

THIS IS A PROPOSED DRAFT AND WILL BE REPLACED BY THE FINAL, SIGNED ORDINANCE OR RESOLUTION ADOPTED BY THE CITY COUNCIL.

ORDINANCE

APPROVING THE SUBMISSION OF AN EARLY HEAD START GRANT APPLICATION TO THE U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES, AND ACCEPTANCE UPON AWARD OF UP TO \$2,201,179.00 FOR THE PERIOD OF FEBRUARY 1, 2023 TO JANUARY 31, 2024; AND APPROVING A TOTAL PROGRAM BUDGET OF \$2,751,474.00 WHICH INCLUDES AN IN-KIND MATCH OF \$550,295.00, AND A PERSONNEL COMPLEMENT OF 6 POSITIONS FOR THE DEPARTMENT OF HUMAN SERVICES.

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WHEREAS, the City of San Antonio Head Start Program (Program), through the Department of Human Services (DHS), operates the City's Head Start, Early Head Start – Child Care Partnership (EHS-CCP), and Early Head Start (EHS) programs; and

WHEREAS, the EHS program is federally-funded and provides early childhood education and development to 128 income-eligible families with infants and toddlers (6 weeks to 35 months); and

WHEREAS, the U.S. Department of Health and Human Services (HHS) notified DHS of available EHS funding on July 15, 2022 and, as federally required, the Head Start Policy Council approved the grant application on September 27, 2022; and

WHEREAS, the 2023-24 grant application is due to HHS on November 1, 2022; **NOW THEREFORE:**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAN ANTONIO:

SECTION 1. Submission of an Early Head Start (EHS) grant application to the U.S. Department of Health and Human Services (HHS) and acceptance upon award of up to \$2,201,179.00 for the period of February 1, 2023 to January 31, 2024 is approved. A copy of the application is on file with the Department of Human Services (DHS).

SECTION 2. The City Manager or designee, or the Director of the DHS or designee, is authorized to initiate, negotiate, and execute any and all necessary documents including a grant contract and contract amendments, when approved by HHS: a) carryover funds; b) line item budget revisions; c) modifications to the performance measures so long as the terms of the amendment stay within the general parameters of the intent of the grant; d) no cost extensions; e) supplemental grant funds in an amount up to 20% of the total amount initially awarded; f) reimbursement increases of administrative funds for each participant served; g) one time equipment purchases or defined program services; and h) changes in regulations.

SECTION 3. A total budget of up to \$2,751,474.00, which includes an in-kind matching budget of up to \$550,295.00, is attached and incorporated here for all purposes as **Attachment I**, is hereby approved and adopted for entry in the City books. Upon acceptance of this award, new funds and internal order numbers will be created, upon which the award amount of up to \$2,201,179.00 from HHS will be appropriated in said fund. A formal final budget which will include a department specific fund, Internal Order numbers, and General Ledger numbers will be submitted by the department upon award.

SECTION 4. The proposed personnel complement of six (6) positions, attached and incorporated here for all purposes as **Attachment II**, is approved.

SECTION 5. The financial allocations in this Ordinance are subject to approval by the Deputy Chief Financial Officer, City of San Antonio. The Deputy Chief Financial Officer may, subject to concurrence by the City Manager or the City Manager's designee, correct allocations to specific Cost Centers, WBS Elements, Internal Orders, General Ledger Accounts, and Fund Numbers as necessary to carry out the purpose of this Ordinance.

SECTION 6. This Ordinance is effective immediately upon the receipt of eight affirmative votes; otherwise, it is effective ten days after passage.

PASSED AND APPROVED this 29th day of September, 2022.

M A Y O R
Ron Nirenberg

ATTEST:

APPROVED AS TO FORM:

Debbie Racca-Sittre, City Clerk

Andrew Segovia, City Attorney