

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 A HEAD START GRANT APPLICATION TO THE U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES AND ACCEPTANCE UPON AWARD OF UP TO \$26,068,353.00 FOR THE PERIOD FEBRUARY 1, 2023 TO JANUARY 31, 2024; AND APPROVING A TOTAL PROGRAM BUDGET OF \$32,585,441.00 WHICH INCLUDES AN IN-KIND MATCH OF \$6,517,088.00, AND A PERSONNEL COMPLEMENT OF 106 POSITIONS FOR THE DEPARTMENT OF HUMAN SERVICES; AND APPROVING UPDATES TO THE HEAD START POLICY COUNCIL BYLAWS.

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

WHEREAS, Head Start is a federally-funded early childhood education and development program administered by the U.S. Department of Health and Human Services (HHS), is governed by City Council and the elected parents of a Head Start Policy Council, and provides services to children between the ages of three to five below the federal poverty level; and

WHEREAS, the Program’s mission is to prepare children and engage families for school readiness and lifelong success; and

WHEREAS, City has served as a Head Start program grantee for over 40 years, currently serves 3,020 children and families located in the San Antonio and Edgewood Independent School Districts and, pursuant to Ordinance No. 2018-03-29-0203, contracts with the ISDs to provide education and disability services; and

WHEREAS, as federally required, the Head Start Policy Council approved the bylaws on July 26, 2022 and the grant application on September 27, 2022, and 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 a Head Start grant application to the U.S. Department of Health and Human Services (HHS) and acceptance upon award of up to \$26,068,353.00 for the period of February 1, 2023 to January 31, 2024, is approved. A copy of the application is on file with 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 accepting, 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 proposed total budget of \$32,585,441.00 which includes an in-kind matching budget of \$6,517,088.00 is attached and incorporated here for all purposes as **Attachment I** and is approved. Upon acceptance of this award, new funds and internal order numbers will be created, upon which the award amount of up to \$26,068,353.00 from HHS will be appropriated in the fund. A formal final budget which will include a department-specific fund, and Internal Order and General Ledger numbers will be submitted upon award.

SECTION 4. The proposed personnel complement of one hundred (106) positions, attached and incorporated here for all purposes as **Attachment II**, is approved.

SECTION 5. The proposed update to the Head Start Policy Council bylaws, attached and incorporated here for all purposes as **Attachment III**, is approved.

SECTION 6. 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 7. 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