



COUNTY ADMINISTRATOR
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TO: Martha Kern, Chair
Ways & Means Committee

THROUGH: Robert E. Guenzel
County Administrator

FROM: Patricia J. Horne McGee, Director
Washtenaw County Head Start

DATE: April 18, 2001

SUBJECT: Washtenaw County Head Start Supplemental One-Time Funding
Program Improvement Grant

Board Action Requested:

The Washtenaw County Head Start Program is requesting the authorization of the signature of the County Administrator on the Head Start Supplemental One Time Funding for Program Improvement Grant Application in the amount of \$744,484, amending of the budget and authorization for the Administrator to sign delegate contracts.

Background

Washtenaw County has administered the Head Start Program for eligible children and families in Washtenaw County for more than 30 years, and currently directly operates (2) sites in Ypsilanti for 259 children and families (part day and full day), and 46 in the Home Based. Three delegate programs serve 238 children and families (part day) in Ann Arbor Public Schools, Willow Run Community Schools, and Whitmore Lake Public Schools. In the main grant for the 2001-2002 school year, we are proposing to serve 254 children at directly operated sites and 289 children in delegate programs, including a new site in Lincoln Consolidated Schools.

Discussion:

The Head Start Supplemental One Time Funding for Program Improvement Grant will provide state of the art outdoor equipment and furnishings to meet health and safety issues, improve space in Ypsilanti and on site screenings.

The Head Start program has faced physical moves each year for the past ten years, affecting the enrollment and attendance of children. Currently, the directly operated programs are housed in three rented spaces (Ypsilanti Public Schools, Shiloh Church of God, and Citizens Bank). A new permanent facility would house all children as well as administrative staff. Several sites have been explored and a construction costs estimate has been prepared. The Head Start program would use funding from this grant to cover up to 20% of acquisition and construction costs.

In addition, this grant would provide funding for essential equipment for classrooms, such as furniture to replace dangerously worn-out furniture; medical equipment and training for required child health screenings; and playground equipment.

This grant would also fund adaptation of an assessment tool (the Brigance Assessment Instrument) to the Head Start program, allowing better measurement of child outcomes in the program.

Impact on Human Resources:

None

Impact on Budget:

The requested board action will approve the Washtenaw County Head Start Supplemental One Time Grant Budget in the amount of \$744,484, which is made up of \$595,587 in Federal funding and \$148,897 in local match. Local match of 20% total program costs is required and will be provided through in-kind from benefiting schools and from County in-kind donation of time to the planning and management of the construction project.

Impact on Indirect Costs:

There are indirect costs already existing in the base grant, as the number of children and families served have not increased, the level of indirect cost is not expected to increase.

Impact on Outside Agency:

Willow Run Community Schools will receive \$15,000 for playground equipment.

Conformity to County Policies:

The Washtenaw County Head Start Policy Council, the County Administrator's Office, Corporation Counsel, the Office of Finance, Human Resources and the Ways and Means Committee have reviewed this matter. The requested board action is in conformity with county policies.

Attachments:

Head Start One Time Supplemental Grant

A RESOLUTION AUTHORIZING THE ADMINISTRATOR TO SIGN THE APPLICATION TO THE DEPARTMENT OF HEALTH AND HUMAN SERVICES FOR THE SUPPLEMENTAL ONE-TIME FUNDING FOR PROGRAM IMPROVEMENT GRANT FOR THE HEAD START PROGRAM FOR THE PERIOD OF AUGUST 1, 2001 THROUGH JULY 31, 2002 IN THE AMOUNT OF \$744,484, AUTHORIZING THE ADMINISTRATOR TO SIGN THE NOTICE OF GRANT AWARD; AMENDING THE BUDGET AND AUTHORIZING THE ADMINISTRATOR TO SIGN DELEGATE CONTRACTS

WASHTENAW COUNTY BOARD OF COMMISSIONERS

April 18, 2001

WHEREAS, Washtenaw County has administered the Head Start Program for eligible children and their families in Washtenaw County for more than thirty (30) years; and

WHEREAS, the federal grant of \$744,484 will be used to fund construction of a permanent facility, furniture, medical equipment and training, and assessment tool development; and

WHEREAS, Willow Run, a delegate, will receive \$15,000 for playground equipment; and

WHEREAS, required local match of 20% of the total program costs will be contributed in-kind by Willow Run Schools and by the County; and

WHEREAS, this matter has been reviewed by the Head Start Policy Council, the County Administrator's Office, Corporation Counsel, the Office of Finance, Human Resources and the Ways and Means Committee

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Board of Commissioners hereby authorizes the County Administrator to sign the application to the Department of Health and Human Services for the Supplemental One-Time Program Improvement Grant for the Head Start Program for the period August 1, 2001 to July 31, 2002 in the amount of \$744,484, as on file with the County Clerk

BE IT FURTHER RESOLVED that the Board of Commissioners approves the following actions contingent upon receipt of the grant award in conformity with the application:

- (1) Authorizing the Administrator to sign the Notice of Grant Award
- (2) Amending the budget, as attached hereto and made a part hereof
- (3) Authorizing the administrator to sign delegate contracts/leases upon review of corporation counsel, to be filed with the County Clerk

Washtenaw County
Summary Budget
Fund #2510 - Head Start (Supplemental One-Time Funding)
Business Unit 2510019400
Fiscal Year Ending July 31, 2002

Revenue

50000	Federal Revenue	\$	595,587
69000	In-Kind Contributions		148,897
69500	Transfers In		-
		\$	744,484

Expenditures

80000	Other Services and Charges	\$	35,000
95000	Capital Outlay		560,587
93500	In-Kind Charges		148,897
		\$	744,484