

COUNTY ADMINISTRATOR
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TO: Jeff Irwin, Chair
Ways & Means Committee

THROUGH: Robert E. Guenzel
County Administrator

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

DATE: August 3, 2005

SUBJECT: Washtenaw County Head Start's Application to the Department
of Health and Human Services for the One Time Supplemental
for Program Improvement for Fiscal Year 2005

Board Action Requested:

The Washtenaw County Head Start program is requesting that the Board of Commissioners ratify the County Administrator's signature on the application to the Department of Health and Human Services for the One Time Supplemental for Program Improvement for the period of August 1, 2005 through July 31, 2006 in the amount of \$154,084.

Background:

Washtenaw County has administered the Head Start program for eligible children and their families in Washtenaw County for more than thirty-five (35) years, and currently directly operates programs in Ypsilanti for 192 children and families and at Ann Arbor, Lincoln, Whitmore Lake, and Willow Run for 369 children and families.

Discussion:

Ratification of the signature of the County Administrator on the Head Start Grant and approval of the budget will allow the federal grant of \$123,267 to be used for one-time program improvement initiatives. A review was conducted to identify opportunities for improvement in the capital infrastructure for all Head Start sites in Washtenaw County. The following initiatives were deemed highest priority and the best use of available funds:

Safety Enhancements: Maintaining the safety of the children served is always a top priority. Bus restraints are a requirement of the performance standards of the program and clearly support the safety of children while being transported to and from school as well as field trips. The Lincoln delegate is retiring part of their fleet of buses

for age and safety reasons. These buses were previously outfitted with harnesses, however, trying to remove and reuse these harnesses in the new buses is not recommended by the Transportation Directors. As a result, this grant requests funding for an additional 35 seat restraints for the Lincoln Site for a total cost of \$4,900.

On September 1, 2003, Washtenaw County Head Start moved into its new building. This new building is serving both the staff and children well. It is requested that some of the funding in this supplemental grant be used to further enhance the security features of the facility. A total of \$40,000 has been incorporated to purchase and install surveillance equipment in the classrooms. An additional \$8,367 is being allocated to a Duress System to assure easy access to law enforcement for teachers to get assistance in critical and threatening situations:

Environmental Enhancements: The need to ensure a safe and interactive outdoor play environment is a critical component of the Head Start program. The Ann Arbor delegate, serving 136 Head Start children, is opening a new building. Funding is limited and the ability to provide adequate playground equipment is a concern. This grant is allocating \$40,000 to the Ann Arbor delegate to install outdoor play equipment on this new site.

Health Promotion: Obesity in children, parents and staff is a growing concern for the well-being of the community and the Head Start program. It is requested that \$30,000 be allocated to install a walking path at the Ypsilanti site. This new path will be widely marketed to all involved in the program, with a focus on attracting fathers to involve them in promoting healthy activities for their children.

Impact on Human Resources:

There will be no impact on Human Resources.

Impact on Budget:

The requested board action will approve the Washtenaw County Head Start Grant budget in the amount of \$154,084. This amount includes \$123,267 Federal funding; and \$30,817 in-kind match from delegates and the grantee.

Impact on Indirect Costs:

There will be no impact on direct costs as they are not allowable costs in this grant.

Impact on other County Departments or Outside Agencies:

This action reflects the ongoing community collaboration with Ann Arbor Public Schools and Lincoln Schools.

Conformity to County Policies:

The requested board action is in conformity with county policies.

Attachments/Appendices:

Head Start Grant Application
Head Start Budget

A RESOLUTION RATIFYING THE ADMINISTRATOR'S SIGNATURE ON THE APPLICATION TO THE DEPARTMENT OF HEALTH AND HUMAN SERVICES FOR THE ONE TIME SUPPLEMENTAL FOR PROGRAM IMPROVEMENT FUNDING FOR THE HEAD START PROGRAM FOR THE PERIOD OF AUGUST 1, 2005 THROUGH JULY 31, 2006 IN THE AMOUNT OF \$154,084; AUTHORIZING THE ADMINISTRATOR TO SIGN THE NOTICE OF GRANT AWARD; AMENDING THE BUDGET; AND AUTHORIZING THE ADMINISTRATOR TO SIGN THE DELEGATE CONTRACTS.

WASHTENAW COUNTY BOARD OF COMMISSIONERS
August 3, 2005

WHEREAS, Washtenaw County has administered the Head Start program for eligible children and their families in Washtenaw County for more than thirty-five (35) years;

WHEREAS, the Head Start program continues to serve 561 children of which 192 are served directly by the county and 369 through four delegate programs and one child care partnership; and

WHEREAS, security of children and families is of the utmost importance and bus seat restraints and a security system will ensure that safety and security; and

WHEREAS, obesity has been identified as a national crisis as evident in the statistics and a walking path development would address this concern; and

WHEREAS, the federal grant of \$123,267 will be used for 35 seat restraints, a Wireless Duress Notification System, Surveillance Equipment, a walking path development for the Grantee (Ypsilanti) site, and playground equipment for the Ann Arbor site; and

WHEREAS, required local match will be provided by Ann Arbor Public Schools and Lincoln Consolidated Schools in the amount of \$11,226 and in-kind contributions from Washtenaw County staff in the amount of \$18,091; and

WHEREAS, the Head Start Management Team will ensure compliance with all regulations; 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 ratifies the County Administrator's signature on the application to the Department of Health and Human Services for the One Time Supplemental for Program Improvement funding for the Head Start Program for the period of August 1, 2005 through July 31, 2006 in the amount of \$154,084 as on file with the County Clerk.

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

1. Authorizing the County 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 the delegate contracts upon review of Corporation Counsel, to be filed with the County Clerk.

Washtenaw County Head Start
 One Time Supplement for Program Improvement
 Period of August 1, 2005 – July 31, 2006
 Business Unit # 2510059470

		Current Budget	Revised Budget	Variance
Revenues:				
50000	Federal Revenue	\$0	\$123,267	\$123,267
69000	In-Kind Contributions	\$0	\$ 30,817	\$ 30,817
	Total	\$0	\$154,084	\$154,084

Expenditures:				
80000	Other Services & Charges	\$0	\$ 30,000	\$ 30,000
93500	In-Kind Charges	\$0	\$ 30,817	\$ 30,817
95000	Capital Outlay	\$0	\$ 93,267	\$ 93,267
	Total	\$0	\$154,084	\$154,084

Indirect Costs = \$0