COUNTY ADMINISTRATOR
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TO: Barbara Levin Bergman
Chair, Ways & Means Committee

THROUGH: Robert E. Guenzel
County Administrator

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

DATE: April 2, 2008

SUBJECT: Washtenaw County Head Start 2008-2009 Federal Grant Application

Board Action Requested:
The Washtenaw County Head Start program is requesting that the Board of Commissioners authorize the Chair of the Board of Commissioners to sign the application to the Department of Health and Human Services for the Head Start Program for the period of August 1, 2008 through July 31, 2009 in the amount of $4,858,546 (for the base grant, oral health grant, and training and technical assistance). It is further requested that the Board of Commissioners authorize the Administrator to sign the Notice of Grant Award, approve the 2008-09 Head Start budget and authorize the Administrator to sign the delegate contracts.

Background:
Washtenaw County has administered the Head Start program, a Program of Excellence, for eligible children and their families in Washtenaw County for forty-three (43) years, and currently directly operates a program in Ypsilanti and has Child Care Partnerships for 262 children and families. Ann Arbor, Whitmore Lake, and Willow Run Head Start services are delegated to the school district for 299 children and families.

Discussion:
Authorization of the signature of the Chair of the Board of Commissioners on the Head Start Grant application and approval of the budget will allow continued preschool services to children between the ages of 3 and 5 and their families who meet the eligibility criteria for the Head Start Program. The Head Start Program is a comprehensive, two generational child development program geared toward breaking the cycle of poverty through educational, health, nutrition, social, emotional and cognitive services, and has recently been named a National Program of Excellence.

Washtenaw County Head Start continually works to ensure comparable wages to staff throughout the grantee. Wages have been negotiated through a collective bargaining process.

A total of $1,383,507 will be delegated to the following:

*Ann Arbor Public Schools will receive $749,875
Ann Arbor Public Schools will serve 154 children

*Whitmore Lake Public Schools will receive $180,292
Whitmore Lake Public Schools will serve 43 children

*Willow Run Community Schools will receive $453,340
Willow Run Community Schools will serve 102 children

The Grantee will serve 262 children either directly or through Child Care Partnerships and administer the countywide program using $2,149,674 of the Federal funding.

An additional amount of $43,876 will be utilized by the entire program for training and technical assistance.

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 application budget in the amount of $4,858,546. This amount includes $3,577,057 in Federal funding; $867,565 local match contribution from the County (to be included in the 2009 general fund budget); and $413,924 in-kind match from delegates and the grantee.

In addition to the grant application budget of $4,858,546, the budget amendment attached to the resolution includes the planned expenditures and related USDA reimbursement revenue for the food program. The total amount of USDA revenue and expenditures is budgeted at $140,324 bringing the resolution budget to a total of $4,998,900.

Impact on Indirect Costs:
Indirect costs of $167,974 are included in the grant application.

Impact on other County Departments or Outside Agencies:
This action reflects the ongoing community collaboration with Ann Arbor Public Schools, Whitmore Lake Public Schools, Willow Run Public Schools, and Child Care Partners.

Conformity to County Policies:
The requested Board action is in conformity with County policies.

Attachments/Appendices:
2008-09 Head Start Grant Application
2008-09 Head Start Budget

A RESOLUTION AUTHORIZING THE CHAIR OF THE BOARD OF COMMISSIONERS TO SIGN THE APPLICATION TO THE DEPARTMENT OF HEALTH AND HUMAN SERVICES FOR THE HEAD START PROGAM, A PROGRAM OF EXCELLENCE, FOR THE PERIOD OF AUGUST 1, 2008 THROUGH JULY 31, 2009 IN THE AMOUNT OF $4,858,546; AUTHORIZING THE COUNTY ADMINISTRATOR TO SIGN THE NOTICE OF GRANT AWARD; APPROVING THE 2008-09 HEAD START BUDGET; AND AUTHORIZING THE COUNTY ADMINISTRATOR TO SIGN DELEGATE CONTRACTS

April 2, 2008

WHEREAS, Washtenaw County has administered the Head Start program, a Program of Excellence, for eligible children and their families in Washtenaw County for forty–three (43) years; and

WHEREAS, the Head Start program serves 561 children of which 262 will be served by Washtenaw County either directly or through child care partnerships and 299 through three delegate programs; and

WHEREAS, 2008-2009 is the first year in the three-year grant cycle 2008-2011; and

WHEREAS, the Head Start Management Team will ensure compliance with all regulations; and

WHEREAS, the federal grant of $3,577,057 will be used for child development, health, training and technical assistance and family services; and

WHEREAS, required local match will be provided by the County in the amount of $867,565 as well as $413,924 in-kind contributions from Head Start parents, delegates and community volunteers; and

WHEREAS, in addition to the Federal grant application, expenditures for the food program are projected to be reimbursed by the U.S. Department of Agriculture in the amount of $140,354; and

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

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Board of Commissioners hereby authorizes the Chair of the Board of Commissioners to sign the application to the Department of Health and Human Services for the Head Start Program, a Program of Excellence, for the period of August 1, 2008 through July 31, 2009 in the amount of $4,858,546 to be filed with the County Clerk.

BE IT 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 County Administrator to sign the delegate contracts upon review of Corporation Counsel, to be filed with the County Clerk.

Head Start
Fund 2510
August 1, 2008- July 31, 2009

	Current	Revised	Variance
Revenues:			
50000 Federal Revenue (Head Start)	$0	$3,577,057	$3,577,057
69000 In-Kind Contributions	$0	$413,924	$413,924
69500 Transfers In	$0	$867,565	$867,565
Grant Subtotal	$0	$4,858,546	$4,858,546
50000 Federal Revenue (USDA reimbursement)	$0	$140,354	$140,354
Total Revenue	$0	$4,998,900	$4,998,900
Expenditures:			
70050 Personal Services	$0	$2,232,813	$2,232,813
72600 Supplies	$0	$124,500	$124,500
80000 Other Services & Charges	$0	$1,902,374	$1,902,374
93500 In Kind Charges	$0	$413,924	$413,924
94000 Internal Service Charges	$0	$167,974	$167,974
95000 Capital Outlay	$0	$4,000	$4,000
99000 Appropriations & Transfers Out	$0	$153,315	$153,315
Total Expenditures	$0	$4,998,900	$4,998,900