



COUNTY ADMINISTRATOR
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TO: Conan Smith
Chair, Ways & Means Committee

THROUGH: Robert E. Guenzel
County Administrator

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

DATE: May 20, 2009

SUBJECT: Head Start Cost of Living Adjustments (COLA) and Quality
Improvement Grants

BOARD ACTION REQUESTED:

The Washtenaw County Head Start program is requesting that the Washtenaw County Board of Commissioners approve the signature of the Chair of the Board of Commissioners on the grant application to the Department of Health and Human Services for the Head Start Program for the period of August 1, 2009 through July 31, 2010 in the amount of \$476,835 (to be used for COLA and salary improvements as well as facility improvements in grantee and delegates sites). It is further requested that the Board of Commissioners authorize the Administrator to sign the notice of grant award, amend the 2009-10 Head Start grant budget in alignment with the general fund appropriation budgeted for Head Start in the County's 2010 fiscal year, and sign delegate contracts.

BACKGROUND:

Washtenaw County has administered the Head Start program for eligible children and their families in Washtenaw County for forty- four (44) years, and currently directly operates a program in Ypsilanti, and child care partnerships, for 262 children and families and delegate programs at Ann Arbor, Whitmore Lake and Willow Run for 299 children and families.

On April 1, 2009, the Washtenaw County Board of Commissioners approved the 2009-10 Head Start grant application and budget (Resolution #09-0054). The Department of Human & Health Services issued a press release on April 2, 2009 which announced that Head Start programs would receive an additional \$1 billion in funding under the American Recovery and Reinvestment Act (ARRA) and that Head

Start programs would also benefit from a separate \$235 million increase in funding approved for fiscal year 2009. Washtenaw County Head Start is eligible to apply for additional funding allocations as follows:

ARRA COLA (one-time funding)	\$63,631
ARRA Quality Improvement (one-time funding)	\$212,017
Permanent COLA	<u>\$105,820</u>
Total	\$381,468

DISCUSSION:

Washtenaw County Head Start continually works to ensure comparable wages to staff throughout the grantee. Wages have been negotiated through a collective bargaining process. The entire amount of the Permanent and ARRA COLA (\$169,451) will be used to offset the permanent salary increases of all staff at the Grantee and delegate programs of Washtenaw County as follows:

- Grantee - \$101,659
- Ann Arbor - \$36,744
- Whitmore Lake - \$8,834
- Willow Run - \$22,214

Fifty percent of the Quality Improvement funds (\$106,009) shall be used to also improve the compensation including benefits of educational personnel, family service workers and mental health professionals (child counselors) at all sites through their already negotiated increases as follows:

- Grantee - \$63,598
- Ann Arbor - \$22,987
- Whitmore Lake - \$5,527
- Willow Run - \$13,897

The remaining 50% (\$106,008) is to be used to address facility and playground needs in the Grantee operated site, Ann Arbor and Whitmore Lake as follows:

- Grantee - \$42,308
- Ann Arbor - \$33,700
- Whitmore Lake - \$30,000

IMPACT ON HUMAN RESOURCES:

None.

IMPACT ON BUDGET:

The requested board action will provide additional federal funding in the amount of \$381,468 during the 2009-10 grant cycle. In-kind contributions from Head Start parents as well as local school districts totaling \$95,367 will be used for the grant's 25% local match requirement. It is anticipated that the permanent COLA funding will allow the

County to reduce the level of general fund appropriation provided to offset personnel cost increases for staff at the grantee site beginning in the County's 2010 fiscal year.

IMPACT ON INDIRECT COSTS:

None.

IMPACT ON OTHER COUNTY DEPARTMENTS OR OUTSIDE AGENCIES:

This action reflects the ongoing community collaboration with Ann Arbor Public Schools, Willow Run Community Schools and Whitmore Lake Public Schools.

CONFORMITY TO COUNTY POLICIES:

The requested board action is in conformity with county policies.

ATTACHMENTS/APPENDICES:

Head Start Grant Application

Head Start Budget for COLA and Quality Improvement

A RESOLUTION AUTHORIZING THE SIGNATURE OF THE CHAIR OF THE BOARD OF COMMISSIONERS ON THE GRANT APPLICATION TO THE DEPARTMENT OF HEALTH AND HUMAN SERVICES FOR THE PERMANENT AND AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA), COST OF LIVING ADJUSTMENTS (COLA) AND QUALITY IMPROVEMENT (QI) FOR THE HEAD START PROGRAM FOR THE PERIOD OF AUGUST 1, 2009 THROUGH JULY 31, 2010 IN THE AMOUNT OF \$476,835; AUTHORIZING THE ADMINISTRATOR TO SIGN THE NOTICE OF GRANT AWARD; AMENDING THE BUDGET; AND AUTHORIZING THE ADMINISTRATOR TO SIGN DELEGATE CONTRACTS

May 20, 2009

WHEREAS, Washtenaw County has administered the Head Start program for eligible children and their families in Washtenaw County for forty-four (44) years; and

WHEREAS, the Head Start program plans to serve 561 children of which 242 will be served directly by the county (including child care partnerships) and 319 through three delegate programs; and

WHEREAS, the federal grant of \$169,451 will be used for Permanent and ARRA COLA for the Grantee operated program in Ypsilanti including partnerships (\$101,659), as well as in the three delegates: Ann Arbor (\$36,744), Whitmore Lake (\$8,834), and Willow Run (\$22,214); and

WHEREAS, the federal grant of \$212,017 will be used for Quality Improvement for the Grantee operated program in Ypsilanti (including partnerships) (\$105,906), as well as in the three delegates: Ann Arbor (\$56,687), Whitmore Lake (\$35,527) and Willow Run (\$13,897); and

WHEREAS, required local match in the amount of \$95,367 (\$42,363 for COLA and \$53,004 for Quality Improvement) will be provided by in-kind contributions from Head Start parents as well as local school districts; 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 Finance Office, Human Resources, and the Ways and Means Committee.

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Board of Commissioners hereby approves the signature of the Chair of the Board of Commissioners on the grant application to the Department of Health and Human Services for the Permanent and ARRA COLA and Quality Improvement for the entire Head Start Program for the period of August 1, 2009 through July 31, 2010 in the amount of \$476,835 as on file with the County Clerk.

BE IT FURTHER RESOLVED that the Board of Commissioners hereby authorize 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. Authorizing the Administrator to amend the 2009-10 Head Start grant budget in alignment with the general fund appropriation budgeted for Head Start in the County's 2010 fiscal year
3. Authorizing the Administrator to sign delegate contracts upon review of Corporation Counsel