



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: June 3, 2009

SUBJECT: Early Head Start Grant

BOARD ACTION REQUESTED:

The Washtenaw County Head Start program is requesting that the Washtenaw County Board of Commissioners authorize 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 \$233,750, to be used to provide Early Head Start services to 36 children between the ages of 0-3 years old and their families.

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 additional federal funding awarded since the 2009-10 Head Start budget was originally approved (BOC #09-0054), 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). Early Head Start was established by the United States Congress in 1995 as a program for low income families with infants and toddlers and pregnant women based upon evidence from research and practice which indicates that the time from conception to age three

is critical for human development and that for infants and toddlers to develop optimally, they must have healthy beginnings and the continuity of responsive and caring relationships.

DISCUSSION:

Washtenaw County Head Start continually works to ensure quality services to all eligible children in the service area. A community assessment completed by Washtenaw County Head Start in 2008 indicated the ongoing need for services for pregnant mothers, infants, and toddlers particularly those who are homeless. To date, Washtenaw County has not served children/pregnant mothers in an Early Head Start program. These services will be offered in a home based option in Whitmore Lake delegate for 16 children and for 20 center based children in the Time for Tots Center – a child care partnership with SOS Community Services.

IMPACT ON HUMAN RESOURCES:

None

IMPACT ON BUDGET:

The requested board action will provide additional federal funding in the amount of \$187,000 during the 2009-10 grant cycle. The budget for this grant application allocates \$152,000 for personnel and operating costs associated with launching Early Head Start services at the Whitmore Lake delegate and Time for Tots Center. The remainder of the funding (\$35,000) is allocated to the Grantee program, which will provide existing staff and other resources for training and technical assistance.

In-kind contributions from Head Start parents as well as child care partners and delegates totaling \$46,750 will be used for the grant's 25% local match requirement. No additional general fund appropriation will be needed for this initiative.

IMPACT ON INDIRECT COSTS:

None

IMPACT ON OTHER COUNTY DEPARTMENTS OR OUTSIDE AGENCIES:

This action reflects the ongoing community collaboration with Whitmore Lake Public Schools and the child care partner – Time for Tots.

CONFORMITY TO COUNTY POLICIES:

The requested board action is in conformity with county policies.

ATTACHMENTS/APPENDICES:

Early Head Start Grant Application

A RESOLUTION AUTHORIZING THE SIGNATURE OF THE CHAIR OF THE BOARD OF COMMISSIONERS ON THE APPLICATION TO THE DEPARTMENT OF HEALTH AND HUMAN SERVICES FOR THE EARLY HEAD START PROGRAM FOR THE PERIOD OF AUGUST 1, 2009 THROUGH JULY 31, 2010 IN THE AMOUNT OF \$233,750; AUTHORIZING THE ADMINISTRATOR TO SIGN THE NOTICE OF GRANT AWARD; AMENDING THE 2009-10 HEAD START BUDGET; AND AUTHORIZING THE ADMINISTRATOR TO SIGN DELEGATE CONTRACTS

June 3, 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 currently serves 561 children of which 242 are served directly by the county (including child care partnerships) and 319 through three delegate programs; and

WHEREAS, a community assessment completed by Washtenaw County Head Start in 2008 indicated the ongoing need for services for pregnant mothers, infants, and toddlers particularly those who are homeless; and

WHEREAS, the federal grant funding in the amount of \$187,000 will be used to provide Early Head Start services to 16 children and mothers in Whitmore Lake and 20 children and mothers at the Time for Tots Center in Ann Arbor; and

WHEREAS, in-kind contributions from Head Start parents as well as child care partners and delegates totaling \$46,750 will be used for the grant's 25% local match requirement and thus, no additional general fund appropriation will be needed; and

WHEREAS, the Head Start Management Team will ensure compliance with all regulations and provide the technical assistance; 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 authorizes the signature of the Chair of the Board of Commissioners on the grant application to the Department of Health and Human Services for Early Head Start services in Whitmore Lake and Time for Tots for families who are homeless for the period of August 1, 2009 through July 31, 2010 in the amount of \$233,750 as on file with the County Clerk.

BE IT FURTHER RESOLVED that the Board of Commissioners hereby authorizes 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 budget as attached hereto and made a part hereof
3. Authorizing the Administrator to sign delegate contracts upon review of Corporation Counsel

Early Head Start Expansion Grant
Fund 2510
August 1, 2009 – July 31, 2010

	<u>Current</u>	<u>Revised</u>	<u>Variance</u>
Revenue:			
50000 Federal Revenue	\$0	\$187,000	\$187,000
69000 In-Kind Contributions	\$0	\$ 46,750	\$ 46,750
Total Revenue	\$0	\$233,750	\$233,750
Expenditures:			
70050 Personal Services	\$0	\$ 19,500	\$ 19,500
80000 Other Services & Charges	\$0	\$167,500	\$167,500
93500 In-Kind Charges	\$0	\$ 46,750	\$ 46,750
Total Expenditures	\$0	\$233,750	\$233,750
Indirect Costs =	\$0		