



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: July 8, 2009

SUBJECT: One Time Improvement Grant Application

BOARD ACTION REQUESTED:

It is requested that the Board of Commissioners authorize the signature of the Chair of the Board 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 \$155,332 (to be used for facility improvements in grantee and delegates sites), approve the budget, and authorize the Administrator to sign the notice of grant award and 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.

Additional funding is available from the Administration for Children and Families in the 2009-10 grant cycle for one-time program improvement funds that can be used only to meet grantee needs for items which are non-predictable or non-recurring, i.e., grantees have a need for such an item only once every several years. A few examples of the types of one-time requests that will be considered include: needed renovations and repairs to buildings and operating systems, and improvements to outside play areas.

DISCUSSION:

Washtenaw County Head Start works to ensure that all Head Start sites are safe and developmentally appropriate for Head Start children. The entire amount will be used to improve the functionality of the kitchen staff at the Grantee operated site, provide dental equipment at HOPE Dental Clinic for increased services for Head Start children and

families, address the needs of a playground at the Willow Run delegate site and address the health and safety concerns that affect the program at the Whitmore Lake delegate site.

As districts close down school buildings and try to consolidate space and services, Head Start programs have been moved around within the districts. In most cases the new space better positions Head Start, but creates additional needs as the space was not originally designed for children this young. In fact, Whitmore Lake now is in space designed for high school children. Though it has been retrofitted for preschoolers, there are still additional health and safety needs (air conditioner, defibrillator and food carts).

Willow Run Head Start is now a part of an elementary school and has a playground designed for elementary age children rather than preschoolers. It is not developmentally appropriate for Head Start.

The Ypsilanti site was built for preschoolers in 2003. It has been well- used and additional needs have been identified for replacement (computers) or as service has made the need for obvious (dishwasher).

HOPE Dental Clinic has provided dental services to our children and families free or at low cost through a partnership with the oral health grant of Washtenaw County Head Start. HOPE has willingly served Head Start children and families in emergency situations. HOPE is now in a building program with plans to continue serving our families long after the Oral Health grant is completed. As part of this one time request we add the dental equipment for one of the seven treatment rooms at HOPE that will be used as the education and treatment room for Head Start children and families and assure their ongoing ability to receive oral health care and education at HOPE upon referral from Head Start. The state of the art equipment will further the Head Start thrust for building the importance of sound oral health as a part of the healthy child and family and making it available to Head Start children and families who are underserved, underinsured or in need of services not covered by Medicaid.

IMPACT ON HUMAN RESOURCES:

None

IMPACT ON BUDGET:

The requested board action will approve the Washtenaw County Head Start Grant budget in the amount of \$155,332. This includes \$31,607 in kind which will be provided by the delegates and community partner. No additional cash match is needed from the County general fund.

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, Willow Run Public Schools, and community partner HOPE Dental Clinic.

CONFORMITY TO COUNTY POLICIES:

The requested Board action is in conformity with County policies.

ATTACHMENTS/APPENDICES:

Head Start Grant Application

A RESOLUTION AUTHORIZING THE CHAIR OF THE BOARD OF COMMISSIONERS TO SIGN THE APPLICATION TO THE DEPARTMENT OF HEALTH AND HUMAN SERVICES FOR THE WASHTENAW COUNTY HEAD START PROGRAM, A PROGRAM OF EXCELLENCE, FOR ONE TIME FUNDS FOR PROGRAM IMPROVEMENT AND HEALTH AND SAFETY IMPROVEMENTS FOR THE PERIOD OF AUGUST 1, 2009 THROUGH JULY 31, 2010 IN THE AMOUNT OF \$155,331; AUTHORIZING THE COUNTY ADMINISTRATOR TO SIGN THE NOTICE OF GRANT AWARD; APPROVING AMENDMENTS TO THE 2009-10 HEAD START BUDGET; AND AUTHORIZING THE COUNTY ADMINISTRATOR TO SIGN DELEGATE CONTRACTS

WASHTENAW COUNTY BOARD OF COMMISSIONERS

July 8, 2009

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

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

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

WHEREAS, the federal grant of \$124,265 will be used for program improvement and health and safety concerns; and

WHEREAS, required local match in the amount of \$31,067 will be provided by the delegate programs; and

WHEREAS, this matter has been reviewed and approved 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 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, 2009 through July 31, 2010 in the amount of \$155,332 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 Chair of the Board of Commissioners to sign the application to the Department of Health and Human Services for the Head Start program
2. Authorizing the County Administrator to sign the Notice of Grant Award
3. Amending the 2009-10 Head Start budget, as attached hereto and made a part hereof.

Head Start One-Time Improvement Grant
Fund 2510
August 1, 2009- July 31, 2010

	<u>Current</u>	<u>Revised</u>	<u>Variance</u>
Revenues:			
50000 Federal Revenue (Head Start)	\$0	\$124,265	\$124,265
69000 In-Kind Contributions	<u>\$0</u>	<u>\$31,067</u>	<u>\$31,067</u>
Total Revenue	\$0	\$155,332	\$155,332
Expenditures:			
80000 Other Services & Charges	\$0	\$71,758	\$71,758
93500 In Kind Charges	\$0	\$31,067	\$31,067
95000 Capital Outlay	<u>\$0</u>	<u>\$52,507</u>	<u>\$52,507</u>
Total Expenditures	\$0	\$155,332	\$155,332