

**Contra Costa County Employment & Human Services Department
Community Services Bureau
2016 Early Head Start Program Continuation Grant Funding Application**

**EXECUTIVE SUMMARY
INCOMING FUNDS NARRATIVE STATEMENT**

- 1. PROJECT/PROGRAM TITLE.** Early Head Start Program Continuation Grant Funding Application for Budget Period 1/1/16 through 12/31/16.
- 2. FUNDING AGENCY.** Department of Health and Human Services, Administration for Children and Families (ACF), Office of Head Start (OHS).
- 3. SUBMITTAL STATUS.** This is a submission of application for continuation grant funding for FY 2016.
- 4. PROPOSED TERM.** Funding must be requested annually. The standard one year budget period is from 1/1/16 through 12/31/16. The budget summary is below.
- 5. CURRENT FUNDING.** Funding for Head Start and Early Head Start is provided by federal dollars. Contra Costa County, as Grantee, is required to generate a 20% non-federal match of the total project budget, which may be in cash or in-kind contributions, fairly valued.
- 6. FUTURE FUNDING.** An application for continuation grant funding must be submitted each year.

7. BUDGET SUMMARY

Budget Categories:	FY 2016 EHS Program Operation
Personnel	\$ 753,821
Fringe Benefits	\$ 489,638
T & TA	\$ 82,944
Travel	\$ -
Supplies	\$ 24,100
Contractual	\$1,890,400
Other	\$ 46,890
Sub-Total of Direct Charges	\$3,287,793
Indirect Costs	\$ 156,041
Total Federal Amount Being Requested	\$3,443,834
Non-Federal Share	\$ 860,958
<i>Total Federal and Non-Federal</i>	<i>\$4,304,792</i>

8. STAFFING REQUIREMENTS. As Grantee, Contra Costa County operates the Early Head Start Program, which is administered and staffed by the Employment & Human Services Department, Community Services Bureau.

9. PROGRAM NEED. The Community Services Bureau serves the needs of low-income children (3-5 years of age under Head Start, and prenatal - 3 yrs under Early Head Start) and their families, by providing quality childcare, child development, and other services such as medical, mental health and dental needs.

10. RELATIONSHIP TO OTHER PROGRAMS. The Community Services Bureau's Early Head Start program combines Federal Head Start and State Child Development funding into one cohesive program. The Bureau also has strong collaborations with other departments within the County and partners with community based organizations, local private businesses, schools, non-profits, and volunteer organizations.

11. PROJECT GOALS. (Same goals and objectives for both Head Start and Early Head Start)

Goal 1: Poor health and nutrition are significantly correlated to children and families living in poverty. CSB will address the need to improve indicators of nutritional health through increased education, and physical activity.

Goal 2: Disabilities and mental health needs continue to trend upwards. CSB will expand mental health and disabilities assessment, treatment and case management linkage opportunities for children and families.

Goal 3: Exposure to violence has a lasting impact on children's development including their emotional, mental and physical health. CSB seeks to provide positive and enduring change that increases child attachment by providing services to promote the safety and well-being of children and families.

Goal 4: CSB will provide ongoing learning opportunities to enhance employees' career development and assist in meeting new job requirements.

STATED OBJECTIVES.

- By December 2016, CSB will implement the use of Otoacoustic Emissions (OAE) screenings for all infants/toddlers and preschool-age children who are non-responsive to audiometric screenings.
- By July 2016, CSB will implement an autism screening in an effort to link children and families to the appropriate interventions.
- By December 2016, CSB will implement an in-reach program at the Contra Costa County Detention Facilities in partnership with Contra Costa County Probation and the County Office of Education.
- By July 2016, CSB will enhance its violence prevention and safety program for children, families, and staff.
- By December 2016, CSB will roll out the Family Development Credential training program to Comprehensive Services staff.
- Through September 30, 2018, CSB will continue to support teaching staff in pursuit

of their degrees through leveraging of resources and ongoing partnerships with community colleges.

13. ACTIVITY SUMMARY. Program continues to provide high-quality services.

14. EVALUATION METHOD(S). Measurable, results-based child and family outcomes have been implemented, such as the required State of California's Desired Results Developmental Profile, for programs providing services through collaboration with the State of California Department of Education.

15. CHANGES COMPARED TO PRIOR YEAR (if any). Goals and Objectives cover FY 2013 – FY 2018. Policy Council has been involved in the development, review and evaluation process of the goals and objectives.

16. POTENTIAL CONTROVERSIAL ISSUES. None. Public perception of the Head Start and Early Head Start programs remain positive. The Policy Council approved submission of this grant at their August 19, 2015 meeting.