



ADMINISTRATION FOR
CHILDREN & FAMILIES

Office of Head Start | Region IX | 90 Seventh Street, San Francisco, CA 94103 | www.ecikc.ohs.acf.hhs.gov

John Gioia
Board Chair
Contra Costa County
1470 Civic Ct, Ste 200
Concord, CA 94520

July 19, 2019

Re: Grant No. 09CH010862

Dear Mr. Gioia:

A grant application must be completed for the upcoming budget period. Please consult the grant application instructions to determine the type of application required. The application for the Head Start grant is due 10/01/2019.

The following table reflects the annual funding, including the approved amount from the Supplement to Increase Program Hours, if applicable, and enrollment levels for your grant.

Program	Head Start	Early Head Start
Federal Funded Enrollment	1,351	311
Funding Type	Head Start	Early Head Start
Program Operations	\$16,717,035	\$3,608,200
Training and Technical Assistance	\$197,344	\$82,944
Total Funding	\$20,605,523	

Period of Funding: 01/01/2020 – 12/31/2020

Application Submission Requirements

The application must be prepared and submitted in accordance with the *Head Start Grant Application Instructions with Guidance, Version 3 (Application Instructions)*. It must be submitted on behalf of the Authorizing Official registered in the HSES.

Incomplete applications will not be processed.

The *Application Instructions* are available on the home page of HSES. Please review the instructions carefully prior to preparing the application. Submission guidance can be found in the "Instructions" section of the HSES.

Please contact Chris Pflaumer, Program Specialist, at 415-437-8445 or chris.pflaumer@acf.hhs.gov or Frank Olguin, Fiscal Operations Specialist, at 415-437-8415 or frank.olguin@acf.hhs.gov with questions regarding the *Application Instructions*.

For assistance submitting the application in HSES, contact help@hsesinfo.org or 1-866-771-4737.

Funding is contingent upon the availability of federal funds and satisfactory performance under the terms and conditions of the Head Start grant in the current budget period.

Mr. Gioia - Page 2

Thank you for your cooperation and timely submission of the grant application.

Sincerely,

A handwritten signature in black ink, appearing to read "Jan Len", written in a cursive style.

Jan Len
Regional Program Manager
Office of Head Start

cc: Kathy Gallagher, Executive Director
Camilla Rand, Head Start Director
Chris Pflaumer, Program Specialist
Frank Olguin, Fiscal Operations Specialist