



ADMINISTRATION FOR
CHILDREN & FAMILIES

Office of Head Start | 330 C St., SW, 4th Floor, Washington DC 20201 | eclkc.ohs.acf.hhs.gov

July 22, 2022

Grant No. 09CH010862

Dear Head Start Grant Recipient:

An application for funding for the upcoming budget period must be submitted by October 1, 2022.

The following table reflects the annual funding and enrollment levels available to apply for:

Funding Type	Head Start	Early Head Start
Program Operations	\$18,095,272	\$9,065,218
Training and Technical Assistance	\$197,344	\$195,205
Total Funding		\$27,553,039

Program	Head Start	Early Head Start
Federal Funded Enrollment	1,351	573

Period of Funding: 01/01/2023 - 12/31/2023

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)* for a continuation application. It must be submitted on behalf of the Authorizing Official registered in the HSES.

Incomplete applications will not be processed.

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 “Resources” section of the HSES.

Please contact Chris Pflaumer, Head Start Program Specialist, at 415-437-8445 or chris.pflaumer@acf.hhs.gov or Caitlin Buffa, Grants Management Specialist, at 646-905-8138 or caitlin.buffa@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 current budget period.

Program Improvement (One-Time) Requests

Grant recipients encountering program improvement needs that cannot be supported by the agency budget are invited to apply for one-time funding. This funding must be applied for separately through the appropriate amendment in HSES. Program Improvement requests are prioritized and subject to funding availability. For questions regarding program improvement needs and requests, please contact the regional office.

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

Sincerely,

/Cynthia Yao/

Cynthia Yao
Regional Program Manager
Office of Head Start