



**Contra  
Costa  
County**

To: Board of Supervisors

From: Kathy Gallagher, Employment & Human Services Director

Date: June 26, 2018

Subject: 2018 Early Head Start and Head Start Cost-of-Living Adjustment Grant

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**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Employment & Human Services Department Director, or designee, to apply for and accept funding from the Department of Health and Human Services Administration for Children and Families, effective July 1, 2018, in an amount not to exceed \$584,953 for Head Start and Early Head Start supplemental funding for the period January 1, 2018 through December 31, 2018.

**FISCAL IMPACT:**

The County, as Grantee, is required to generate a 20% non-federal in-kind match not to exceed \$146,238 (see chart below). This match is achieved through collaboration with State Child Development programs and the volunteer hours accrued by Head Start parents and community partners.

CFDA # 93.600 / grant no. 09CH9115

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☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **06/26/2018** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor

Candace Andersen, District II  
Supervisor

Diane Burgis, District III  
Supervisor

Karen Mitchoff, District IV  
Supervisor

Federal D. Glover, District V  
Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: June 26, 2018

David Twa, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: CSB (925) 681-6389

cc: Nasim Eghlima, Christina Reich, Haydee Ilan

## FISCAL IMPACT: (CONT'D)

### **Early Head Start Cost-of-Living adjustment**

Federal \$584,953 = 80%

Match (In-Kind) \$146,238 = 20%

Grand Total \$731,191 = 100%

In-Kind match is 20% of total funding

### BACKGROUND:

Contra Costa County submits an application annually to U.S. Health and Human Services Department, Administration for Children and Families (ACF) as the Head Start grantee. The Early Head Start services are operated by the Employment & Human Services Department, Community Services Bureau. The Consolidated Appropriations Act, 2018, contains an increase under the Head Start Act for Fiscal Year 2018. A portion of the increase provide a cost-of-living adjustment (COLA) of 2.6 percent to assist grantees in increasing staff salaries and fringe benefits and offsetting higher operating costs. The Department intends to use the funding to cover increased operational costs due to benefits and negotiated salary increases.

The Head Start Policy Council reviewed and approved the application on June 6, 2018. This board order is to obtain BOS approval for the grant submission.

### CONSEQUENCE OF NEGATIVE ACTION:

If not approved, funding to assist with Early Head Start operating costs will be forfeited.

### CHILDREN'S IMPACT STATEMENT:

The Community Services Bureau of the Employment & Human Services Department's Head Start program supports three of Contra Costa County's community outcomes - Outcome 1: "Children Ready for and Succeeding in School," Outcome 3: "Families that are Economically Self-sufficient," and, Outcome 4: "Families that are Safe, Stable, and Nurturing." These outcomes are achieved by offering comprehensive services, including high quality early childhood education, nutrition, and health services to low-income children throughout Contra Costa County.