



**Contra
Costa
County**

To: Board of Supervisors
From: Kathy Gallagher, Employment & Human Services Director
Date: April 28, 2020

Subject: Early Head Start Childcare Partnership-2 Grant Carryover of Unobligated Funds and Waiver of Non-Federal Share

RECOMMENDATION(S):

AUTHORIZE the Employment and Human Services Director, or designee, to submit an application to carry-over \$1,798,050 of unobligated funds and to request a waiver of non-federal share of \$449,513 to the Administration for Children and Families (ACF) for the Early Head Start Childcare Partnership-2 Grant, for the term September 1, 2019 through August 31, 2020.

FISCAL IMPACT:

This BO will carryover budgeted, unobligated Federal funds in the amount of \$1,798,050. Additionally, if the waiver of non-federal share of \$449,513 is granted, it will decrease in-kind match requirements. (CFDA # 93.600)

BACKGROUND:

The Administration for Children and Families (ACF) allows grantees to carry over unobligated funds to the next grant period to allow grantees to complete unfinished program initiatives and projects that were identified in the previous years' operation but are still work-in-progress in the current grant period.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **04/28/2020** ☒ 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: April 28, 2020

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

By: Laura Cassell, Deputy

Contact: CSB (925) 681-6389

cc: Nasim Eghlima, Christina Reich, Haydee Ilan

The Board approved submission of a grant application to ACF for Early Head Start
Childcare

BACKGROUND: (CONT'D)

Partnership 2 grant funds on August 16, 2016 (C.37). As a result, the County was awarded funding in the amount not to exceed \$5,000,000 for the budget period of January 1, 2017 through December 31, 2017 to address program initiatives of health and safety, nutrition, disabilities and mental health of families as well as professional development of Early Head Start staff. CSB was unable to fully utilize the initial grant amount due to many factors such as an inability to hire qualified teaching staff, difficulty in finding qualified partners/sub-recipients and project delays.

ACF recognized these difficulties and granted the roll-over of the unspent portion of \$4,035,918 into the grant period of September 1, 2018 through August 31, 2019, in addition to the new grant funding of \$3,540,487 (May 1, 2018, C.20) for the same budget period. During this budget period, CSB was able to meet its program initiatives, however, was unable to fully utilize the amount of unobligated funds of \$1,798,505 when the grant period ended August 31, 2019 as a result of delays in the completion of County Public Works projects. The carry-over request of \$1,798,050 is the result of unobligated funds of \$450,234 from the basic grant of \$3,540,487 and \$1,347,816 from the first carry-over amount of \$4,035,918.

ACF recognized the Grantee's situation and agreed to extend the grant period of the unobligated funds for the period September 1, 2019 through August 31, 2020. The carry-over funds will need to be obligated by August 31, 2020.

As a grantee, the Department can apply for a waiver of non-federal share waiver from ACF for the Early Head Start Childcare Partnership-2 Grant because these unobligated funds are for health and safety maintenance of children's centers and cannot generate volunteer hours from the community.

This board order is to approve the submission of an application for carry-over of the unobligated funds under Early Head Start Childcare Partnership-2 Grant, as well as approval of waiver for non-federal share. Due to the timing of the program's year-end close and ACF's requirement to submit the final Financial Federal Report (SF-425) due on April 30, 2020 for the grant period of September 1, 2018 through August 31, 2019, CSB is now able to request the carry-over of unobligated funds. CSB submitted the final SF-425 on April 1, 2020. Further, the Head Start Policy Council approved these actions at their April 15, 2020 meeting.

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, supplemental funding to operate the Early Head Start Childcare Partnership-2 Program will not be received and will have adverse effect on the health and safety of the children being served.

CHILDREN'S IMPACT STATEMENT:

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.