



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Kathy Gallagher, Employment & Human Services Director  
Date: May 12, 2020

Subject: 2020 Head Start Cost-of-Living Adjustment and Quality Improvement Funds and Waiver of Non-Federal Share

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to apply for and accept Cost-of-Living Adjustment and Quality Improvement supplemental funding from the U.S. Department of Health and Human Services, Administration for Children and Families (ACF), in an amount not to exceed \$693,707 and to request a waiver of non-federal share of \$173,427 for the Head Start Program, for the term January 1, 2020 through December 31, 2020.

**FISCAL IMPACT:**

Increase in supplemental Federal funds in the amount of \$693,707 for Cost-of-Living (\$334,341) and Quality Improvement (\$359,366). On 04/03/2020, the Office of Head Start announced that grantees can request a waiver for non-federal share as a result of COVID-19. This action requests a waiver of the non-federal share of \$173,427, computed at 25% of supplemental amount for the Head Start Program. (CFDA #93.600)

**BACKGROUND:**

Contra Costa County submits an application annually to U.S. Health and Human Services Department, ACF as the Head Start grantee. The Department of Health and Human

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **05/12/2020** ☒ 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: May 12, 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

Services,

## BACKGROUND: (CONT'D)

and Education Appropriations Act of 2020 and Continuing Appropriations Act of 2020 contains an increase for Head Start. A portion of the increase provides a Cost-of-Living Adjustment (COLA) of two (2%) percent to assist grantees in increasing staff salaries and fringe benefits and offsetting higher operating costs, as well Quality Improvement Funds that are allocated proportionally based on federally funded enrollment. The Department intends to use the funding to cover negotiated increases to salary and benefits and other program initiatives based on community needs. Head Start services are operated by the Employment and Human Services Department, Community Services Bureau.

The coronavirus outbreak, a national emergency, is seriously affecting communities though the nation. The Head Start Act recognizes that lack of resources in a community adversely impacted by a major disaster may prevent Head Start grantees from providing all or a portion of their required non-federal contribution. The Office of Head Start (OHS) has determined that the widespread impact of the coronavirus outbreak adversely impacts all Head Start grantees. Consequently, OHS will approve all requests for waiver of non-federal match associated with the following funds for the 2020 fiscal year: COLA, Quality Improvement and funding associated with Coronavirus.

The Head Start Policy Council has reviewed the application and approved it on April 15, 2020. This board order is to obtain Board of Supervisors' approval for the grant submission.

## CONSEQUENCE OF NEGATIVE ACTION:

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

## CHILDREN'S IMPACT STATEMENT:

The Community Services Bureau of the Employment and 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.

## ATTACHMENTS

OHS COLA Quality Improvement Funding Guidance - 09CH010862