



**Contra
Costa
County**

To: Board of Supervisors

From: Kathy Gallagher, Employment & Human Services Director

Date: April 20, 2021

Subject: 2019 Head Start Grant Carryover of Unobligated Funds

RECOMMENDATION(S):

AUTHORIZE the Employment and Human Services Director, or designee, to submit an application to the Administration for Children and Families (ACF) to carry-over \$338,440 of unobligated funds under the Head Start Grant, for facility renovation and construction of the Central Kitchen Facility, for the term April 1, 2021 through December 31, 2021.

FISCAL IMPACT:

This Board Order will carryover budgeted, unobligated Federal funds from Administration for Children and Families Office of Head Start in the amount of \$338,440 for the Head Start Program. 20% in-kind local match required. (CFDA # 93.600) (100% Federal)

BACKGROUND:

The Administration for Children and Families 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.

The Board approved submission of a grant application to ACF for Head Start grant funds on

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **04/20/2021** ☒ 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 20, 2021

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Laura Cassell, Deputy

Contact: V. Kaplan, (925)
608-5052

cc:

September

BACKGROUND: (CONT'D)

11, 2018 (C.50). As a result, the County was awarded funding in the amount not to exceed \$20,779,542 for the budget period of January 1, 2019 through December 31, 2019 to address program initiatives of health and safety, nutrition, disabilities and mental health of families as well as professional development of Head Start staff. Community Services Bureau (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.

This Board Order is to approve the submission of an application for carry-over of the unobligated funds under Head Start Grant for facilities renovation and construction of the Central Kitchen Facility. CSB as a grantee is allowed by ACF to carryover unobligated funds within the five-year grant cycle period 2019-2023. ACF's requirement to request the carry-over of unobligated funds is in the final Financial Federal Report (SF-425) which was submitted on April 30, 2020 for the grant period of January 1, 2019 through December 31, 2019. Further, the Head Start Policy Council approved these actions at their February 17, 2021 meeting.

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, supplemental funding for the facilities renovation and partial construction of the Central Kitchen Facility will not be received and will have adverse effects 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.

ATTACHMENTS

HS Budget Narrative