



**Contra
Costa
County**

To: Board of Supervisors

From: Kathy Gallagher, Employment & Human Services Director

Date: April 20, 2021

Subject: Early Head Start Childcare Partnership-2 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 to carry-over \$1,457,564 of unobligated funds under the Early Head Start Childcare Partnership-2 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 \$1,457,564 for the Early Head Start Childcare Partnership-2 Program. No local match is required. (CFDA # 93.600) (100% Federal)

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: **04/20/2021** ☒ 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:

The

BACKGROUND: (CONT'D)

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

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 \$1,798,050 when the grant period ended on 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 Board approved this carry-over of the unobligated funds under Early Head Start Childcare Partnership-2 Grant in the amount of \$1,798,050 on April 28, 2020 (C.20).

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 for facilities renovation and construction of the Central Kitchen Facility. 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 January 30, 2021 for the grant period of September 1, 2019 through August 31, 2020, CSB is now able to request the carry-over of unobligated funds. Further, the Head Start Policy Council approved these actions at their February 17, 2021 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 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

EHS CCP2 Budget Narrative