



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Kathy Gallagher, Employment & Human Services Director  
Date: May 11, 2021

Subject: 2021 Early Head Start-Child Care Partnership Cost-of-Living Adjustment

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**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to apply for and accept the 1.22% Cost-of-Living Adjustment (COLA) from the U.S. Department of Health and Human Services, Administration for Children and Families (ACF), in an amount not to exceed \$20,000 and to request a waiver of non-federal share for the Early Head Start-Child Care Partnership Program, for the term September 1, 2021 through December 31, 2021.

**FISCAL IMPACT:**

Increase in supplemental Federal funds in the amount of \$20,000 for Cost-of-Living Adjustment. The funding guidance includes the flexibility for waiver requests of non-federal match requirement through the public health emergency for the 2019 novel coronavirus.

This action requests a waiver of the non-federal share of \$5,000, computed at 25% of supplemental amount for the Early Head Start Child Care Partnership Program (CFDA #93.600).

**BACKGROUND:**

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY

☐ RECOMMENDATION OF BOARD

ADMINISTRATOR

COMMITTEE

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Action of Board On: **05/11/2021** ☒ 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: May 11, 2021

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

By: Wendy Mascitto, Deputy

Contact: A. Bailey-Nesbitt,  
925-608-4930

cc:

Contra Costa County submits an application annually to the U.S. Health

## BACKGROUND: (CONT'D)

and Human Services Department, ACF as the Head Start grantee. The Department of Health and Human Services, Consolidated Appropriations Act of 2021 contains an increase for Early Head Start-Child Care Partnership. The increase provides a Cost-of-Living Adjustment (COLA) of 1.22 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 negotiated increases to salaries and benefits. Early Head Start-Child Care Partnership services are operated by the Employment and Human Services Department, Community Services Bureau.

The coronavirus outbreak, a national emergency, is seriously affecting communities throughout the nation. The Head Start Act recognizes that lack of resources in a community adversely impacted by a major disaster may prevent Early Head Start-Child Care Partnership 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 Early Head Start-Child Care Partnership grantees. Consequently, OHS will approve all requests for waiver of non-federal match associated with the following COLA funds for the 2021 fiscal year.

As Community Services Bureau is planning to extend the budget period for Early Head Start-Child Care Partnership by four months to consolidate the grant with the base Head Start/Early Head Start grant, the Bureau is eligible for COLA funds in the amount of \$20,000 for the period of September 1, 2021 through December 31, 2021. This is a third of the annual amount of \$60,000.

The Head Start Policy Council has reviewed the application and is anticipated to approve it at their next meeting on April 21, 2021. 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 Funding Guidance – 09HP0001111