



**Contra
Costa
County**

To: Board of Supervisors

From: Marla Stuart, Employment and Human Services Director

Date: March 21, 2023

Subject: Head Start and Early Head Start Year 2 Unobligated Funds Carryover

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to request approval from the U.S. Department of Health and Human Services, Administration for Children and Families (ACF), Office of Head Start to carry-over \$3,389,865 of unobligated funds under the Head Start and Early Head Start Year Two Grant, for program initiatives related to health and safety of families, as well as professional development of Head Start staff, and facility renovation for the term January 1, 2023 through December 31, 2023.

FISCAL IMPACT:

\$3,389,865: Total carryover of remaining unobligated funds from the U.S. Department of Health and Human Services, ACF, Office of Head Start (100% Federal)

No County match required.

CFDA/AL #93.600

BACKGROUND:

ACF allows grantees to carry-over unobligated funds to the next grant year so that grantees may complete unfinished program initiatives and projects identified in the previous years'

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY

☐ RECOMMENDATION OF BOARD

ADMINISTRATOR

COMMITTEE

Action of Board On: **03/21/2023** ☒ 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

Ken Carlson, 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: March 21, 2023

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

By: June McHuen, Deputy

Contact: CSB 925-681-6389

operation, but are still in-progress under the current grant. Community Services Bureau (CSB), as a grantee is allowed to carry-over unobligated funds within the five-year grant cycle period of 2019-2023.

BACKGROUND: (CONT'D)

ACF's requirement to request carry-over of unobligated funds from year two is in the final Financial Report (SF-425) which was submitted on October 22, 2021 for the grant period January 1, 2020 through December 31, 2020.

The Board of Supervisors approved submission of a year 2 grant application to ACF for Head Start and Early Head Start grant funds on September 10, 2019 (C.74-C.75). As a result, the County was awarded funding in an amount not to exceed \$22,945,798 for the budget period January 1, 2020 through December 31, 2020 to address program initiatives of health and safety, nutrition, disabilities and mental health of families as well as professional development of 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 and unexpected project delays.

CONSEQUENCE OF NEGATIVE ACTION:

If not approved, the County will lose funding required to complete budgeted facilities projects, which will have adverse effects on the health and safety of children receiving services.

CHILDREN'S IMPACT STATEMENT:

The Community Services Bureau of the EHSD's Head Start program supports three (3) 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

Summary Year 2 Carryover of Unobligated Funds