

AN ORDINANCE 2018-11-29-0942

**APPROVING THE SUBMISSION OF AN ADDITIONAL EARLY HEAD START - CHILD CARE PARTNERSHIP GRANT APPLICATION TO THE U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES AND ACCEPTANCE UPON AWARD OF \$2,183,000.00 FOR THE PERIOD OF MARCH 1, 2019 - FEBRUARY 29, 2020; AND APPROVING A BUDGET, INCLUDING AN IN-KIND MATCH OF \$436,600.00, AND A PERSONNEL COMPLEMENT.**

\* \* \* \* \*

**WHEREAS**, on October 29, 2018, the Administration for Children and Families (ACF) announced the availability of approximately \$140 million to be awarded for the expansion of high-quality, comprehensive services to low-income infants and toddlers and their families through existing Early Head Start-Child Care Partnership (EHS-CCP) programs; and

**WHEREAS**, since 2015 City's existing EHS-CCP program provides 216 children with safe and enriching learning environments to promote physical, cognitive, social, and emotional development while supporting parents and families by addressing social and economic needs through customized case management and supports; and

**WHEREAS**, as the grantee, DHS provides program management, oversight, governance, family support and mental wellness services, and contracts with six child care centers located in the Edgewood and San Antonio Independent School Districts to provide early education and care and with the San Antonio Metropolitan Health District and University of the Incarnate Word to provide health and dental services to enrolled children; and

**WHEREAS**, the additional grant may potentially serve an additional 76 slots in an underserved community; **NOW THEREFORE:**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAN ANTONIO:**

**SECTION 1.** Submission of a grant application to the U.S. Department of Health and Human Services (HHS) and acceptance upon award of up to \$2,183,000.00 for the period of March 1, 2019 - February 29, 2020 is hereby approved. A copy of the application is on file with Department of Human Services (DHS).

**SECTION 2.** The City Manager or her designee, or the Director of the DHS or her designee, is authorized to initiate, negotiate, and execute any and all necessary documents and grant contracts to effectuate the application and acceptance of the referenced grant, and to execute contract amendments pertaining to this contract, to include: a) carry-over funds, when ascertained and approved by the funding agency through a revised notice of award; b) line item budget revisions authorized by the funding agency; c) modifications to the performance measures authorized by the

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general parameters of the intent of the grant; d) no cost extensions; e) amendments which will provide supplemental grant funds to a grant by the funding agency in an amount up to 20% of the total amount initially awarded to the grant; f) reimbursement increases of administrative funds for each participant served; g) amendments funding one time equipment purchases or defined program services; and h) changes in regulations mandated by the funding agency.

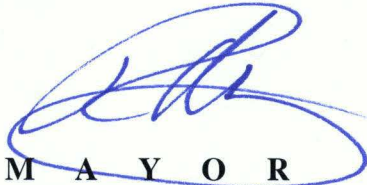
**SECTION 3.** A proposed budget including an in-kind match budget of \$436,600.00, is attached hereto and incorporated herein for all purposes as **Attachment I**, and is hereby approved. Upon acceptance of this award, new funds and internal order numbers will be created, upon which the award amount of up to \$1,746,400.00 from the HHS will be appropriated. A formal final budget which will include a department specific fund, an Internal Order number, and General Ledger numbers will be submitted by the department upon award.

**SECTION 4.** The proposed personnel complement of five (5) positions, attached hereto and incorporated herein for all purposes as **Attachment II**, is hereby approved.

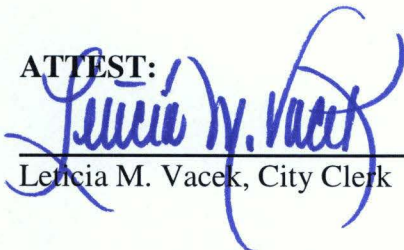
**SECTION 5.** The financial allocations in this Ordinance are subject to approval by the Director of Finance, City of San Antonio. The Director of Finance may, subject to concurrence by the City Manager or the City Manager's designee, correct allocations to specific SAP Fund Numbers, SAP Project Definitions, SAP WBS Elements, SAP Internal Orders, SAP Fund Centers, SAP Cost Centers, SAP Functional Areas, SAP Funds Reservation Document Numbers and SAP GL Accounts as necessary to carry out the purpose of this Ordinance.

**SECTION 6.** This Ordinance is effective immediately upon the receipt of eight affirmative votes; otherwise, it is effective ten days after passage.


**PASSED AND APPROVED this 29th day of November, 2018.**

  
M A Y O R  
Ron Nirenberg

ATTEST:

  
\_\_\_\_\_  
Leticia M. Vacek, City Clerk

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Andrew Segovia, City Attorney



<b>Agenda Item:</b>	<b>13 ( in consent vote: 4, 5, 6, 7, 8, 9A, 9B, 9C, 9D, 9E, 10, 11, 12, 13, 14, 15, 16, 17, 19, 20, 21, 23, 24, 25, 26, 27, 28, 29A, 29B )</b>						
<b>Date:</b>	11/29/2018						
<b>Time:</b>	09:41:48 AM						
<b>Vote Type:</b>	Motion to Approve						
<b>Description:</b>	Ordinance approving the submission of a grant application to the U.S. Department of Health and Human Services in connection with the Early Head Start - Child Care Partnership Program; accepting funds upon award of \$2,183,000.00 including an in-kind grant match of \$436,600.00; and approving a budget and personnel complement. [María Villagómez, Assistant City Manager; Melody Woosley, Director, Human Services]						
<b>Result:</b>	Passed						
<b>Voter</b>	<b>Group</b>	<b>Not Present</b>	<b>Yea</b>	<b>Nay</b>	<b>Abstain</b>	<b>Motion</b>	<b>Second</b>
Ron Nirenberg	Mayor		x				
Roberto C. Treviño	District 1		x			x	
William Cruz Shaw	District 2	x					x
Rebecca Viagran	District 3	x					
Rey Saldaña	District 4		x				
Shirley Gonzales	District 5		x				
Greg Brockhouse	District 6		x				
Ana E. Sandoval	District 7		x				
Manny Pelaez	District 8		x				
John Courage	District 9		x				
Clayton H. Perry	District 10		x				

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# Attachment I

**EARLY HEAD START-CHILD CARE PARTNERSHIP PROGRAM**  
**Proposed for Year 1**  
**PERSONNEL COMPLEMENT**

13800000XXXX 2019-2020 EHS-CCP	Job Class	Proposed 2019-2020 Positions
SENIOR MANAGEMENT ANALYST	0999	1
MANAGEMENT ANALYST*	0046	2
FAMILY SUPPORT WORKER	2218	2
13800000XXXX 2019-2020 EHS-CCP		5

\*A 3rd Management Analyst position will be needed, but will be moved from current grant to new grant.

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# **Attachment II**

**Early Head Start - Child Care Partnership Program  
Proposed for Year 1**

		BUDGET	
REVENUES:			
4501000	Grants Federal - Operating	\$	1,746,400
	Subtotal Grant	\$	1,746,400
6500000	In Kind Revenue	\$	371,450
6506010	In Kind Indirect Costs		65,150
	Subtotal (In Kind)	\$	436,600
TOTAL REVENUES			2,183,000

**APPROPRIATIONS:**

**138000000xxx 2019-2020 Early Head Start COSA**

5101010	Regular Salaries	\$	300,507
5101050	Language Skill Pay		1,200
5103005	FICA & Medicare Exp		22,989
5103010	Life Insurance		301
5103035	Pers Leave Buy Back		5,000
5103056	Transportation Allow		-
5103105	Cell Phone Reimburse		-
5105010	Retirement Exp		35,039
5170040	CivIn Actv Healthcr		47,000
5201040	Fees to Pros		3,424
5202020	Contractual Services-COSA		9,000
5203040	Adv and Publications		-
5203050	Membership Dues		-
5203060	Binding & Printing		6,000
5203070	Subs to Publications		-
5203080	Subs to Comp. Serv		1,999
5203090	Transportation Fees		3,600
5204050	Maint - Buildings		2,015
5205010	Mail and Parcel Post		18
5205020	Rental Office Equip.		298
5207010	Travel-Official		3,336
5208530	Alarm and Sec. Serv.		260
5302010	Office Supplies		17,252
5304010	Food		2,483
5304075	Computer Software		
5304080	Other Commodities		41,148
5403040	Cell Phone Services		475
5403510	Wireless Data Communication		1,056
5404520	Software Licenses		-

5404530	Gas and Electricity	-
5404540	Water and Sewer	-
5407032	DW Other	1,000
5501065	Cap<5000 - Furniture & Fixtures	-
<b>Total 138000000xx</b>		<b>\$ 505,400</b>
<b>138000000xxx 2019-2020 Early Head Start COSA T&amp;TA</b>		
5201025	Education - Classes	5,470
5201040	Fees to Prof. Contractors	24,930
<b>Total 138000000xxx</b>		<b>\$ 30,400</b>
<b>13800000xxxx 2019-2020 Early Head Start Centers</b>		
5202020	Contractor- Alamo Community College Distric	\$ 224,400
5202020	Contractor- San Antonio ISD	261,800
5202020	Contractor- Blessed Sacrament Academy	112,200
5202020	Contractor - Seton Home	112,200
<b>Total 138000000xxx</b>		<b>\$ 710,600</b>
<b>13800000xxxx 2019-2020 Start Up</b>		
5201040	Fees to Pros	\$ 26,900
5202020	Contractor- Alamo Community College District	277,774
5202020	Contractor- San Antonio ISD	64,500
5202020	Contractor- Blessed Sacrament Academy	23,000
5202020	Contractor - Seton Home	23,000
5304075	Computer Software	-
5304080	Other Commodities	5,200
5404520	Software Licenses	13,170
5501000	Cap<5000- Computer Equipment	54,856
5501065	Cap<5000- Furniture & Fixtures	11,600
<b>Total 138000000xxx</b>		<b>\$ 500,000</b>
<b>13800000xxxx 2019-2020 Head Start - NonFederal</b>		
5406530	Indirect Costs (unrecovered)	\$ 65,150
6602025	In Kind Other Contra	371,450
<b>Total 13800000xxxx</b>		<b>\$ 436,600</b>
<b>TOTAL APPROPRIATIONS</b>		<b>\$ 2,183,000</b>