

Approval of the Early Head Start Carry Over Application





Grant No: 06CH011533

City of San Antonio Early Head Start Carryover Request – Reprogram Application

Program Year 2020-2021

Project Summary

The City of San Antonio (City), Department of Human Services (DHS), as the grantee for the Early Head Start Program, submits the enclosed Carryover Request – Reprogram application for consideration. This request is to carryover unobligated funding in the total amount of \$16,500.00 from the budget period ending January 31, 2021.

Unspent Balance Explanation

06CH011533	Project Period 7/1/20-1/31/21	Variance %
Federal Awarded	\$1,362,682.00	100%
Expenditures	\$887,446.09	65.12%
Unspent Funds	\$475,235.91	34.88%

The DHS EHS program left \$475,235.91 of our federal award unspent. The primary reasons for the balance were attributed to:

- Limitations caused by COVID-19 (COVID) pandemic to include a slow start-up of the new program and the inability to hire staff.
- Other unspent funds were associated with suspension of travel, contractor's inability to complete work and supply orders unable to be fulfilled because of COVID and the shutdown.

Plan for Carryover Funding

The additional funds will allow the Early Head Start program to provide opportunities for continued improvements in the center base facility and courtyard/playground learning space. Table 2 represents the proposed allocations for the Edgewood Early Head Start (EHS) based on identified needs of the program.

Table 2: Proposed allocations

Service Provider	Proposed Allocations
Edgewood ISD	\$16,500.00
Total	\$16,500.00

Working with Edgewood EHS, DHS provided a template to gather the input on their needs for their center base program. Edgewood proposes to incorporate a fan system within the courtyard area for better ventilation and comfort. In addition, classroom doors will be replaced with current doors with those with observation windows in the top portion of the door. The proposed items are appropriate for quality enhancements.

Conclusion

DHS and the Edgewood EHS program are committed to the success of the EHS program. Receipt of the carryover request will provide the needed funds to continue to provide the highest quality infant toddler program to our children and families.



Grant No: 06CH011533

City of San Antonio
Early Head Start Program
Carry Forward Budget Justification
Program Year 2021-2022

1. Summary

The City of San Antonio (City), Department of Human Services (DHS), as the grantee for the Early Head Start Program, submits the enclosed Carryover Request – Reprogram budget justification. This request is to carryover unobligated funding in the total amount of \$16,500.00 from the budget period ending January 31, 2021. DHS's match requirement for the non-federal share is in the amount of \$4,125.00. Edgewood Independent School District proposes to incorporate a fan system within the courtyard area for better ventilation and comfort. In addition, classroom doors will be replaced with current doors with those with observation windows in the top portion of the door. The proposed items are appropriate for quality enhancements.

2. Early Head Start – Budget Justification – Federal Share

Contractual Services _____ **\$16,500.00**

Service Provider	Amount
Edgewood Independent School District	\$16,500.00

3. Early Head Start – Budget Justification – Non-Federal Share

Contractual Services _____ **\$4,125.00**

Service Provider	Non-Federal Amount
Edgewood Independent School District	\$4,125.00