



# City of San Antonio

## Agenda Memorandum

**File Number:**16-5203

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**Agenda Item Number:** 12.

**Agenda Date:** 10/20/2016

**In Control:** City Council A Session

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**DEPARTMENT:** Human Services

**DEPARTMENT HEAD:** Melody Woosley

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

**Head Start Grant Refunding Application**

**SUMMARY:**

The Department of Human Services (DHS) requests authorization of the following grant and budgetary actions for the City's Head Start program:

- a) Submission of a refunding application, and associated grant documents, to the U.S. Department of Health and Human Services (HHS), and acceptance upon award, of an amount up to \$22,483,945 for the period of February 1, 2017 to January 31, 2018;
- b) A program budget of \$28,104,932, including an in-kind match of \$5,620,987 and a personnel complement of 94 City positions;
- c) Education service provider contract with San Antonio Independent School for the period of February 1, 2017 to January 31, 2018 in an amount of \$12,053,245.00 with one five month renewal option;
- d) Education service provider contract with Edgewood Independent School District for the period of February 1, 2017 to January 31, 2018 in an amount of \$4,171,411.00 with one five month renewal option;
- e) Health service provider contract with University Health System for the period of February 1, 2017 to June 2, 2017 in an amount of \$20,000.00 with one renewal option for up to five months;
- f) Dental service provider agreement with San Antonio Metropolitan Health District for the period of February 1, 2017 to January 31, 2018 in an amount of \$111,740.00;
- g) Negotiation and execution of contract amendments to the 4 service provider contracts based on program improvements and/or additional awards so long as grant funds are available; and
- h) Negotiation and execution of Memoranda of Understanding to collaborate with community agencies as required by the Head Start Act;
- i) Approval for the Director of the Department of Human Services to execute any and all documents

related to acceptance of this grant, to include acceptance of additional grant funds, if awarded and matching funds are available in City's budget

## **BACKGROUND INFORMATION:**

The Head Start program is a federally-funded early childhood education program administered by the U.S. Department of Health and Human Services (HHS). Head Start provides early education, family support, and medical services to eligible children, between the ages of three and five, and their families. The City of San Antonio has served as a Head Start grantee for over 30 years and currently serves 3,020 children in 26 Head Start locations in the Edgewood Independent School District (EISD) and San Antonio Independent School District (SAISD).

The program serves children at or below 125% of the Federal Poverty Level and prioritizes the most vulnerable children, including those with disabilities, homeless, and children in the foster care system. DHS provides direct program management, oversight, governance, family support and mental wellness services and contracts with EISD and SAISD for the provision of educational services; the University Health System for health services; and Metropolitan Health District for dental services.

On August 11, 2016, the City received notification from HHS of available funding in the amount of \$22,483,945, for the period of February 1, 2017 to January 31, 2018 for the continuation of Head Start Program Services. The refunding application and associated grant documents are due to HHS by November 1, 2016.

## **ISSUE:**

Grant funds awarded for the 2017-2018 Program Year will provide for the continuation of Head Start Program services and further the City's goal to improve the education and quality of life of San Antonio area children and their families. Funding supports DHS operational costs including administrative oversight, monitoring, and the provision of direct family and community support services and service provider operations. This ordinance authorizes a total program budget of \$28,104,932, including an in-kind match of \$5,620,987 and a personnel complement of 94 City positions. Two Management Analyst positions and an Administrative Assistant II position will be moved from the Early Head Start program personnel complement to Head Start and 1 Family Support Worker position will be delimited.

This ordinance also authorizes DHS to execute service provider contracts with SAISD, EISD, University Health System, and the Metropolitan Health District in a cumulative amount not to exceed \$16,356,396 for a term of February 1, 2017 to January 31, 2018. This item also approves one five month option to renew the SAISD and EISD contracts and a renewal option for the University Health System contract up to five months. Funding will provide for the provision of high quality education, health, and dental services during the Head Start Program school year.

The 2017-2018 Head Start Refunding application was approved by Head Start Policy Council on September 27, 2016. Prior to the February 1, 2017 grant start date, DHS may return to City Council to request approval of grant related contract actions with Head Start service providers.

## **ALTERNATIVES:**

If this ordinance is not approved, HHS would identify another agency to provide Head Start services in the

EISD and SAISD service areas. This may delay the provision of services to the community and negatively impact currently enrolled children and families.

### **FISCAL IMPACT:**

This ordinance authorizes the 2017/2018 Head Start Grant Program in the amount of \$28,104,932. Of this amount, \$22,483,945 is provided by the U.S. Department of Health and Human Services and \$5,620,987 is required in-kind grant match provided by the City of San Antonio and Head Start Providers. In kind match includes expenses such as facilities, personnel, volunteers, and consultants.

Of the \$22,483,945 grant amount, this ordinance authorizes \$16,356,396 for four Head Star Service Provider Contracts; and \$6,127,549 for the City of San Antonio Human Services Department to monitor and administer the program; provide Family Support Services; and support training and technical assistance. A total of 94 positions are authorized in the Human Services Department for the 2017/2018 Head Start Grant Program.

### **RECOMMENDATION:**

Staff recommends approval of this ordinance authorizing submission of a grant application, and associated grant documents, acceptance of funds upon award, a budget and associated program personnel complement. Staff also recommends approval of four service provider contracts related to the 2017-2018 Head Start refunding application.