



City of San Antonio

Agenda Memorandum

File Number:19-2840

Agenda Item Number: 11.

Agenda Date: 4/18/2019

In Control: City Council A Session

DEPARTMENT: Human Services

DEPARTMENT HEAD: Melody Woosley

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Early Head Start-Child Care Partnership Grant Application and Provider Contracts and Head Start Personnel Complement

SUMMARY:

The Department of Human Services (DHS) requests authorization of the following actions related to a grant application for the City's Early Head Start-Child Care Partnership (EHS-CCP):

- a) Submission of a grant application and associated documents to the U.S. Department of Health and Human Services (HHS), and acceptance upon award of an amount up to \$2,847,532.00 for the period of August 1, 2019 to July 31, 2020;
- b) A total program budget of \$3,559,415.00, including an in-kind match of \$711,833.00 and a personnel complement of 16 positions for DHS;
- c) Six education service provider contracts with Blessed Sacrament Academy, Ella Austin Community Center, Healy-Murphy Center, Inc., Inman Christian Center, Seton Home, and Young Women's Christian Association Olga Madrid Center for the period of August 1, 2019 to July 31, 2024 in a combined amount of \$1,663,200.00 for each annual grant budget period of the five year project period so long as grant funds are available;
- d) Negotiation and execution of contract amendments with the six education service provider contracts based on program improvements and/or additional awards so long as grant funds are available

In addition, the City received notification from HHS of supplemental funding for the Fiscal Year 2019 Head Start Program in the amount of \$408,495, which provided a cost-of-living adjustment (COLA) of 1.77 percent to assist grantees in increasing staff salaries and fringe benefits and offsetting higher operating costs. When funds are awarded by HHS, DHS is requesting to increase the personnel complement from 87 to 89 positions.

Furthermore, this ordinance authorizes the Director of Human Services to initiate, negotiate, and execute any and all necessary documents and a grant contract to effectuate the 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 funding agency and listed in the contract so long as the terms of the amendment stay within the general parameters of the intent of the grant; d) no cost extensions; e) amendments which will provide supplemental grant funds to the grant by the funding agency in an amount up to 20% of the total amount 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, if awarded and matching funds are available in City's budget.

BACKGROUND INFORMATION:

The Head Start and Early Head Start-Child Care Partnership (EHS-CCP) grant programs are federally-funded programs administered by HHS. The programs provide early childhood education, family support and comprehensive support services to eligible children between the ages of six weeks and five years, and their families.

The Head Start Grant serves children at or below the federal poverty line and prioritizes the most vulnerable children, including those with disabilities, experiencing homelessness and children in the foster care system. The program mission is to prepare children and engage families for school readiness and lifelong success. The City of San Antonio program serves a total of 3,020 children: 777 children in the Edgewood Independent School District (EISD) and 2,243 children in the San Antonio Independent School District (SAISD). As the program grantee, Head Start provides direct program management, oversight, training and technical assistance, governance, family support and mental wellness services. The comprehensive services approach positively impacts families and holistically addresses the needs of the children. Head Start also contracts with EISD and SAISD for the provision of educational and disability services, the Metropolitan Health District for dental services and University of the Incarnate Word for health services.

The EHS-CCP Grant provides early childhood education and development for low-income families with infants and toddlers (ages 6 weeks to 35 months). Early Head Start partners with six non-profit child care centers to expand access to high-quality comprehensive services for 216 low-income infants and toddlers and their families

ISSUE:

On February 13, 2019, the City received notification from HHS of available funding in the amount of \$2,847,532.00, for the period of August 1, 2019 to July 31, 2020. This ordinance authorizes budgetary, grant, and contract items to ensure continuation of EHS-CCP Program services for the period of August 1, 2019 to July 31, 2020. Funding will provide for the City's operational costs and provision of direct family and community support and mental wellness services, including a personnel complement of 16 positions, and service provider operations.

Grant funds awarded for the 2019-2020 Program Year will provide for the continuation of EHS-CCP Program services and further the City's goal to improve the education and skill level of San Antonio area children and their families. Funding supports DHS operational costs that includes the provision of direct family and

community support services and service provider operations. DHS is also requesting authority to execute contracts with EHS-CCP service providers in an amount up to \$1,663,200.00, to ensure uninterrupted services and subsequent contract amendments.

The grant application is due to HHS on May 1, 2019. The 2019-2020 EHS-CCP grant application was approved by Head Start Policy Council on March 26, 2019. Awarded grant funds for the 2019-2020 Program Year will provide for the continuation of the EHS-CCP Program services and the City's policy of enhancing early childhood education.

When funds are awarded by HHS, DHS is requesting to increase the personnel complement from 87 to 89 positions. The addition of the two permanent Senior Family Support Worker positions will allow our program to reduce caseload size within the program and for continued quality services to the families.

ALTERNATIVES:

If this ordinance is not approved, HHS would identify another agency to receive the supplemental funding for the Head Start Program, and to provide EHS-CCP 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 following actions related to a grant application for the City's Early Head Start-Child Care Partnership (EHS-CCP):

- a) Submission of a grant application and associated documents to the U.S. Department of Health and Human Services (HHS), and acceptance upon award of an amount up to \$2,847,532.00 for the period of August 1, 2019 to July 31, 2020;
- b) A total program budget of \$3,559,415.00, including an in-kind match of \$711,833.00 and a personnel complement of 16 positions for DHS;
- c) Six education service provider contracts with Blessed Sacrament Academy, Ella Austin Community Center, Healy-Murphy Center, Inc., Inman Christian Center, Seton Home, and Young Women's Christian Association Olga Madrid Center for the period of August 1, 2019 to July 31, 2020 in the total amount of \$1,663,200.00, with four one-year renewals so long as grant funds are available;

In addition, the City received notification from HHS of supplemental funding for the Fiscal Year 2019 Head Start Program in the amount of \$408,495, which provided a cost-of-living adjustment (COLA) of 1.77 percent to assist grantees in increasing staff salaries and fringe benefits and offsetting higher operating costs. When funds are awarded by HHS, DHS is requesting to increase the personnel complement from 87 to 89 positions.

RECOMMENDATION:

Staff recommends approval of this ordinance authorizing submission of a grant application, and associated grant documents, and acceptance of funds upon award, a budget, associated program personnel complement and associated contracts with EHS-CCP child care service providers with four year renewals and authority to execute contract amendments. Staff also recommends the approval of the Head Start Personnel Complement.

