

City of Alexandria, Virginia

6-12-01

MEMORANDUM

DATE: JUNE 5, 2001

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: PHILIP SUNDERLAND, CITY MANAGER ^S

SUBJECT: SUBMISSION OF A GRANT APPLICATION TO THE DEPARTMENT OF HEALTH AND HUMAN SERVICES HEAD START BUREAU FOR EXPANSION OF THE ALEXANDRIA HEAD START PROGRAM FOR FISCAL YEAR 2002

ISSUE: Approval of a grant application to the federal Department of Health and Human Services Head Start Bureau for a competitive expansion grant for operating costs for one new Head Start classroom serving 17 children.

RECOMMENDATION: That City Council authorize the City Manager: 1) to submit a proposal for \$100,000 in federal expansion funds to operate one new Head Start classroom at Mt. Vernon Community School for 17 additional children beginning in January 2002; and 2) to execute all necessary documents.

The deadline for this grant application was June 1, 2001, and the grant application was submitted pending City Council's approval at its June 12 legislative session.

DISCUSSION: The City's grant application to the Head Start Bureau is for \$100,000 in expansion funds for one new Head Start classroom for 17 children at Mt. Vernon Community School.¹ The classroom will be equipped (books and furnishings) using \$35,031 in expansion funds. No renovations of the classroom are necessary. The remaining funds will be used to hire two teachers and a part-time family service worker and to fund other program costs for the six months the program will be open, from January through June 2002.

1

The Head Start program is negotiating with the school system regarding the use of a second classroom at Mt. Vernon Community School. This space may only be available during the 2001-02 school year; therefore, the Head Start program has developed a back-up plan. If the classroom at Mt. Vernon is not available during the school year that begins in September 2002, the materials and equipment that are being purchased for use at Mt. Vernon will be moved to a new Head Start classroom that is being added at the George Washington site during renovations in the summer of 2002. If, for any reason, the second Mt. Vernon classroom is not available in the 2001-02 school year, the Head Start program has spoken to a local church regarding space in their building.

The family service worker will provide support services to families and children, including working with parents to encourage full participation in the program, coordinating parent and community volunteers, and identifying resources in the community. The new classroom is intended to serve additional families and children in the Mount Vernon/Arlandria community, an area that has a large Hispanic population and many families with limited English proficiency.

FISCAL IMPACT: The application to the Head Start Bureau is for \$100,000 which includes start-up and operating expenses and costs for staff for one classroom at Mt. Vernon Community School starting in January 2002. The required local match of \$25,000 will be met by the donation of space, utility costs and maintenance services from the Alexandria City Public Schools, as well as foundation funding and in-kind donations of volunteer hours provided by the Campagna Center.

In addition, the City is responsible for the normal administrative costs associated with this grant. These costs include financial and reporting oversight provided by the administering agency, as well as by the Office of Management and Budget and by the Finance Department. It should be noted that there are no monies available in the City budget to continue these activities once the grant funds are expended.

ATTACHMENTS: None. The grant application may be reviewed in the Office of Management and Budget, Room 3600, City Hall, and the Office for Early Childhood Development, Department of Human Services, 2525 Mt. Vernon Avenue.

STAFF:

Carol M. Farrell, Director, Office for Early Childhood Development
Jack Powers, Director of Community Programs
Meg O'Regan, Director of Human Services
Carol Moore, Acting Deputy Director, OMB