


City of Alexandria, Virginia

MEMORANDUM

DATE: MAY 24, 2010

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: JAMES K. HARTMANN, CITY MANAGER 

SUBJECT: CONSIDERATION OF AN APPLICATION FOR ARRA FUNDS FOR THE SECOND YEAR OF A TWO YEAR EXPANSION OF THE ALEXANDRIA HEAD START PROGRAM

ISSUE: Consideration of an application to the Federal Department of Health and Human Services for American Recovery and Reinvestment Act (ARRA) allocated funds made available for the second year of an expansion of the Alexandria Head Start (AHS) program for the federal budget period October 1, 2010 through September 30, 2011.

RECOMMENDATION: That City Council:

- (1) Authorize the submission of a grant application, due June 30, 2010, in the amount of \$319,425, consisting of \$313,162 for Head Start program operations and \$6,263 for training and technical assistance; and
- (2) Authorize the City Manager to execute all necessary documents.

BACKGROUND: AHS is a federally funded program serving 252 children, ages three to five, in the City of Alexandria. The City is the grantee for the program and The Campagna Center (TCC) is the delegate agency. Funds for the program flow from the federal government to the City of Alexandria and then to TCC which is responsible for the day to day operations of the program. TCC's governing board is responsible for the governance of the program, with annual reporting to City Council.

In May 2009, the City applied and was approved for ARRA funds to expand the Alexandria Head Start program to serve an additional 57 children for a two-year period beginning in FY 2010. The current application is for the second year of that two-year period.

DISCUSSION: The notification of the availability of ARRA funds with guidelines for the development of a refunding application was received by the Department of Human Services (DHS) on April 16, 2010 and the application is due on June 30, 2010. The award letter specifies the amount of funding available and the local program is responsible for developing an application for the use of these funds within Head Start guidelines.

AHS proposes to use the \$313,162 available for program operations to continue to serve 57 additional children at the following sites:

Head Start Expansion by Site	
Site	Number of Children
Jefferson Houston	33
George Washington	16
Mount Vernon	8
Total	57

The \$6,263 in Training and Technical Assistance dollars will be used to ensure that staff receives training designed to meet Licensing, Head Start and Accreditation requirements as well as meet the overall and individual training needs of staff. Topics will include: Fire and Pedestrian Safety, Implementation of Curriculum, Assessments and Screenings, Overview of Monitoring Tools and the Identification and Reporting Requirements of Suspected Child Abuse.

FISCAL IMPACT: A total of \$319,425 in ARRA funds is available to AHS for the program year beginning on September 1, 2010 including \$313,162 for program operations and \$6,263 for training and technical assistance. Alexandria City Public Schools (ACPS) will provide an in-kind match of \$79,856 in the form of donated space and services. ARRA funds will continue to have a different grant number and will be tracked separately from the on-going appropriation.

If the ARRA funds are not made part of the annual base grant for Head Start, the expanded program will be discontinued.

STAFF:

- Debra R. Collins, Assistant City Manager
- Bruce Johnson, Chief Financial Officer of Management and Budget
- Kendel Taylor, Assistant Director, Office of Management and Budget