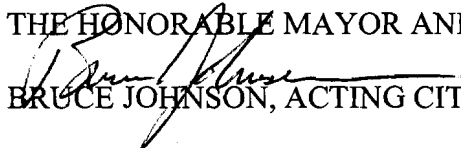


## City of Alexandria, Virginia

## MEMORANDUM

**DATE:** JUNE 20, 2011

**TO:** THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

**FROM:**  BRUCE JOHNSON, ACTING CITY MANAGER

**SUBJECT:** SUPPLEMENTAL APPLICATION FOR FEDERAL HEAD START FUNDS TO PERMANENTLY REPLACE AMERICAN RECOVERY AND REINVESTMENT ACT FUNDS TO SUPPORT THE ALEXANDRIA HEAD START PROGRAM EXPANSION

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**ISSUE:** Consideration of a supplemental application to the Department of Health and Human Services (DHHS) for the federal budget period that begins on October 1, 2011 for Head Start funds that would become part of the Alexandria Head Start (AHS) base budget to support the expansion of the Alexandria Head Start program made possible with American Recovery and Reinvestment Act (ARRA) funds.

**RECOMMENDATION:** That City Council:

- (1) Authorize the submission of a supplemental grant application, due on July 1, 2011 in the amount of \$316,867, including \$313,162 for Head Start program operations and \$3,705 for training and technical assistance; and
- (2) Authorize the Acting 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 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 AHS program to serve an additional 57 children for a two-year period beginning in FY 2010. The current application is for federal Head Start dollars that will sustain the ARRA expansion and become a part of the AHS base budget.

**DISCUSSION:** The notification of the availability of federal Head Start funds to sustain the ARRA expansion with guidelines for the development of a refunding application was received by the City on May 16, 2011 and the application is due on July 1, 2011. 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	11
Mount Vernon	13
<b>Total</b>	<b>57</b>

The \$3,705 in training and technical assistance funds will be used to ensure that teaching staff receive training designed to meet licensing, Head Start, accreditation and Virginia Start Quality rating 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 \$316,867 in federal funds replacing ARRA is available to AHS for the program year beginning on September 1, 2011, including \$313,162 for program operations and \$3,705 for training and technical assistance. This funding will become part of the AHS base budget. The Alexandria City Public Schools (ACPS) will provide an in-kind match of \$63,373 in the form of donated space and services.

**STAFF:**

Debra R. Collins, Assistant City Manager  
Michael Gilmore, Director, Department of Community and Human Services  
Deborah Warren, Acting Director, Center for Children and Families, DCFS