



Hidalgo County Head Start Program

Policy Council Agenda

DATE: September 15, 2010

SUBJECT: Discussion/Approval to Submit an Application to Carry Forward Unobligated Fund Balance Awarded Under the ARRA for Expansion in 2009-2010

RATIONALE/NEED: To reallocate remaining balance in the expansion grant under ARRA in order to purchase supplies and equipment.

RECOMMENDATION: Administration recommends approval.

COST: N/A

RELATED INFORMATION INCLUDES: Memorandum

INITIATED BY: Edmundo Garcia, Assistant Program Director

REVIEWED BY: Teresa Flores, Executive Director

EXECUTIVE DIRECTOR'S APPROVAL:

Teresa Flores



Hidalgo County Head Start Program Memorandum

Date: September 9, 2010

To: Hidalgo County Head Start Policy Council and Commissioners' Court

From: Edmundo Garcia, Assistant Program Director *E. Garcia*

Through: Teresa Flores, Executive Director

Subject: Carry Forward Request

The Hidalgo County Head Start Program received funding under the American Recovery and Reinvestment Act of 2009 (ARRA) to expand Head Start services to one hundred and twenty (120) additional children. The initial award totaling \$1,174,645 was for the budget period beginning 9/30/2009 and ending 9/29/2010.

The Initial Allocation and Year to Date Expenditures are as follow:

Personnel	\$399,495	\$233,615	\$165,880
Fringe Benefits	\$138,565	\$68,440	\$70,125
Equipment	\$70,000	\$89,724	-\$19,724
Facilities/Construction	\$543,552	\$345,287	\$198,265
Other(T&TA)	\$23,033	\$4,088	\$18,945
Total	\$1,174,645	\$741,154	\$433,491

Under this Expansion funding the Program was able to hire additional personnel, construct three facilities and purchase the necessary supplies and equipment to enroll the additional children.

Favorable variances or positive balances still remain in various line items. In the Personnel line item the Program has a remaining balance of **\$165,880**, due primarily to the lengthy process required to hire qualified personnel. In the Fringe Benefits category the Program experienced a balance of **\$70,125** as well.

Under Facilities/Construction, savings were also realized, as the actual construction bids received, were under the proposed budget by **\$198,265**. The Other category was used to account for training and technical assistance for the personnel hired under the expansion grant, **\$18,945** still remain unexpended in this category. The Program anticipates a remaining balance in this fund of approximately **\$433,491**.

As is customary, the Program contacted Mr. Alfredo Huerta, Regional Program Specialist, who asked us to submit an application to carry forward the remaining balance in to the next funding beginning 9/30/2010. The remaining **\$433,491**, if authorized by the Department of Health and Human Services, will be added to the existing funding application of \$918,000 for the budget period beginning 9/30/2010 and ending 9/29/2011.

The Program proposes to ask for authorization to carry forward these funds and utilize them in the following manner:

To expand and upgrade our transportation capabilities by purchasing two school buses capable of transporting 35 children each. These new buses will be equipped with age appropriate restraint systems and will be used to transport children from our most rural areas. The Program will be able to provide transportation in vehicles with the latest technology while realizing savings in fuel consumption. Most of our existing vehicles are over ten years old and require an exorbitant amount of resources and expense to keep them operable.

Equipment cost is estimated at \$180,000.

To expand and upgrade our **classrooms and play ground materials**. The Program will purchase additional classroom materials which will be age appropriate for three and four year olds. These supplies will complement the existing curriculum and provide children with the appropriate developmental tools. The playground materials will upgrade the outdoor areas with new and modern playground pieces, while at the same time expanding our outdoor areas into a much more modern and ergonomically designed playground promoting a greener friendlier environment. These will include:

- Art Easels especially built for outdoors to enrich the children's perception of the outdoors while simultaneously increasing their participation in world that surrounds them.
- Green garden walls, to teach the children how to cultivate indigenous plants and develop appreciation for recycling and alternate sources of energy.
- Playground materials (slides and animals) that are developmentally appropriate for the children we serve.
- Books and supplies for Learning Centers to continue to enrich their imagination and further develop their cognitive skills.

Total Classroom and Playground of Supplies \$188,491

To expand our capabilities of parking spaces at Palmview III facility as well as the spaces to station and accommodate all buses purchased under the expansion grant, at the administration complex. With the purchase of additional buses it is essential that an appropriate storage area is prepared to properly secure and maintain all buses. Currently these areas are topped off with caliche, a substance that turns into a muddy mass once it rains thus creating riskier conditions during the dropping off and picking children at the center. The Program proposes to alleviate these conditions by utilizing the County's resources through a collaborative effort. Head Start will provide the supplies for resurfacing the areas and the County will provide the equipment and labor to accomplish this task.

Total Other Supplies \$65,000