



Hidalgo County Head Start Program

Policy Council Regular Agenda

DATE: March 23, 2016

SUBJECT: Discussion/Approval of Plan for Disposition of Granjeno Building

RATIONALE/NEED: The Granjeno building is used for storage and has not been used for Head Start services for more than ten (10) years. Administration proposes to secure official approval by the Department of Health and Human Services (DHHS) for disposition of the building.

RECOMMENDATION: Administration recommends approval.

COST:

RELATED INFORMATION INCLUDES: Memorandum and Letter to DHHS

INITIATED BY: Edmundo Garcia, Assistant Director for Operations 

REVIEWED BY: Teresa Flores, Executive Director

EXECUTIVE DIRECTOR'S APPROVAL: 



Hidalgo County Head Start Program Memorandum

Date: March 23, 2016

To: Policy Council Members
Hidalgo County Commissioners' Court

From: Teresa Flores, Executive Head Start Director

Subject: Disposition of Modular Building in Granjeno

Teresa Flores

The Hidalgo County Head Start Program is hereby asking for authorization to request for the disposition and sale of our modular building located at 6610 South FM 494, Granjeno, Texas, from the Department of Health and Human Services. As per Federal Regulations ACF-IM-HS 12-08,45CFR 1309.31(c) and 45 CFR 74.318, and upon further clarification from the Regional Office, the Department of Health and Human Services, may grant upon request, under the "simplified disposition process" the disposition of modular buildings that are older than 15 years. (Regulation and clarification attached).

The Hidalgo County Head Start Program received funds from the Department of Health and Human Services in 1995 to build the Granjeno Head Start Center located at 6610 South FM 494. This two classroom center has approximately 2,304 square feet of space and cost \$127,742 to construct. It is currently located on a private lot with a monthly rent of \$400.

The reason for this disposition request is reflective of the shift in the population of Head Start eligible children, in our service area. Our Community Assessment points to noteworthy estimated increase in the population of Head Start eligible children in the areas of Pharr, Edinburg, Alton, Mission, Hidalgo, McAllen, Peñitas and San Juan, among other cities we serve.

Currently the modular is used as a storage facility for furniture and equipment that are in disrepair and no longer safe to use in the classrooms, until they are subsequently auctioned to the general public.

Administration recommends selling the modular facility and generating funding that can be used to defray other Head Start allowable costs.



Hidalgo County Head Start Program

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March 24, 2016

Mr. Ray Bishop,
Grants Management Officer (Region 6)
Department of Health and Human Services,
Administration for Children and Families,
1301 Young Street, Room 945
Dallas, TX 75202

Dear Mr. Bishop,

The Hidalgo County Head Start Program hereby requests permission for the disposition and sale of the modular building located at 6610 South FM 494, Granjeno Texas. This request was approved by the Policy Council on March 23, 2016 (minutes attached) and by the Hidalgo County Commissioners' Court (Grantee Board) on March XX, 2016 (minutes attached).

The Hidalgo County Head Start Program does not require the use of this Head modular situated in Granjeno, a small incorporated community adjacent to Mission Texas, because the population of Head Start eligible children, as our most recent Community Assessment shows, noteworthy estimated increase in the areas of Pharr, Edinburg, Alton, Mission and Hidalgo, with notable estimates increases in McAllen, Peñitas and San Juan, among other cities we serve. Additionally, selling this facility will also save our program \$4,800 in annual costs for the lease of the land where the modular is currently situated and building maintenance expenditures. The unit is approximately 2,304 square feet, built in 1995 for a cost of \$127,742.

We are requesting approval from the Regional Office to sell this modular and await disposition instructions as per ACF-IM-HS 12-08,45CFR 1309.31(c) and 45 CFR 74.318.

Please find attached the Notice of Federal Interest and a picture of the modular.

Sincerely,

A handwritten signature in blue ink that reads "Teresa Flores".

Teresa Flores
Executive Head Start Director



