

## **Webb County Commissioners Court**

### **Early Head Start – Child Care Partnership Program**

#### **Carryover Funding Request - Narrative**

The Webb County Commissioners Court is respectfully submitting an application for supplemental funds for the Early Head Start – Child Care Partnership (EHS-CCP) program for fiscal year 201 – 2017 in the amount of \$138,930 (Federal) and 34,733 (Non Federal) for a total amount of \$173,663. The economically disadvantaged residents of Webb County are fortunate to be afforded the opportunity to receive the comprehensive services offered by the Early Head Start grant. This program is a vital source of empowerment to the many families it serves. The Webb County Head Start program is designed as a center-based model, which provides each child with a developmentally appropriate learning environment and varied experiences to help develop each child socially, intellectually, physically, and emotionally. It is our sincere hope that this application meets with success so as to resume Head Start classes in August.

The Webb County EHS-CCP program follows all of the local government codes for financial and property management systems and internal controls to maintain effective control of and accountability for grant funds, property, and other assets. The County Auditor’s Office and the County Purchasing Agent have assigned staff to directly work with and oversee all program operations. The total amount of administrative costs is reflected in the “reports” section of this application via HSES. The program is in compliance with the 10% limitation. All equipment purchases are facilitated through the Webb County Purchasing Agent, and all local and state laws and regulations will be followed.

**Travel C - 1**

**\$10,000**

- Travel – Airfare, per diem, hotel, taxi 10,000

**\*\*\*\*\* Break down of TRAVEL Expenses \*\*\*\*\***

<b>Number of Employees</b>	<b>Purpose of Travel</b>	<b>Title of Staff</b>	<b>Destination</b>	<b>Cost</b>
5	Curriculum Trainings	Management Staff	To Be Determined	5,000
5	Specialized Trainings – EHS and content area	EHS-CCP assigned staff.	To Be Determined	5,000

**Equipment (Back-up Information Under Document Upload) D - 3**

**\$ 57,633**

The amount of **\$57,633** is being requested to purchase two Toyota Sienna Vans for use by Family Service Workers for home visits and for commuting between the two Partner locations. Additionally, the vans will be used by administration and content area staff to commute between the two Partner locations for meetings, monitoring and other work related purposes. The vehicle specification can be found as an uploaded attachment to this application.

**Supplies****\$ 47,043**

<u>Category</u>	<u>Description</u>	<u>Amount</u>
Classroom E - 2	Instructional material/supplies/curriculum	30,000
Minor Apparatus/Tools E - 2	2 - Interactive Computer with screen for children. Specification uploaded with this application	15,043
Trainings Meetings & Conferences E 4.1	Materials needed for staff and parent trainings and conferences (First Aid, CPR, Transition Conference bags, books, videos, pens, highlighters, pads, etc.)	2,000

**Other****H****\$ 24,254**

- Building Maintenance / Repairs H-6 11,254
- CDA Fees H - 16 2,000
- Training Registration H - 16 6,000
- Meetings & Conferences Facility Rental H - 16 2,000
- Vehicle Insurance H – 17.1 2,000
- Vehicle Fuel & Lubricants H – 17.1 1,000

**EHS-CCP - Non-Federal Share PROJECTIONS****\$ 34,733**

<b>Type/Source</b>	<b>Rate Per Hour</b>	<b>Number of Hours</b>	<b>Projected In-Kind</b>
Parent Volunteers – to assist with various classroom activities, curriculum related activities, preparation of educational material, and all activities that related to the accomplishment of compliance with Head Start Program Performance Standards.	\$16.44 (EHS AA Teacher Salary with benefits)	\$16.44 per hour @ 2,112.71 hours	\$ 34,733
		<b>Projected NFS Total:</b>	<b>\$34,733</b>