



ADMINISTRATION FOR  
**CHILDREN & FAMILIES**

Office of Head Start | Region VI | 1301 Young Street, Room 937, Dallas, TX 75202 | [www.eclkc.ohs.acf.hhs.gov](http://www.eclkc.ohs.acf.hhs.gov)

April 2, 2019

Tano E. Tijerina, Webb County Judge  
Webb County Commissioners.  
P.O. Box 2397  
Laredo, TX 78044

Re: Grant No. 06CH7137

Dear Judge E. Tijerina:

A grant application must be completed for the upcoming budget period. Please consult the grant application instructions to determine the type of application required. The application for the Head Start grant is due 06/01/2019. As informed by Program Instruction ACF-PI-HS-18-06 issued November 30, 2018, the Department of Defense and Labor, Health and Human Services, and Education Appropriations Act, 2019 and Continuing Appropriations Act, 2019, provides a cost-of-living adjustment (COLA) of 1.77 percent to eligible grantees. This application will need to include the COLA increase and must demonstrate how it will be used in accordance with the intended purposes indicated in the Program Instruction.

The following table reflects the annual funding and enrollment levels for your grant.

<b>Program</b>	<b>Head Start</b>	<b>Early Head Start</b>
Federal Funded Enrollment	1218	72
<b>Funding Type</b>	<b>Head Start</b>	<b>Early Head Start</b>
Program Operations	\$9,280,146	\$929,942
Training and Technical Assistance	\$111,605	\$21,756
Cost-of-Living Adjustment (COLA)	\$164,259	\$16,460
<b>Total Funding</b>	<b>\$10,524,168</b>	

**Period of Funding: 09/01/2019 – 08/31/2020**

### **Application Submission Requirements**

The application must be prepared and submitted in accordance with the *Head Start Grant Application Instructions with Guidance, Version 3 (Application Instructions)*. It must be submitted on behalf of the Authorizing Official registered in the HSES.

**Incomplete applications will not be processed.**

The *Application Instructions* are available on the home page of HSES. Please review the instructions carefully prior to preparing the application. Submission guidance can be found in the "Instructions" section of the HSES.

Please contact Alfredo Huerta, Head Start Program Specialist, at 214-767-8847 or [alfredo.huerta@acf.hhs.gov](mailto:alfredo.huerta@acf.hhs.gov) or Carrie Singleton, Grants Management Specialist, at 214-767-8867 or [carrie.singleton@acf.hhs.gov](mailto:carrie.singleton@acf.hhs.gov) with questions regarding the *Application Instructions*.

For assistance submitting the application in HSES, contact [help@hsesinfo.org](mailto:help@hsesinfo.org) or 1-866-771-4737.

Funding is contingent upon the availability of federal funds and satisfactory performance under the terms and conditions of the Head Start grant in the current budget period.

Thank you for your cooperation and timely submission of the grant application.

Sincerely,

A handwritten signature in black ink that reads "Maria Cervera for". The signature is written in a cursive, flowing style.

RG VI Management  
Office of Head Start

cc: Aliza Oliveros, Executive Director  
Aliza Oliveros, Head Start Director

