



ADMINISTRATION FOR  
**CHILDREN & FAMILIES**

Office of Head Start | 330 C St., SW, 4th Floor, Washington DC 20201 | [eclkc.ohs.acf.hhs.gov](http://eclkc.ohs.acf.hhs.gov)

March 09, 2021

**Grant No. 06CH011213**

**Dear Head Start Grantee:**

A grant application must be completed for the upcoming budget period. The application for the Head Start grant is due June 1, 2021.

The following table reflects the annual funding and enrollment levels for Fiscal Year 2021.

Funding Type	Head Start	Early Head Start
Program Operations	\$9,957,281	\$991,682
Training and Technical Assistance	\$111,605	\$21,756
<b>Total Funding</b>		<b>\$11,082,324</b>

Program	Head Start	Early Head Start
Federal Funded Enrollment	1,218	72

**Period of Funding: 09/01/2021 - 08/31/2022**

### **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)* for a continuation application. It must be submitted on behalf of the Authorizing Official registered in the HSES.

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.

**Incomplete applications will not be processed.**

Please ensure the application contains all of the required information. For additional questions or guidance regarding the application instructions, 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 Kaycie Bennett, Grants Management Specialist, at 816-426-2289 or [kaycie.bennett@acf.hhs.gov](mailto:kaycie.bennett@acf.hhs.gov).

For technical assistance in submitting the application in HSES, contact the Help Desk at [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 current award, including the submission of all required financial and real property reports.

***Enrollment and funding levels are subject to change prior to or during the period of funding for failure to comply with the terms and conditions of the award, including the full enrollment initiative.***

Sincerely,

/Kenneth Gilbert/

Kenneth Gilbert  
Regional Program Manager  
Office of Head Start