

Webb County Commissioners Court
Head Start and Early Head Start Program
Carryover Funding Request - Narrative

The Webb County Commissioners Court Head Start and Early Head Start program (HS/EHS) is respectfully submitting an application for a Budget Amendment (Carryover Request) from fiscal year 2019 – 2020 in the amount of \$119,420 (Federal) and a Waiver for Non-Federal share requirement. The economically disadvantaged residents of Webb County are fortunate to be afforded the opportunity to receive the comprehensive services offered by the HS/EHS grant. This program is a vital source of empowerment to the many families it serves. The Webb County HS/EHS 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 for the benefit of the children, families, and staff of the Webb County Head Start/Early Head Start program.

The Webb County HS/EHS 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.

<u>Category</u>	<u>Purpose</u>	<u>Amount</u>
<p>■ D 3 Equipment Vehicle Purchase</p>	<p>Two (2) - 2022 Ford Transit T-250 Medium Roof 148" WB – White Options: Oxford White - Cloth Front Seats - XL Trim Level - 3.5L Ecoboost - 10 Speed Transmission - 3.73 Limited Slip - Rear Compartment Lighting - Front License Plate Bracket - Vinyl Flooring - 9070 GVWR - Power Windows & Locks - Long Mirrors - Cruise Control - Single Battery</p> <p>\$43,745.00 per vehicle</p>	\$87,490.00
<p>■ D 3 Equipment</p>	<p>Two (2) - Van Up-fit Package - Double Drop Down Ladder Rack - Walk Through Partition - Basic Shelving Unit</p> <p>\$10,381.00 per package</p>	\$20,762.00
<p>■ E 2 Supplies Classroom Supplies</p>	<p>Classroom supplies that optimize the classroom environment in a manner that promotes teacher-child interaction, child-child interaction, cognitive learning, social play, and emotional acceptance with comfort and less chances of injury.</p>	\$11,168
	Total T&TA:	\$119,420

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

\$108,252

The amount of **\$87,490.00** is being requested to purchase two 2022 Ford Transit Vans and **\$20,762.00** for two Van UP-fit lift packages for use by Maintenance staff for center repairs and on-going maintenance. To adequately combat the spread of COVID-19, the maintenance department is required to be proactive and diligent in maintaining a clean and safe classroom environment. The purchase of two transit vans with lifts will enable maintenance staff to safely transport heavy cleaning equipment/supplies/tools and remain prepared to respond adequately to

safety situations that may arise and maintain a safe and healthy learning environment. The vehicle specification can be found as an uploaded attachment to this application.

Supplies

\$ 11,168

Classroom supplies that optimize the classroom environment in a manner that promotes teacher-child interaction, child-child interaction, cognitive learning, social play, and emotional acceptance with comfort and less chances of injury will be purchased in an effort to combat the spread of COVID-19.