



Capacitación del Consejo Municipal de Política de Padres (CPPC) en Junio 2020: Solicitud de subvenciones de Head Start y otras acciones relacionadas con subvenciones

Madeline Shea, Unidad de Subvenciones



Objetivos de Aprendizaje

- ✓ Saber acerca cada una de las subvenciones de Head Start del DFSS
- ✓ Familiarizarse con los diferentes tipos de solicitudes de subvenciones de Head Start
- ✓ Comprender las acciones del proceso de subvenciones que ocurren durante el año de subvención
- ✓ Comprender el proceso anual de solicitud de subvención desde la carta de solicitud hasta la presentación
- ✓ Familiarizarse con los documentos claves asociados con la solicitud de subvención que se presentarán al CPPC

Proceso de Subvención y solicitud de Head Start de Federal a Local



Subvenciones del DFSS de la Oficina de Head Start

	Head Start & Early Head Start (HS/EHS)	Early Head Start-Child Care Partnership (EHS-CCP)	Expansion de Early Head Start (EHS-Exp)
Edad del de los grupos	HS: edades 3 – 5; EHS: edades de nacimiento- 3	Edades de nacimiento- 3	Edades de nacimiento- 3
Cupos	HS: 7,404 EHS: 2,162	1,100	200
Opciones del programa	Día completo basado en el centro; hogar de cuidado de niños familiar; en el hogar	Día completo basado en el centro; hogar de cuidado infantil familiar	Día completo basado en el centro; en casa
Monto actual de la subvención	HS: \$106,551,085 EHS: \$32,574,605 TOTAL: \$139,125,690	\$15,941,201	\$3,547,320
Período del Presupuesto (Año Fiscal)	1ro de Diciembre – 30 de Noviembre	1ro de Diciembre – 30 de Noviembre	1ro de Diciembre – 30 de Noviembre
Período del proyecto	5 años	5 años	5 años
Fecha de vencimiento de la solicitud de	1ro de Septiembre	1ro de Septiembre	1ro de Septiembre

42 Agencias Delegadas de Head Start

Allison's Infant & Toddler Center	El Hogar del Niño	Mary Crane League
Ada S McKinley Community Services	El Valor	Metropolitan Family Services
Albany Park Community Services	Erie Neighborhood House	The Montessori School of Englewood
Asian Human Services	Gads Hill Center	New Pisgah Day Care
Board of Trustees – City Community Colleges	Hana Center	N&K Corporation (Rainbow School)
Breakthrough Urban Ministries	Henry Booth House	Northwestern Settlement House
Carole Robertson Center For Learning	Higher Learning Daycare	Onward Neighborhood House
Centers for New Horizons	Hobby Horse (Lake Shore Schools)	The Salvation Army
Chicago Child Care Society	Howard Area Community Center	SGA – Youth & Family Services
Chicago Commons Association	It Takes A Village	Serendipity Child Care
Chicago Youth Centers	Improved Child Care Management	Shining Star Youth & Community Services
Chinese American Service League	Judah International Outreach Ministries	Trinity United Child Care Services
Christopher House	Kimball Daycare	Young Achievers Academy
Easter Seals Society of Metropolitan Chicago	Marillac St. Vincent Family Services	YMCA of Metropolitan Chicago

35 Agencias Delegadas de Early Head Start

Allison's Infant & Toddler Center	Easter Seals Society of Metropolitan Chicago	Mary Crane League
Ada S McKinley Community Services	El Hogar del Niño	Metropolitan Family Services
Albany Park Community Services	El Valor	Northwestern Settlement House
Asian Human Services	Erie Neighborhood House	Onward Neighborhood House
Board of Trustees – City Community Colleges	Family Focus	The Salvation Army
Carole Robertson Center For Learning	Gads Hill Center	SGA – Youth & Family Services
Centers for New Horizons	Henry Booth House	Serendipity Child Care
Chicago Child Care Society	Higher Learning Daycare	Shining Star Youth & Community Services
Chicago Commons Association	Hobby Horse (Lake Shore Schools)	Trinity United Child Care Services
Chicago Youth Centers	It Takes A Village	Young Achievers Academy
Chinese American Service League	Kimball Daycare	YMCA of Metropolitan Chicago
Christopher House	Marillac St. Vincent Family Services	

24 Agencias Delegadas de EHS-CCP

Ada S McKinley Community Services	El Hogar del Niño	N&K Corporation (Rainbow School)
Board of Trustees – City Community Colleges	El Valor	Northwestern Settlement House
Carole Robertson Center For Learning	Erie Neighborhood House	Onward Neighborhood House
Centers for New Horizons	Gads Hill Center	SGA – Youth & Family Services
Chicago Child Care Society	Hana Center	Serendipity Child Care
Chicago Commons Association	Henry Booth House	Shining Star Youth & Community Services
Chicago Youth Centers	It Takes A Village	Trinity United Child Care Services
Easter Seals Society of Metropolitan Chicago	Mary Crane League	YMCA of Metropolitan Chicago

5 Agencias Delegadas de Expansión de EHS

Ada S McKinley Community Services
Chicago Youth Centers
El Valor
Mary Crane League
YMCA of Metropolitan Chicago
Easter Seals Society of Metropolitan Chicago

Carta de Financiamiento

Es un documento oficial emitido por el financiador que establecer que:

- El monto en dólares de los fondos o la subvención para los cuales un concesionario califica para solicitar
- El tipo de solicitud de financiamiento (es decir, referencia, continuación, suplementario)
- El número y el tipo de las cupos (es decir, Head Start o EHS) para las que un concesionario califica para solicitar
- La fecha de vencimiento de la solicitud de subvención
- Cómo debe presentarse la solicitud de subvención



Carta de
Financiamiento

Ejemplo de Carta de Financiamiento



ADMINISTRATION FOR CHILDREN & FAMILIES

Office of Head Start | Region V | 233 North Michigan Avenue, Suite 400, Chicago, IL 60601 | www.eclkc.ohs.acf.hhs.gov

January 7, 2019

Sylvia Ewing, Board Chair
City of Chicago
1615 West Chicago Avenue
Chicago, IL 60622

Re: Grant No. 05HP0001

Dear Ms. Ewing:

This letter provides guidance on the requirements for submission of an application to operate Head Start and/or Early Head Start programs. The application for the Head Start and/or Early Head Start grant is due 04/01/2019. 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. 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.

A grant application must be completed for the upcoming budget period. The following table reflects the projected funding and enrollment levels for the 07/01/2019 – 06/30/2020 budget period.

Funding Type	Funding Level	Funded Federal Enrollment
Head Start Program Operations		
Head Start Cost-of-Living Adjustment (COLA)		
Head Start Training and Technical Assistance		
Early Head Start Program Operations	\$15,307,252	1,100
Early Head Start Cost-of-Living Adjustment (COLA)	\$270,938	
Early Head Start Training and Technical Assistance	\$363,011	
TOTAL	\$15,941,201	1,100

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)* available on the home page in the Head Start Enterprise System (HSES). Please consult the grant application instructions to determine the type of application required. **Incomplete applications will not be processed.**

Please review the instructions carefully prior to preparing the application. Submission guidance can be found in the "Instructions" section of the HSES. The application must be submitted electronically in the HSES on behalf of the Authorizing Official registered in the HSES.

For assistance submitting the application in the HSES, contact help@hsesinfo.org or 1-866-771-4737. For questions regarding the *Application Instructions*, please contact Mary Lee Swiatowiec, Head Start Program Specialist, at (312) 980-3406 or marylee.swiatowiec@acf.hhs.gov or Tameika McDonald, Grants Management Specialist, at (312) 886-5008 or tameika.mcdonald@acf.hhs.gov. Thank you for your cooperation and timely submission of the grant application.

Sincerely,

Heather Wanderski
Regional Program Manager
Office of Head Start

cc: Lisa Morrison Butler, Commissioner
Cerathel Burgess-Burnett, Early Head Start Director



Solicitud de subvención de Head Start

Documento escrito como lo designado el financiador que:



Grant Application

- Comunica las metas del programa y el diseño del programa al financiador
- Describe el impacto de un programa anterior a través del logro de metas en el pasado
- Demuestra habilidad y capacidad para llevar a cabo el programa
- Provee un plan de trabajo para el programa de la subvención para el año venidero
- Presenta el costo anual del programa



Head Start Grant Application Instructions with Guidance

Version 3

Released November 2017



Solicitud Anual de la Subvencion de Head Start

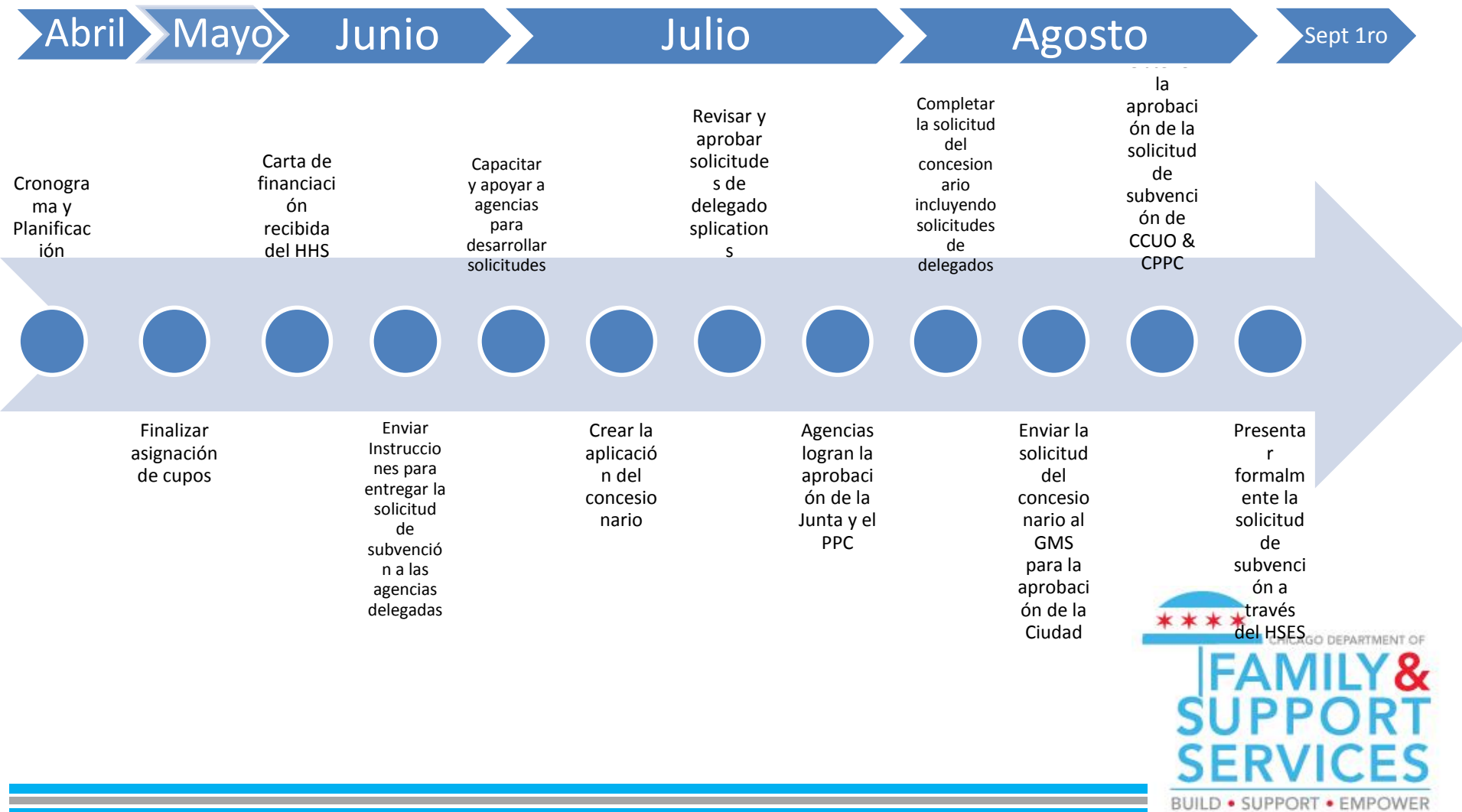
Base

- Presentado una vez cada 5 años antes del inicio del nuevo ciclo de subvenciones
- Oportunidad de establecer nuevas metas y objetivos con la contribución de los cuerpos directivos
- Prolongado, proporciona toda la información de referencia (punto de partida)
- Incluye la solicitud del concesionario y una para cada agencia delegada. Presentada a través del Enterprise Systems de Head Start (HSES)

Continuación

- Presentado anualmente después de la línea de base
- Proporciona actualizaciones de progreso anualmente basadas en métodos de seguimiento y datos
- Se logran metas revisadas o adicionales o se modifican las prioridades
- No tan prolongado, destinado a proporcionar actualizaciones anuales
- Incluye la solicitud de concesionario, así como una para cada agencia delegada
- Enviado a través del HSES

Esquema General del Proceso Anual de Solicitud de Subvenciones de Head Start del DFSS



Elaboración de la solicitud de subvención

- El monto total es determinado por carta de financiamiento federal
- Diferente actividades programáticas y administrativas contribuyen a informar la solicitud:
- Actualización anual de la evaluación comunitaria
- Autoevaluación anual
- Retroalimentación acerca de la información del programa dado por la CPPC y la CCUO en las reuniones durante el año
- Monitoreo continuo del programa y cualquier área que necesite corrección o apoyo
- Comunicación entre las agencias delegadas a través de reuniones de subcomités de área de contenido
- Retroalimentación a través de reuniones mensuales de ED/PD
- Revisión periódica de los gastos de la subvención
- Nuevas iniciativas de política en toda la ciudad o mandatos federales que cambian la forma de prestar los servicios

Solicitud Anual de Head Start

Componentes Importantes de la solicitud de subvención:

- Elementos del Concesionario:
 - SF424A (Presupuesto)
 - Descripción del presupuesto
 - Metas del programa
 - Descripción del programa
 - Horario del programa
 - Aprobaciones del Consejo de Políticas de Padres y del Cuerpo Directivo
 - Solicitudes de subvención de agencia delegada (réplicas de la solicitud anterior del beneficiario)

SF424A (Presupuesto) Componentes

<u>Categoría de Clase de Objeto</u>	<u>Descripción</u>
Personal	Salarios del personal de DFSS que trabajan en programas de HS/EHS
Beneficios Adicionales	Los beneficios para el personal incluyen: Medicare, Seguro de Desempleo, Compensación del Trabajador, Salud/Dental/Visión/Seguro de Vida y Pensión
Viaje	Viajes fuera de la ciudad para el personal, incluyendo tarifas aéreas, alojamiento, viáticos y transporte terrestre
Equipo	Por lo menos \$5000 de costo unitario para el equipo (vida útil de al menos un año)
Suministros	Suministros de oficina/fungibles: computadoras, computadoras portátiles, refrigerios para entrenamientos y reuniones Suministros para Niños y Servicios para la Familia: materiales educativos, suministros de salud y seguridad
Contractual	Incluye los presupuestos de las Agencias Delegadas, según haya sido determinado por la asignación de cupos y los contratos de costo por niño y Servicios de Apoyo, incluyendo capacitación y asistencia técnica
Construcción	N/A
Otros	Servicios públicos, teléfono, viajes locales, formación/desarrollo del personal, publicaciones/publicidad/impresión, evaluación de instalaciones, servicios para padres, mantenimiento de edificios/reparación, membresías/suscripciones,

Descripción del Programa

Subsección A: Metas del programa

Subsección B: Prestación de servicios

1. Zona de servicio y Reclutamiento
2. Necesidades de niños y familias
3. Justificación de las opciones de inscripción, asignación y opciones del programa
4. Centros & Instalaciones
5. Elegibilidad, Reclutamiento, Selección, Inscripción y Asistencia
6. Educación y Desarrollo Infantil – para cada opción de programa (basado en el centro, FCCH, basado en el hogar)
7. Salud
8. Participación de la familia y la comunidad
9. Servicios para Niños con Discapacidades
10. Transición
11. servicios para inscribir a mujeres embarazadas

Subsección C: Gobernanza, Estructuras Organizativas/de Gestión y Supervisión

1. Gobernanza
2. Administración de Recursos Humanos
3. Manejo del programa y mejoramiento de la calidad

Documentos del Resumen de la Solicitud de Subvención del CPPC y el CCUO para ser Aprobados

1. SF-424A
2. Gráfico de Metas del Programa
3. Objetivos de Preparación Escolar
4. Horario del Programa
5. Resumen Ejecutivo de la Descripción del Programa

SF-424A – Resumen del Presupuesto

CHICAGO DEPARTMENT OF FAMILY & SUPPORT SERVICES

DELEGATE AGENCY NAME: **CHICAGO DEPARTMENT OF FAMILY & SUPPORT SERVICES - EARLY HEAD START COMPOSITE**

GRANT PERIOD: START DATE: **12/1/2017** ENDING DATE: **11/30/2018**

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Federal Catalog # (b)	Estimated Un-obligated Funds		New or Revised Budget			Total (g)
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)		
EARLY HEAD START	93.600			\$ 18,924,558	\$ 4,731,140		\$ 23,655,698
Totals				\$ 18,924,558	\$ 4,731,140		\$ 23,655,698

SECTION B - BUDGET CATEGORIES

GRANT PROGRAM, FUNCTION OR ACTIVITY

6. Object Class Categories		OPERATION	T/TA				TOTAL
A.	Personnel	742,335	-				742,335
B.	Fringe benefits	285,725	-				285,725
C.	Out-of-Town Travel	1,000	-				1,000
D.	Equipment	-	-				-
E.	Supplies	45,000	-				45,000
F.	Contractual	16,409,308	263,880				16,673,188
G.	Construction	-	-				-
H.	Other	206,037	-				206,037
I.	Total Direct Charges	17,689,405	263,880				17,953,285
J.	Indirect Charges	956,997	14,276				971,273
K.	Totals	18,646,402	278,156				18,924,558

7.	Program Income						
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SF424A form

Metas del Programa

TABLE A. FY 2019 EHS-CCP PROGRAM GOALS					
Program Goal	Measurable Objectives	Activities/Action Steps	Data, Tools or Methods for Tracking Progress	Expected Outcomes	Expected Challenges
Goal 1. Through implementation of the Continuity of Relationships Model, Chicago Will Advance Child Wellness and Support Positive Outcomes in Children.	A: By June 30, 2020, establish a system-wide plan for implementation of the continuity of relationships model across all Chicago Early Learning program options.	i. CSD staff will support each agency to establish an agency staff lead at each EHS-CCP delegate agency on continuity of relationships model.	Professional development plans; COPA	More children in Chicago Early Learning programs will have continuous relationships and secure attachments with their providers; Children will have increased social-emotional outcomes	Staff turnover; Training participation
		ii. CSD will work with each EHS-CCP delegate agency to develop continuity of relationships plan.	Quarterly check-ins on plan; Completion of plan		
		iii. CSD will provide a required training series to all EHS-CCP delegate agencies related to the continuity of relationships model	Training registration; certificates of completion; COPA		
	B: By June 30, 2020, 90% of all children enrolled during the program year will have health insurance.	i. CSD Health & FCE team will monitor COPA at 45 th day of program enrollment and then on a monthly basis thereafter & issues data quality measures report to delegate agencies	COPA; Monitoring reports; Child files	Children will receive timely health-related services and care; Increased child health outcomes; Better data quality systemwide	Timely data entry at delegate-level
		ii. Health Subcommittee & HSAC will review health data on a quarterly basis and develop action plans for agencies as needed	COPA; Monitoring reports; Health Subcommittee & HSAC Meeting Minutes; Action Plans		
		iii. Health & FCE team will implement newly developed plan to increase grantee monitoring of partner sites, including accompany delegate staff during partner monitoring visits	COPA; Monitoring reports		
	C: By June 30, 2020, 70% of all children enrolled during the program year will be up-to-date on a schedule of age-appropriate prevention and primary health, according to the Illinois EPSDT schedule for well child care	i. Health & FCE team monitors COPA at 45 th day of program enrollment and then on a monthly basis thereafter & issues data quality measures report to delegate agencies	COPA; Monitoring reports	Children will be connected with health insurance and have affordable access to ongoing preventive health care services	Timely data entry at delegate-level; difficulty in obtaining medical records
		ii. Health Subcommittee & HSAC will review health data on a quarterly basis and develop action plans for agencies as needed	COPA; Monitoring reports; Health Subcommittee & HSAC Meeting Minutes; Action Plans		
		iii. Health & FCE team will implement newly developed plan to increase grantee monitoring of partner sites, including accompany delegate staff during partner monitoring visits	COPA; Monitoring reports; Child files		
Goal 2. Through Ensuring Consistency of Services and Care, Chicago Will Advance Family Wellness and Support Positive Outcomes in Families.	A: By June 30, 2020, 80% of all families who entered during the program year will still be enrolled.	i. Monitor agency enrollment on a monthly basis and identify TA needs	COPA	Families will have ongoing connections with the program; Program will maintain full enrollment	
		iii. Implement improvement plans or reallocate slots when necessary	Monitoring reports; agency action plans		
	B: By June 30, 2020, 80% of all agency family service workers have caseloads that comply with Chicago Early Learning Standards on caseload ratios.	i. CSD will release updated Chicago Early Learning Standards and provide trainings to EHS-CCP delegate agencies.	Updated CELS manual; Training Registration; COPA	Families will receive more individualized services and build stronger relationships with providers	Family service worker staff turnover; agency budgeting for lower caseloads
		ii. Monitor delegate agency caseloads and identify TA needs	COPA		
		iii. Implement improvement plans when necessary	Monitoring reports; agency action plans		

Metas para la Preparación Escolar

1. School Readiness Goal/ Social Emotional: Children will engage in and maintain positive adult and peer relationships and enter successfully into ongoing social interactions.

Head Start Early Learning Framework Birth to Five	GOLD® Assessment Objectives	Illinois Early Learning Standards
Domain: Social and Emotional Development Goal IT-ATL2,3,6 Goal IT-SE 1,SE2, SE 3, SE4,SE6,SE7,SE8,SE9 Goal P-ATL 10 Goal P-SE 1,SE2, SE3, SE4,SE6, SE7	Social Emotional Objectives: GOLD® Objective 2a: Forms relationships with adults Infants and Toddlers: - Will use trusted adult as a secure base from which to explore Two's: - Will manage separations without distress and engage with trusted adults. Preschool: - Will engage with trusted adults as a resource and to share mutual resources. GOLD® Objective 2b: Responds to Emotional Cue Infants and Toddlers: - Reacts to others emotional expressions. Twos: - Demonstrates concern about the feelings of others. Preschool: - Identifies basic emotional reactions of others and their causes accurately. GOLD® Objective 2c: Interacts with peers Infants: - Begins to look towards other children - Sits next to other children Toddlers and Twos: - Plays near other children and uses similar materials or actions Preschool: - Initiates, joins in, and sustains positive interactions with a small group of two to three children.	Goals: 31 and 32 Standards: 31a,32a,32b,32c,32d

Horario del Programa



Office of Head Start

05CH8460 - City of Chicago

FY2019 - 12/01/2018-11/30/2019 - Non-Competing Continuation

Enrollment by Program Option

	<i>Center-based</i>	<i>Combination Program</i>	<i>Family Child Care</i>	<i>Home-based</i>	<i>Locally Designed Program</i>	<i>Funded Child Enrollment Total</i>
Total Enrollment	10,828	0	31	128	0	10,987

Program Schedules

Center-based

<i>Schedule Number</i>	<i>2. Funded Child Enrollment</i>	<i>3a. Number of classes / groups</i>	<i>3b. Double Session</i>	<i>4. Number of hours of classes / groups per child per day</i>	<i>5. Number of days of classes / groups per child per week</i>	<i>6. Number of days of classes / groups per child per year</i>	<i>7. Number of home visits per child per year</i>	<i>8. Number of hours per home visit</i>
CB-001-1	130	7	no	7	5	180	2	1.5
CB-001-2	100	5	no	7	5	247	2	1.5
CB-001-3	200	12	yes	3.5	5	180	2	1.5
CB-002-1	92	5	no	7	5	240	2	1.5
CB-003-1	37	2	no	7	5	190	2	1.5
CB-003-2	277	15	no	7	5	236	2	1.5
CB-004-1	136	8	no	8	5	240	2	1.5
CB-005-1	5,000	299	no	7	5	180	2	1.5
CB-006-1	305	17	no	7	5	240	2	1.5
CB-006-2	235	14	no	7	5	240	2	1.5
CB-007-1	93	5	no	8	5	248	2	1.5
CB-008-1	64	4	no	7	5	240	2	1.5
CB-009-1	195	19	no	7	5	240	2	1.5
CB-010-1	37	3	no	7	5	240	2	1.5
CB-010-2	71	4	no	7	5	180	2	1.5
CB-011-1	420	24	no	7	5	240	2	1.5
CB-012-1	154	12	no	7	5	240	2	1.5
CB-013-1	281	18	no	7	5	238	2	1.5
CB-014-1	626	36	no	7	5	240	2	1.5

Resumen Ejecutivo de la aplicación de Subvención



Chicago Early Learning
Grant Update
Citywide Parent Policy Council (CPPC)
Thursday, March 21, 2019

I. FY 2019 Head Start/Early Head Start (HS/EHS) Cost-of-Living Adjustment (COLA)

On March 1, 2019, after receiving approval from both the CCUO and CPPC, the FY 2019 HS/EHS COLA supplemental application was submitted by the due date. This application requests a 1.77 COLA for the HS/EHS programs for the program period of 12/1/2018 – 11/30/2019. DFSS is currently awaiting feedback on the application from the Office of Head Start Regional Office.

II. FY 2019 Early Head Start-Child Care Partnership Baseline Grant Application Approval

Summary of Funding Letter

On January 7, 2019, the Office of Head Start issued the City of Chicago a funding letter for non-competitive baseline funding for the Early Head Start-Child Care Partnership (EHS-CCP) program for Fiscal Year 2019 (FY 19) for the period of July 1, 2019 – June 30, 2020. This application seeks funding for the first year in the new 5-year grant cycle. The funding also includes a cost-of-living adjustment (COLA) of 1.77%. The grant application is to be submitted electronically by April 1, 2019. A summary of the funding letter is provided below:

Table A		
Funding Type	Funding Level	Funded Federal Enrollment
Early Head Start Program Operations	\$15,307,252	
Early Head Start COLA	\$270,938	
Early Head Start Training & Technical Assistance	\$363,011	
TOTAL	\$15,941,201	1,100

Summary of FY 2019 EHS-CCP Grant Application

The FY 2019 baseline application proposes a budget for the upcoming program year of July 1, 2019 – June 30, 2020. It also provides a detailed description of program design, program goals and expected outcomes, service delivery systems and models, and includes several planning documents as outlined below:

- New 5-year Program Goals (see Program Goals Table attached)
- FY 2019 School Readiness Goals (See School Readiness Goals Table attached)
- FY 2019 Program Schedule (summary provided in Table B below)

Table B		
Center-Based	Family Child Care Home	TOTAL
1,059	41	1,100

Otros Tipos de Solicitudes de Subvenciones

Supplemental

- Presentada cuando hay créditos incluyendo aumentos de financiación para las subvenciones actuales
- Aumentos no competitivos: sólo disponible para los concesionarios actuales
- Presentado como una enmienda a la subvención actual
- Ejemplos más comunes:
 - Ajuste del costo de vida (COLA) o mejora de la calidad
 - Aumentar las horas del programa (duración)

Discrecional

- Es solo emitida para concursos abiertos cuando el Congreso apropia fondos para programas de subvenciones nuevos o expandidos
- Competitivo: disponible para cualquier solicitante elegible
- Financiación no garantizada; a menudo altamente competitivo con nuevas subvenciones disponibles solo un puñado de concesionarios en todo el país
- Un Proceso de solicitud diferente

Acciones comunes en el Manejo de Subvenciones

Revisión del presupuesto

- Se presenta cuando el concesionario necesita transferir fondos de subvención de una categoría presupuestaria a otra, es decir, los gastos de personal que se prevé que serán inferiores a los previstos debido a las vacantes de personal pueden utilizarse para reparaciones de salud y seguridad si los fondos se transfieren a la categoría de contratos
- Presentado como enmienda a la subvención actual
- Debe presentarse 45 días antes del cierre del presupuesto

Prórroga -Reprograma

- Se presenta cuando hay fondos no comprometidos del período de subvención anterior y costos identificados asociados con obras inconclusas de ese período que pueden completarse en el período actual
- Presentado como enmienda a la subvención actual
- Debe presentarse con la planilla SF-425 (informe fiscal final del período presupuestario anterior y con tiempo suficiente para gastar los fondos

Documentación de la aprobación del CPPC y CCUO



DEPARTMENT OF FAMILY AND SUPPORT SERVICES CITY OF CHICAGO

March 27, 2019

Mary Lee Swiatowiec, Program Specialist
ACF-HHS OHS Region V Office
233 N. Michigan Ave., Ste., 400
Chicago, Illinois 60601

Dear Ms. Swiatowiec,

This is to certify that the Department of Family and Support Services (DFSS) Citywide Parent Policy Council (CPPC) was involved in the discussions and review of, and have approved the FY 2019 Early Head Start-Child Care Partnership (05H00011) baseline Grant Application, including Program Goals, Narrative, and percent cost-of-living adjustment (COLA). CCUO approval signatures and meeting minutes.

Thank you,

Jerrisina Turman-McElroy
CPPC Chairperson



DEPARTMENT OF FAMILY AND SUPPORT SERVICES CITY OF CHICAGO

We, the undersigned, have met, discussed, reviewed and approved the FY 2019 Early Head Start-Child Care Partnership Baseline and 1.77% cost-of-living adjustment by all present. budget, program goals, and program description for the City of Chicago Department of Family and Support Services (DFSS). The number this Council must meet for quorum is 11 out of 20 total members. The Citywide Parent Policy Council has approved this grant application during its quarterly meeting on Wednesday, March 27, 2019.

PRINT NAME	SIGNATURE
Malika Diamond	
Nikki Garrett	
Jerrisina Turman-McElroy	



CPPC Action Item Summation Notes - Wednesday, March 27, 2019 Chicago Department of Family and Support Services 4314 South Cottage Grove Ave Room 106, 9:30am-1:30pm

The following meeting notes are a summation of action taken on the request for approval of the FY19 EHS-CCP Grant Application meeting on March 27, 2019. This action item was discussed, reviewed and approved by the CPPC.

- ☒ Chairperson Jerrisina Turman-McElroy determined a **quorum was established** with voting parents present.
- ☒ **FY19 EHS-CCP Grant Application** was presented by Madeline Shea, Chief Planning Analyst and Glenn Lezon, Director of Accounting. The presenters explained that the new grant year starts July 2019 and the major difference for this grant from previous grants is that all agencies will have the same three goals with delegate agency specific objectives and action steps to meet that goal. There will be continuous reporting to the Policy Council and the Board of each goal's progress. There are 19 delegate agencies included in the grant and the list is included in the handout. Ms. Shea provided the committee the following documents and a robust discussion took place.
 - o Grant Summary
 - o FY 19 EHS-CCP Funding Letter
 - o FY 19 EHS-CCP SF424A
 - o FY 19 EHS-CCP Program Goals & School Readiness Goals
 - o FY 19 EHS-CCP Delegate Agency Funding & Slots

Chairperson Turman-McElroy asked for a motion to approve the FY19 EHS-CCP Grant Application. Ms. Mary Gibson motioned to approve the FY19 EHS-CCP Grant Application. Mr. Brittany Laster seconded the motion. The motion unanimously passed



Notificación de Adjudicación

Es un documento oficial, emitido por el financiador, escrito que comunica:

Notificación de
Adjudicación

- El monto en dólares otorgado como resultado de la solicitud de subvención aprobada
- Las normas, términos y condiciones las cuales el concesionario debe cumplir
- Información adicional programática clave y/o instrucciones específicas de la Oficina Regional, normalmente tituladas "Comentarios"
- Nota: Esto no es un elemento de aprobación para el CPPC & CCUO, ya que viene al DFSS ya ejecutado

Notificación de Adjudicación

DEPARTMENT OF HEALTH AND HUMAN SERVICES ADMINISTRATION FOR CHILDREN AND FAMILIES NOTICE OF AWARD

SAI NUMBER:

PMS DOCUMENT NUMBER:

1. AWARDING OFFICE: Office of Head Start		2. ASSISTANCE TYPE: Discretionary Grant	3. AWARD NO.: 05HP000150-01-00	3a. AMEND. NO.: 0
4. FAIN: 05HP000150				
5. TYPE OF AWARD: Service	6. TYPE OF ACTION: New		7. AWARD AUTHORITY: 42 USC 9801 ET SEQ.	
8. BUDGET PERIOD: 03/01/2019 THRU 02/29/2020	9. PROJECT PERIOD: 03/01/2019 THRU 02/29/2024	10. CFDA NO.: 93.600 - Head Start		
11. RECIPIENT ORGANIZATION: CHICAGO, CITY OF 1615 W Chicago Ave Chicago, IL 60622-5127 Grantee Authorizing Official: Marsha Hawley, Board Chair		12. PROJECT / PROGRAM TITLE: Early Head Start Expansion		
13. COUNTY: Cook	14. CONGR. DIST.: 05	15. PRINCIPAL INVESTIGATOR OR PROGRAM DIRECTOR: Lisa Morrison Butler		
16. APPROVED BUDGET:		17. AWARD COMPUTATION:		
Personnel..... \$ 202,171.00		A. NON-FEDERAL SHARE..... \$ 1,146,936.00 20%		
Fringe Benefits..... \$ 81,960.00		B. FEDERAL SHARE..... \$ 4,587,745.00 80%		
Travel..... \$ 5,030.00		18. FEDERAL SHARE COMPUTATION:		
Equipment..... \$ 0.00		A. TOTAL FEDERAL SHARE..... \$ 4,587,745.00		
Supplies..... \$ 9,525.00		B. UNOBLIGATED BALANCE FEDERAL SHARE..... \$ 0.00		
Contractual..... \$ 4,095,160.00		C. FED. SHARE AWARDED THIS BUDGET PERIOD..... \$ 0.00		
Facilities/Construction..... \$ 0.00		19. AMOUNT AWARDED THIS ACTION: \$ 4,587,745.00		
Other..... \$ 53,196.00		20. FEDERAL \$ AWARDED THIS PROJECT PERIOD: \$ 4,587,745.00		
Direct Costs..... \$ 4,447,043.00		21. AUTHORIZED TREATMENT OF PROGRAM INCOME:		
Indirect Costs..... \$ 140,702.00		Additional Costs		
In Kind Contributions..... \$ 0.00		22. APPLICANT EIN: 366005820		
Total Approved Budget..... \$ 4,587,745.00		23. PAYEE EIN: 1366005820B6		
		24. OBJECT CLASS: 41.51		

STANDARD TERMS

1. Paid by DHHS Payment Management System (PMS), see attached for payment information. This award is subject to the requirements of the HHS Grants Policy Statement (HHS GPS) that are applicable to you based on your recipient type and the purpose of this award.

This includes requirements in Parts I and II (available at <http://www.hhs.gov/grants/grants/policies-regulations/index.html>) of the HHS GPS. Although consistent with the HHS GPS, any applicable statutory or regulatory requirements, including 45 CFR Part 75, directly apply to this award apart from any coverage in the HHS GPS. This award is subject to requirements or limitations in any applicable Appropriations Act. This award is subject to the requirements of Section 106 (g) of the trafficking Victims Protection Act of 2000, as amended (22 U.S.C. 7104). For the full text of the award term, go to <http://www.acf.hhs.gov/discretionary-post-award-requirements>. This award is subject to the Federal Financial Accountability and Transparency Act (FFATA or Transparency) of 2006 subaward and executive compensation reporting requirements. For the full text of the award term, go to <http://www.acf.hhs.gov/discretionary-post-award-requirements>. This award is subject to requirements as set forth in 2 CFR 25.110 Central Contractor Registration (CCR) and DATA Universal Number System (DUNS). For full text go to <http://www.acf.hhs.gov/discretionary-post-award-requirements>.

Consistent with 45 CFR 75.113, applicants and recipients must disclose in a timely manner, in writing to the HHS awarding agency, with a copy to the HHS Office of Inspector General (OIG), all information related to violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the federal award. Subrecipients must disclose, in a timely manner, in writing to the prime recipient (pass through entity) and the HHS OIG, all information related to violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the federal award. Disclosures must be sent in writing to the awarding agency and to the HHS OIG at the following addresses:

The Administration for Children and Families U.S. Department of Health and Human Services Office of Grants Management ATTN: Grants Management Specialist 330 C Street, SW, Switzer Building Corridor 3200 Washington, DC 20201 AND U.S. Department of Health and Human Services Office of Inspector General ATTN: Mandatory Grant Disclosures, Intake Coordinator 330 Independence Avenue, SW, Cohen Building Room 5527 Washington, DC 20201 Fax: (202) 205-0604 (Include "Mandatory Grant Disclosures" in subject line) or Email: MandatoryGranteeDisclosures@oig.hhs.gov. Failure to make required disclosures can result in any of the remedies described in 45 CFR 75.371 Remedies for noncompliance, including suspension or debarment (See 2 CFR parts 180 & 376 and 31 U.S.C. 3321).

This award is subject to the requirements as set forth in 45 CFR Part 87. This award is subject to HHS regulations codified at 45 CFR Chapter XIII, Parts 1301, 1302, 1303, 1304 and 1305. Attached are terms and conditions, reporting requirements, and payment instructions. Initial expenditure of funds by the grantee constitutes acceptance of this award.

AWARD ATTACHMENTS

CHICAGO, CITY OF

05HP000150-01-00

1. Early Head Start Expansion Remarks





Gracias!

