

**CITY OF SAN ANTONIO
INTERDEPARTMENTAL MEMORANDUM
DEPARTMENT OF COMMUNITY INITIATIVES**

CONSENT AGENDA

ITEM NO. 15

TO: Mayor and City Council

FROM: Dennis J. Campa, Director, Department of Community Initiatives

THROUGH: Terry M. Brechtel, City Manager

COPIES TO: Frances A. Gonzalez, Assistant to the City Manager; City Attorney's Office; Finance Department; File

SUBJECT: ORDINANCE AUTHORIZING THE ACCEPTANCE OF SUPPLEMENTAL FUNDS FOR THE HEAD-START-EARLY CHILD CARE PROGRAM

DATE: September 25, 2003

SUMMARY AND RECOMMENDATION

This document authorizes the acceptance of supplemental funds in the amount of \$0, from the U. S. Department of Health and Human Services (HHS) for the purpose of the Head Start Early Child Care program for the period of February 1, 2003 through January 3, 2004. Supplemental funds include a total of Living Wage (COI) and other enhancements and a one-time payment for reimbursement of costs associated with STEP Early Literacy Training. This action authorizes the execution of a contract amendment with Parent/Child, Inc., increasing funding to an award total of \$4 and adopt a revised Head Start program budget to \$5 09.

Staff recommends approval of this ordinance.

BACKGROUND INFORMATION

The City of San Antonio is the Head Start grantee for San Antonio and Bexar County, and contracts with Parent/Child, Incorporated (PCI), to administer the program. Since 1978, PCI has operated the Head Start program providing health, education, literacy, parental involvement activities, mental health and disabilities services at the centers and nutrition services at specific provider sites. The Head Start program also provides parent involvement activities at home and at the centers. Currently, Head Start operates 83 child development centers throughout San Antonio and Bexar County that serve children between three and five years of age. The current funding level for Head Start accommodates enrollment of 6,789 children.

PCI has continued to successfully expand Head Start services through its many partnerships and initiatives. Currently, PCI is actively involved as a partner in the development of the Single Portal of Entry model that focuses on providing families with increased accessibility and information on the three largest publicly funded early childhood care and education programs: Public Pre-Kindergarten, Child Care Delivery System (CCDS), and Head Start. Additionally,

PCI coordinates with several school districts to provide extended services to Public Pre-K students.

POLICY ANALYSIS

Ordinance No. 97085, passed and approved on January 23, 2003, City Council authorized the acceptance of \$44,229,262 from the HHS for the operation of the Head Start-Early Child Care program.

An application in response to the HHS notification of the availability of supplemental funds for Cost of Living Adjustments (COLA) and quality improvement enhancements for the current program year was submitted in May 2003. A 1.5% COLA will be provided to all Head Start staff of PCI. These funds will provide for current program enhancements to include expenses associated with "Train the Trainer" sessions in conducting assessments on children in support of the federal National Reporting System and early literacy initiatives on child outcomes. Additionally, a one-time supplement for reimbursement of costs associated with STEP (Strategic Teacher Education Program) training on teacher strategies, materials and instructional activities to promote language and literacy development was also received. Funds awarded for these purposes by HHS are included in the amount to be subcontracted to PCI.

This ordinance is a continuation of existing City policy to utilize grant funds to provide needed human services to the local community including providing families with quality services for children through its subcontract of the Head Start Program to PCI. This action supports the goal of building a high quality early childhood education system as outlined in the Early Care and Education Strategic Plan.

FISCAL IMPACT

This ordinance authorizes the acceptance of \$890,665 in supplemental funds from HHS. This action requires an additional in-kind match of \$222,666 that will be provided by Parent/Child, Incorporated bringing the total Head Start program budget to \$56,399,909. This action also adopts a budget revision to the Head Start 2003 program year and requires no additional General Fund commitment.

Head Start Budget – Funding Distribution	Budget	Revision #2 +/-	Revised Budget
COSA: Head Start - Administration	\$ 362,832	-	\$ 362,832
PCI: Head Start (PA 22) – Part & Full Day	43,269,365	890,665	44,160,030
PCI: Head Start (PA 22) - Transition	141,100	-	141,100
PCI: Head Start (PA 20) – Training & Technical Assistance	455,965	-	455,965
PCI: In-Kind	11,057,316	222,666	11,279,982
Total Head Start Program Budget	55,286,578	1,113,331	\$56,399,909

COORDINATION

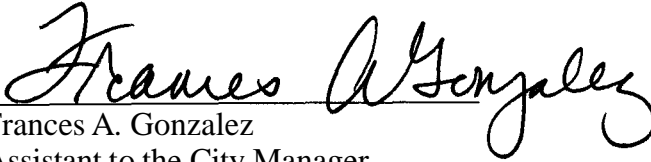
DCI coordinated activities with Parent/Child, Inc., Board of Directors, City Attorney's Office, and the Finance Department.

COMMENTS

The required Discretionary Contracts lost t is tt



Dennis J. Campa, Director
Department of Community Initiatives



Frances A. Gonzalez
Assistant to the City Manager

Approved:



Terry M. Brachtel
City Manager

City of San Antonio Discretionary Contracts Disclosure*

For use of this form, see City of San Antonio Ethics Code, Part D, Sections 1 & 2

Attach additional sheets if space provided is not sufficient.

State "Not Applicable" for questions that do not apply.

* This form is required to be supplemented in the event there is any change in the information under (1), (2), or (3) below, before the discretionary contract is the subject of council action, and no later than five (5) business days after any change about which information is required to be filed.

Disclosure of Parties, Owners, and Closely Related Persons

For the purpose of assisting the City in the enforcement of provisions contained in the City Charter and the Code of Ethics, an individual or business entity seeking a discretionary contract from the City is required to disclose in connection with a proposal for a discretionary contract:

(1) the identity of any individual who would be a party to the discretionary contract:

Mrs. Blanche A. Russ-Glover

(2) the identity of any business entity that would be a party to the discretionary contract:

Parent/Child Incorporated

and the name of:

(A) any individual or business entity that would be a subcontractor on the discretionary contract:

Not Applicable

and the name of:

(B) any individual or business entity that is known to be a partner, or a parent, or subsidiary business entity, of any individual or business entity who would be a party to the discretionary contract:

Not Applicable

* A business entity means a sole proprietorship, partnership, firm, corporation, holding company, joint-stock company, receivership, trust, unincorporated association, or any other entity recognized by law.

- (3) the identity of any lobbyist or public relations firm employed for purposes relating to the discretionary contract being sought by any individual or business entity who would be a party to the discretionary contract.

Not Applicable

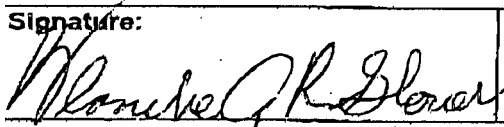
Political Contributions

Any individual or business entity seeking a discretionary contract from the City must disclose in connection with a proposal for a discretionary contract all political contributions totaling one hundred dollars (\$100) or more within the past twenty-four (24) months made directly or indirectly to any current or former member of City Council, any candidate for City Council, or to any political action committee that contributes to City Council elections, by any individual or business entity whose identity must be disclosed under (1), (2) or (3) above. Indirect contributions by an individual include, but are not limited to, contributions made by the individual's spouse, whether statutory or common-law. Indirect contributions by an entity include, but are not limited to, contributions made through its officers, owners, attorney, or registered lobbyists or the entity.

To Whom Made;	Amount;	Date of Contribution:
Not Applicable		

Disclosures in Proposals

Any individual or business entity seeking a discretionary contract with the City shall disclose any known facts which, reasonably understood, raise a question as to whether any City official or employee would violate Section 1 of Part B: Improper Economic Benefit by participating in official action relating to the discretionary contract.

Signature: 	Title: Chief Executive Officer Company: Parent/Child Incorporated	Date: 9/15/03

² for purposes of this rule, facts are "reasonably understood" to "raise a question" about the appropriateness of official action if a disinterested person would conclude that the facts, if true, require recusal or require careful consideration of whether or not recusal is required.

City of San Antonio Discretionary Contracts Disclosure*

For use of this form, see City of San Antonio Ethics Code, Part D, Sections 1&2

Attach additional sheets if space provided is not sufficient.

State "Not Applicable" for questions that do not apply.

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Disclosure of Parties, Owners, and Closely Related Persons

For the purpose of assisting the City in the enforcement of provisions contained in the City Charter and the Code of Ethics, on individual or business entity seeking a discretionary contract from the City is required to disclose in connection with a proposal for a discretionary contract:

(1) the identity of any individual who would be a party to the discretionary contract.

Mrs. Lupe V. Gonzales

(2) the identity of any business entity that would be a party to the discretionary contract.

Parent/Child Incorporated

and the name of:

(A) any individual or business entity that would be a subcontractor on the discretionary contract.

Not Applicable

and the name of:

(B) any individual or business entity that is known to be a partner, or a parent, or subsidiary business entity, or any individual or business entity who would be a party to the discretionary contract.

Not Applicable

¹ A business entity means a sole proprietorship, partnership, firm, corporation, holding company, joint-stock company, receivership, trust, unincorporated association, or any other entity recognized by law.

- (3) the identity of any lobbyist or public relations firm employed for purposes relating to the discretionary contract being sought by any individual or business entity who would be a party to the discretionary contract.

Not Applicable

Political Contributions

Any individual or business entity seeking a discretionary contract from the city must disclose in connection with a proposal for a discretionary contract all political contributions totaling one hundred dollars (\$100) or more within the past twenty-four (24) months made directly or indirectly to any current or former member of City Council, any candidate for City Council, or to any political action committee that contributes to City Council elections, by any individual or business entity whose identity must be disclosed under (1), (2) or (3) above. Indirect contributions by an individual include, but are not limited to, contributions made by the individual's spouse, whether statutory or common-law. Indirect contributions by an entity include, but are not limited to, contributions made through the officers, owners, attorneys, or registered lobbyists of the entity.

To Whom Made:	Amount:	Date of Contribution:
Not Applicable		

Disclosures in Proposals

Any individual or business entity seeking a discretionary contract with the city shall disclose any known facts which reasonably understood raise a question as to whether any city official or employee would violate Section 1 of Part B - Improper Economic Benefit by participating in official action relating to the discretionary contract.

Signature: <i>Lupe V. Samples</i>	Title: Board President Company: Parent/Child Incorporated	Date: 9/16/03

² For purposes of this rule, facts are "reasonably understood" to "raise a question" about the appropriateness of official action if a disinterested person would conclude that the facts, if true, require recusal or require careful consideration of whether or not recusal is required.

DEPARTMENT OF HEALTH AND HUMAN SERVICES (DHHS)
ADMINISTRATION FOR CHILDREN AND FAMILIES (ACF)

STANDARD AND CONDITIONS-- RETI / R GRANTS

The attached Financial Assistance Award is subject to Federal legislation and to DHHS and ACF regulations and policies. These include the following:

1. For institutions of higher education, hospitals, other non-profit organizations, and commercial (for-profit) organizations, Title 45 of the Code of Federal Regulations (45 CFR) Part 74, *"Uniform Administrative Requirements for Awards and Subawards to Institutes of Higher Education, Hospitals, Other Non-Profit Organizations; and Commercial Organizations; and Certain Grants and Agreements with States, Local Governments and Indian Tribal Governments."*
[\[http://www.hhs.gov/progorg/grantsnet/adminis/cfr45.html\]](http://www.hhs.gov/progorg/grantsnet/adminis/cfr45.html)
2. For States, local governments and Federally recognized Indian Tribes, 45 CFR Part 92, *"Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments."* [\[http://www.hhs.gov/progorg/grantsnet/adminis/cfr45.html\]](http://www.hhs.gov/progorg/grantsnet/adminis/cfr45.html)
3. Other DHHS regulations codified in Title 45 of the Code of Federal Regulations
[\[http://www.hhs.gov/progorg/grantsnet/adminis/cfr45.html\]](http://www.hhs.gov/progorg/grantsnet/adminis/cfr45.html):

- Part 16 - Procedures of the Departmental Grant Appeals Board
- Part 30 - Claims Collection
- Part 46 - Protection of Human Subjects
- Part 76 - Governmentwide Debarment and Suspension (Non-Procurement) and Governmentwide Requirements for Drug-Free Workplace (Grants)
- Part 80 - Nondiscrimination Under Programs Receiving Federal Assistance through the DHHS Effectuation of Title VI of the Civil Rights Act of 1964
- Part 81 - Practice and Procedure for Hearings Under Part 80 of This Title
- Part 84 - Nondiscrimination on the Basis of Handicap in Programs and Activities Receiving Federal Financial Assistance
- Part 86 - Nondiscrimination on the Basis of Sex in Education Programs and Activities Receiving or Benefiting From Federal Financial Assistance
- Part 91 - Nondiscrimination on the Basis of Age in HHS Programs or Activities Receiving Federal Financial Assistance
- Part 93 - New Restrictions on Lobbying
- Part 100 - Intergovernmental Review of DHHS Programs and Activities

For Head Start Programs [\[http://www2.acf.dhhs.gov/programs/hsb/html/regulations.html\]](http://www2.acf.dhhs.gov/programs/hsb/html/regulations.html)

- Part 1301 - Head Start Grants Administration
- Part 1302 - Policies and Procedures for Selection, Initial Funding, and Refunding of Head Start Grantees, and for Selection of Replacement Grantees
- Part 1303 - Appeal Procedures for Head Start Grantees and Current or Prospective Delegate Agencies
- Part 1304 - Program Performance Standards for the Operation of Head Start Programs by Grantee and Delegate Agencies
- Part 1305 - Eligibility, Recruitment, Selection, Enrollment and Attendance in Head Start
- Part 1306 - Head Start Staffing Requirements and Program Operations
- Part 1308 - Head Start Program Performance Standards on Services for Children with Disabilities
- Part 1309 - Head Start Facilities Purchase

For Runaway and Homeless Youth Programs

Part 1351 - Runaway and Homeless Youth Program

4. 37 CFR Part 401 - Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts, and Cooperative Agreements.
[<http://www.access.gpo.gov/nara/cfr/waisidx/37cfr401.html>]
5. The recipient organization must carry out the project according to the application as approved by the Administration for Children and Families (ACF), including the proposed work program and any amendments, all of which are incorporated by reference in these terms and conditions.
6. If this is a multi-year project and it is not the final budget period, the grantee is advised that future awards for continuation of this project will be dependent upon the availability of Federal funds, satisfactory progress by the grantee, and ACF's determination that continued funding is in the best interest of the Federal government.
7. Grantees shall liquidate all obligations incurred under the award not later than 90 days after the end of the project period. The only exceptions to this rule are the basic Head Start grants with an indefinite project period. For these grants, liquidation of obligations should occur not later than 90 days after each budget period. In either case, an unobligated balance from a prior budget period does not authorize a grantee to obligate funds in excess of the total federally approved budget reflected on the FAA for the current budget period.
 - a. The DHHS Inspector General maintains a toll free number, **800-HHS-TIPS** (800-447-8477), for receiving information concerning fraud, waste or abuse under grants and cooperative agreements. Such reports are kept confidential, and callers may decline to give their names if they choose to remain anonymous. [<http://www.dhhs.gov/progorg/oei/hotline/hhshot.html>]
9. The grantee will take all necessary affirmative steps to ensure that small, minority and woman-owned business firms are utilized when possible as sources of supplies, services, equipment and construction. To the extent practicable, all equipment and products purchased with funds made available through this award should be American-made.
10. Failure to submit reports (i.e., financial, progress, or other required reports) on time may be the basis for withholding financial assistance payments, suspension, termination or denial of refunding. A history of such unsatisfactory performance may result in designation of "high risk" status for the recipient organization and may jeopardize potential future funding from DHHS.
11. Under Section 508 of Public Law 103-333, the following condition is applicable to all Federal awards:

"When issuing statements, press releases, requests for proposals, bid solicitations and other documents describing projects or programs funded in whole or in part with Federal money, all grantees receiving Federal funds, including but not limited to State and local governments and recipients of Federal research grants shall clearly state (1) the percentage of the total costs of the program or project which will be financed with Federal money, (2) the dollar amount of Federal funds for the project or program, and (3) the percentage and dollar amount of total costs of the project or program that will be refinanced by nongovernmental sources."

12. Public Law 103-227, Part C - Environmental Tobacco Smoke, also known as the Pro-Children's Act of 1994 requires that smoking not be permitted in any portion of any indoor facility owned or leased or contracted for by an entity and used routinely or regularly for the provision of health, day care, education, or library services to children under the age of 18, if the services are funded by Federal programs either directly or through State or local governments, by Federal grant, contract, loan, or loan guarantee. The law does not apply to children's services provided in private residences, facilities funded solely by Medicare or Medicaid funds, and portions of facilities used for inpatient drug or alcohol treatment. [<http://www.ed.gov/legislation/GOALS2000/TheAct/sec1043.html>]
13. For purposes of this award each item of equipment with an acquisition cost of less than \$5,000 is included under supplies, is allowable as a direct cost of this project, and does not require prior approval of the Grants Officer. Conversely, an item of equipment with an acquisition cost of \$5,000 or more is NOT considered an allowable project cost without prior written approval of the Grants Officer.
14. The Grantee shall comply with all provisions of OMB Circular A-133 (revised June 24, 1997), "*Audits of States, Local Governments and Non-Profit Organizations*." [<http://www.whitehouse.gov/WH/EOP/OMB/html/circulars/a133/a133.html>] Grantees that expend a total of \$300,000 or more in federal funds are required to submit an annual audit within nine months after the end of the audit period. The Reporting Package should include: 1) SF-SAC-Data Collection Form for Reporting on Audits of States, Local Governments and Non-Profit Organizations [<http://harvester.census.gov/sac/mstempl.html>]; 2) Summary of prior audit findings; 3) Auditors reports; and 4) Corrective action plans. Copies of this Reporting Package are to be sent to: Single Audit Clearinghouse, Bureau of the Census, 1201 E. 10th Street, Jeffersonville, Indiana 47132. The Grantee is requested to send a courtesy copy of the Reporting Package with a copy of any management letters issued by the auditor to: ACF Grants Officer, Administration for Children and Families, **[fill in RO address]**.
15. Grantees shall comply with the particular set of federal cost principles that applies in determining allowable costs. Allowability of costs shall be determined in accordance with the cost principles applicable to the entity incurring the costs:
 - o The allowability of costs incurred by State, local or federally-recognized Indian tribal governments is determined in accordance with the provisions of OMB Circular A-87, "*Cost Principles for State and Local Governments*." [<http://www.whitehouse.gov/WH/EOP/OMB/html/circulars/a087/a087-a11.html>]
 - o The allowability of costs incurred by nonprofit organizations (except for those listed in Attachment C of Circular A-122) is determined in accordance with the provisions of OMB Circular A-122, "*Cost Principles for Nonprofit Organizations*" and paragraph (b) of 45 CFR 974.27. [<http://www.whitehouse.gov/WH/EOP/OMB/html/circulars/a122/a122.html>]
 - o The allowability of costs incurred by institutions of higher education is determined in accordance with the provisions of OMB Circular A-21, "*Cost Principles for Educational Institutions*:" [<http://www.whitehouse.gov/WH/EOP/OMB/html/circulars/a021/a021.html>]
 - o The allowability of costs incurred by hospitals is determined in accordance with the provisions of Appendix E of 45 CFR Part 74, "*principles for Determining Costs Applicable to Research and Development Under Grants and Contracts with Hospitals*."
 - o The allowability of costs incurred by commercial organizations and those non-profit organizations listed in Attachment C to Circular A-122 is determined in accordance with the provisions of the federal Acquisition Regulation (FAR) at 48 CFR Part 31, except that independent research and development costs are unallowable.

STATE OF TEXAS

9

COUNTY OF BEXAR

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AMENDMENT TO
DELEGATE AGENCY CONTRACT

§

CITY OF SAN ANTONIO

§

This Amendment of the PCI/Head Start Delegate Agency Contract (hereinafter referred to as Amendment) is entered into by and between the City of San Antonio (hereinafter referred to as "City"), a Texas Municipal Corporation, acting by and through its Director of Community Initiatives pursuant to Ordinance No. _____ dated _____, 2003 and Parent/Child Incorporated (hereinafter referred to as "Contractor").

WHEREAS, City and Contractor entered into a certain delegate agency agreement (hereinafter referred to as the "Agreement") pursuant to Ordinance No. 97085 passed and approved on January 23, 2003 and authorized an initial grant award of \$43,866,430.00 from the U.S. Department of Health and Human Services (DHHS) for a 12 month period beginning on February 1, 2003 for the purpose of continued operation of the Head Start Early Child Care Program; and

WHEREAS, the DHHS has informed the City of San Antonio of the availability of supplemental funds in the amount of \$890,655.00 for current program enhancements including a Cost of Living Adjustment (COLA), quality improvement enhancements and a one-time supplement for reimbursement of costs associated with STBP (Early Literacy Training); and

WHEREAS, City and Contractor now desire to amend said the Agreement to provide for the expenditure of additional Funding that has been provided by the San Antonio City Council; NOW THEREFORE:

City and Contractor hereby agrees as follows:

1. Section 2 of the Delegate Agency Agreement is hereby amended as follows:

In consideration, the City will reimburse Contractor for expenses incurred in accordance with the budget approved by City Council in Ordinance No. _____. It is specifically agreed that reimbursement hereunder shall not exceed the amount of \$44,757,085.00. Contractor agrees to provide to the City upon termination of this Agreement documentation of expenditures totalling a 20% cash or in kind match of the amount of the Agreement set forth herein.

2. The document entitled "Performance Impact Plan and Budget (amended) that is attached hereto and incorporated herein as Attachment I shall supersede the Performance Impact Plan and Budget contained as Attachment I in the

Attachment II

Agreement and all references in the Agreement to "Performance Impact Plan and Budget" will now refer to the attached Performance Impact Plan and Budget (amended).

3. All other terms, conditions, covenants and provisions of the Agreement are hereby continued and shall remain in effect in their original form, except for the provisions modified by this Amendment.

EXECUTED this _____ day of _____, 2003.

CITY OF SAN ANTONIO:

CONTRACTING AGENCY:

Dennis J. Campa, Director
Department of Community Initiatives

Parent/Child Incorporated

P.O. Box 830407

Date: _____

San Antonio, Texas 78283-0407

By: Executive Director

Date: 9/15/03

Board President

Date: 9/16/03

APPROVED AS TO FORM: _____

City Attorney

HEAD START - EARLY CHILD CARE PROGRAM 2003

02/01/03- 01/31/04

26-022093

INDEX NO.	REVENUES		BUDGET	Revision #1 +/-	REVISED BUDGET
077032	HHS-Office of Human Development Grant		44,229,262	890,665	45,119,927
093021	Space & Vol Serv--In Kind		11,057,316	222,666	11,279,982
	Total Revenues		55,286,578	1,113,331	56,399,909
	EXPENDITURES	Obj Code			
	38-02-02 Head Start- Early Child Care Prog-Admin		BUDGET		
755231	Salaries	01-010	232,236		232,236
755249	Language Skill Pay	01-019			
755256	FICA	01-030	17,083		17,083
755264	TMRS	01-040	24,496		24,496
755272	Flex Benefits	01-050	17,164		17,164
755280	Life Insurance	01-051	510		510
755298	Workers Comp	01-060	4,325		4,325
755306	Pers Leave Buyback	01-072	1,000		1,000
755314	Communications	02-110	5,400		5,400
755322	Comm-Pagers	02-112			
755330	Mail & Parcel Post	02-113	25		25
755348	Rental of Facilities	02-116	3,000		3,000
755355	Rental of Equipment	02-119			
755363	Inter-Fund Rent of City Motor Pool	02-120	100		100
755371	Travel-Official	02-124	4,000		4,000
755389	Education	02-128	3,000		3,000
755397	Car Allowance	02-130	100		100
755405	Maint & Rep - Bldgs & Imp	02-139			
755413	Maint & Rep - Mach & Equip	02-142	100		100
755421	Maint & Rep - Comm	02-144	2,500		2,500
755439	Fees to Contractors	02-160	6,000		6,000
755447	ADP	02-172	2,250		2,250
755454	Binding, Printing& Reproduction	02-181	1,000		1,000
755462	Office Supplies	03-210	2,500		2,500
755470	Chemicals, Medical & Drugs	03-228	400		400
755488	Tools, Apparatus, Access	03-232	100		100
755496	Maint Rep Mat - Bldgs & Imp	03-240			
755504	Maint Rep Mat - Auto	03-241	43		43
755512	Maint Rep Mat - Mach & Equip	03-242	500		500
755520	Computer Software	03-243	7,500		7,500
755538	Computer Equipment	05-360	17,500		17,500
755546	Mach & Equip - Other	05-373	4,125		4,125
755553	Furniture & Fixtures	05-375	5,875		5,875
	Total 38-02-02		362,832		362,832
	38-02-04 Head Start- Early Child Care Program-Operator				
755561	PCI: Head Start (PA22) - Part & Full Day	02-163	43,269,365	890,665	44,160,030
755579	PCI: Head Start (PA22) - Transition	02-163	141,100		141,100
755587	PCI: Head Start (PA20) - T&TA	02-163	455,965		455,965
893347	PCI: In-Kind	82-692	11,057,316	222,666	11,279,982
	Total 38-02-04		54,923,746	1,113,331	56,037,077
	TOTAL EXPENDITURES		55,286,578	1,113,331	56,399,909

FUND ONLY INDEX NO. : 002363

HEAD START - EARLY CHILD CARE PROGRAM 2003**02/01/03- 01/31/04****26-022093**

INDEX NO.	REVENUES		BUDGET	Revision #1 +/-	REVISED BUDGET
077032	HHS-Office of Human Development Grant		44,229,262	890,665	45,119,927
093021	Space & Vol Serv--In Kind		11,057,316	222,666	11,279,982
	Total Revenues		55,286,578	1,113,331	56,399,909
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	38-02-02 Head Start- Early Child Care Prog-Admin		BUDGET		
755231	Salaries	01-010	232,236		232,236
755249	Language Skill Pay	01-019			
755256	FICA	01-030	17,083		17,083
755264	TMRS	01-040	24,496		24,496
755272	Flex Benefits	01-050	17,164		17,164
755280	Life Insurance	01-051	510		510
755298	Workers Comp	01-060	4,325		4,325
755306	Pers Leave Buyback	01-072	1,000		1,000
755314	Communications	02-110	5,400		5,400
755322	Comm-Pagers	02-112			
755330	Mail & Parcel Post	02-113	25		25
755348	Rental of Facilities	02-116	3,000		3,000
755355	Rental of Equipment	02-119			
755363	Inter-Fund Rent of City Motor Pool	02-120	100		100
755371	Travel-Official	02-124	4,000		4,000
755389	Education	02-128	3,000		3,000
755397	Car Allowance	02-130	100		100
755405	Maint & Rep - Bldgs & Imp	02-139			
755413	Maint & Rep - Mach & Equip	02-142	100		100
755421	Maint & Rep - Comm	02-144	2,500		2,500
755439	Fees to Contractors	02-160	6,000		6,000
755447	ADP	02-172	2,250		2,250
755454	Binding, Printing & Reproduction	02-181	1,000		1,000
755462	Office Supplies	03-210	2,500		2,500
755470	Chemicals, Medical & Drugs	03-228	400		400
755488	Tools, Apparatus, Access	03-232	100		100
755496	Maint Rep Mat - Bldgs & Imp	03-240			
755504	Maint Rep Mat - Auto	03-241	43		43
755512	Maint Rep Mat - Mach & Equip	03-242	500		500
755520	Computer Software	03-243	7,500		7,500
755538	Computer Equipment	05-360	17,500		17,500
755546	Mach & Equip - Other	05-373	4,125		4,125
755553	Furniture & Fixtures	05-375	5,875		5,875
	Total 38-02-02		362,832		362,832
	38-02-04 Head Start- Early Child Care Program-Operator				
755561	PCI: Head Start (PA22) - Part & Full Day	02-163	43,269,365	890,665	44,160,030
755579	PCI: Head Start (PA22) - Transition	02-163	141,100		141,100
755587	PCI: Head Start (PA20) - T&TA	02-163	455,965		455,965
893347	PCI: In-Kind	82-692	11,057,316	222,666	11,279,982
	Total 38-02-04		54,923,746	1,113,331	56,037,077
	TOTAL EXPENDITURES		55,286,578	1,113,331	56,399,909

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