

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2009	2010	2011	2012	2013
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	1,606,376	_____	_____	_____	_____
External Revenue	(1,498,074)	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	108,302	_____	_____	_____	_____
# ADDITIONAL FTE POSITIONS (Cumulative)	_____	_____	_____	_____	_____

Is Item Included In Current Budget: Yes X No _____
 Budget Account No. : Fund 1002 Dept. 147 Unit Various Object Various
 Program Code: Various

B. Recommended Sources of Funds/Summary of Fiscal Impact:

80% Funding by the HHS and a 20% match.

C. Departmental Fiscal Review:

[Handwritten signature]

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Administration Comments:

The County match is included in the FY2009 budget. The department will amend the budget to reconcile once the grant is awarded.

[Handwritten signature] - 6/11/09
 6/11/09 OFMB 6/11/09 6/11/09 6/11/09

[Handwritten signature] 6/12/09
 Contract Development & Control 6/11/09

B. Legal Sufficiency:

[Handwritten signature] 6/15/09
 Assistant County Attorney

C. Other Department Review:

 Department Director

This summary is not to be used as a basis for payment.

Application for Federal Assistance SF-424

* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): _____ * Other (Specify) _____
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* 3. Date Received: _____	4. Applicant Identifier: 04CH3046
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5a. Federal Entity Identifier: 596000785	* 5b. Federal Award Identifier: _____
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State Use Only:

6. Date Received by State: _____	7. State Application Identifier: _____
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8. APPLICANT INFORMATION:

* a. Legal Name: Palm Beach County, Board of County Commissioners	
* b. Employer/Taxpayer Identification Number (EIN/TIN): 59-6000785	* c. Organizational DUNS: 078470461

d. Address:

* Street1: 3323 Belvedere Road, Building 502
Street2: _____
* City: West Palm Beach
County: Palm Beach County
* State: Florida
Province: _____
* Country: USA: UNITED STATES
* Zip / Postal Code: 33406

e. Organizational Unit:

Department Name: Community Services	Division Name: Head Start Children Services
--------------------------------------------	----------------------------------------------------

f. Name and contact information of person to be contacted on matters involving this application:

Prefix: Dr.	* First Name: Carmen
Middle Name: A.	_____
* Last Name: Nicholas	_____
Suffix: _____	_____

Title: Director, Head Start Children Services

Organizational Affiliation: _____

* Telephone Number: 561-233-1611	Fax Number: 561-233-1633
-----------------------------------------	---------------------------------

*** Email:** cnichola@pbcbgov.org

Application for Federal Assistance SF-424

Version 02

9. Type of Applicant 1: Select Applicant Type:

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

*** Other (specify):**

*** 10. Name of Federal Agency:**

11. Catalog of Federal Domestic Assistance Number:

CFDA Title:

*** 12. Funding Opportunity Number:**

*** Title:**

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

*** 15. Descriptive Title of Applicant's Project:**

Attach supporting documents as specified in agency instructions.

Application for Federal Assistance SF-424 Version 02

16. Congressional Districts Of:

* a. Applicant 16,19,22,23

* b. Program/Project 16,19,22,23

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

* a. Start Date: 10/01/2008

* b. End Date:

18. Estimated Funding (\$):

* a. Federal \$1,498,074.00
* b. Applicant \$108,302.00
* c. State 0
* d. Local 0
* e. Other 0
* f. Program Income 0
* g. TOTAL \$1,606,376.00

* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?

- a. This application was made available to the State under the Executive Order 12372 Process for review on
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)

Yes No

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: Mr. * First Name: John
Middle Name: F.
* Last Name: Koons
Suffix:

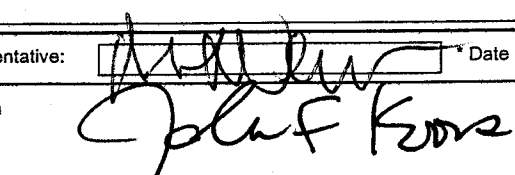
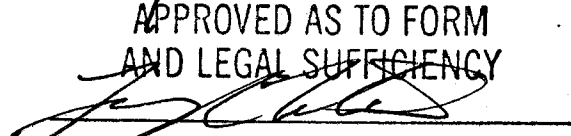
* Title: Chairman

* Telephone Number: 561-355-2201 Fax Number: 561-355-3990

* Email: jkoons@pbcgov.org

* Signature of Authorized Representative:  * Date Signed: 5/14/09

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APPROVED AS TO FORM
AND LEGAL SUFFICIENCY

COUNTY ATTORNEY

Standard Form 424 (Revised 10/2005)
Prescribed by OMB Circular A-102

Application for Federal Assistance SF-424

Version 02

* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): _____ * Other (Specify) _____
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-----------------------------------------------------------------------	----------------------------------------

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County:	Palm Beach County
* State:	Florida
Province:	_____
* Country:	USA: UNITED STATES
* Zip / Postal Code:	33406

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Department Name: Community Services	Division Name: Head Start Children Services
----------------------------------------	------------------------------------------------

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Middle Name: A.	_____
* Last Name: Nicholas	_____
Suffix: _____	_____

Title: Director, Head Start Children Services

Organizational Affiliation:

* Telephone Number: 561-233-1611	Fax Number: 561-233-1633
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* Email: cnichola@pbcgov.org

Application for Federal Assistance SF-424

Version 02

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Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:

11. Catalog of Federal Domestic Assistance Number:

CFDA Title:

* 12. Funding Opportunity Number:

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Title:

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Application for Federal Assistance SF-424

Version 02

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* b. End Date:

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 * b. Applicant \$108,302.00
 * c. State 0
 * d. Local 0
 * e. Other 0
 * f. Program Income 0
 * g. TOTAL \$1,606,376.00

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** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: Mr. * First Name: John
 Middle Name: F.
 * Last Name: Koons
 Suffix:

* Title: Chairman

* Telephone Number: 561-355-2201 Fax Number: 561-355-3990

* Email: jkoons@pbcgov.org

* Signature of Authorized Representative: *[Signature]* * Date Signed: 5/14/09

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[Signature]
 APPROVED AS TO FORM
 AND LEGAL SUFFICIENCY
[Signature]
 COUNTY ATTORNEY

Standard Form 424 (Revised 10/2005)
Prescribed by OMB Circular A-102

BUDGET INFORMATION - Non-Construction Programs

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1.		\$	\$	\$	\$	0.00
2.						0.00
3.						0.00
4.						0.00
5. Totals		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1) HS Perm COLA	(2) HS ARRA COLA	(3) HS QI Funds		
a. Personnel	\$ 0.00	\$ 0.00	\$ 223,895.70	\$	\$ 223,895.70
b. Fringe Benefits	0.00	0.00	39,181.80		39,181.80
c. Travel	18,000.00	0.00	0.00		18,000.00
d. Equipment	0.00	54,737.00	88,675.00		143,412.00
e. Supplies	0.00	29,046.00	32,780.00		61,826.00
f. Contractual	191,007.85	100,480.68	256,028.50		547,517.03
g. Construction	0.00	0.00	0.00		0.00
h. Other	268,256.15	45,322.32	66,542.00		380,120.47
i. Total Direct Charges (sum of 6a-6h)	477,264.00	229,586.00	707,103.00	0.00	1,413,953.00
j. Indirect Charges					0.00
k. TOTALS (sum of 6i and 6j)	\$ 477,264.00	\$ 229,586.00	\$ 707,103.00	\$ 0.00	\$ 1,413,953.00
7. Program Income	\$	\$	\$	\$	\$ 0.00

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Standard Form 424A (Rev. 7-97)
Prescribed by OMB Circular A-102

**Palm Beach County Head Start
FY2009**

Object	Type	Program	Description	COLA	ARRA COLA	QI	TOTAL
1201	PA	HD10	Salaries & Wages Reg.	0.00	0.00	223,895.70	223,895.70
2101	PA	HD11	Fica-Taxes	0.00	0.00	13,881.53	13,881.53
2105	PA	HD11	Fica-Medicare	0.00	0.00	3,246.49	3,246.49
2201	PA	HD11	Retirement Contributions	0.00	0.00	22,053.78	22,053.78
3401	OA	HD29	Other Contracts	191,007.85	84,177.43	65,996.50	341,181.78
3421	OA	HD29	Contract Training	0.00	16,303.25	190,032.00	206,335.25
4007	OA	HD35	Travel Mileage	18,000.00	0.00	0.00	18,000.00
4301	OA	HD19	Utilities/ Electric	67,500.00	0.00	0.00	67,500.00
4310	OA	HD19	Utilities/Waste Disposal	23,000.00	0.00	0.00	23,000.00
4410	OA	HD20	Rent-Building	30,000.00	0.00	0.00	30,000.00
4610	OA	HD22	Repair/Maint Buildings	104,756.15	0.00	5,292.00	110,048.15
4620	OA	HD22	Repair/Maint-Equipment	0.00	31,625.00	61,250.00	92,875.00
4703	OA	HD34	Graphics Charges	35,000.00	0.00	0.00	35,000.00
4909	OA	HD35	Licenses & Permits	8,000.00	0.00	0.00	8,000.00
5121	OA	HD35	Data Processing Software	0.00	13,697.32	0.00	13,697.32
5201	OA	HD15	Materials Supplies Operating	0.00	29,046.00	7,500.00	36,546.00
5402	OA	HD15	Education Training Materials	0.00	0.00	25,280.00	25,280.00
OA Total	0			477,264.00	174,849.00	618,428.00	1,270,541.00
6401	CA	HD14	Machinery & Equipment	0.00	54,737.00	88,675.00	143,412.00
6405	CA	HD14	Data Processing Equipment	0.00	0.00	0.00	0.00
CA Total	0			0.00	54,737.00	88,675.00	143,412.00
Grand Total	0			477,264.00	229,586.00	707,103.00	1,413,953.00

Federal Award Total	381,811.00	229,586.00	707,103.00	1,318,500.00
Match	95,453.00	0.00	0.00	95,453.00
TOTAL AWARD	477,264.00	229,586.00	707,103.00	1,413,953.00
Difference	0.00	0.00	(0.00)	

**Palm Beach County Head Start
FY2009**

Object	Type	Program	Description	COLA	Federal	Non- Federal
1201	PA	HD10	Salaries & Wages Reg.	0.00	0.00	0.00
2101	PA	HD11	Fica-Taxes	0.00	0.00	0.00
2105	PA	HD11	Fica-Medicare	0.00	0.00	0.00
2201	PA	HD11	Retirement Contributions	0.00	0.00	0.00
3401	OA	HD29	Other Contracts	191,007.85	152,806.28	38,201.57
3421	OA	HD29	Contract Training	0.00	0.00	0.00
4007	OA	HD35	Travel Mileage	18,000.00	14,400.00	3,600.00
4301	OA	HD19	Utilities/ Electric	67,500.00	54,000.00	13,500.00
4310	OA	HD19	Utilities/Waste Disposal	23,000.00	18,400.00	4,600.00
4410	OA	HD20	Rent-Building	30,000.00	24,000.00	6,000.00
4610	OA	HD22	Repair/Maint Buildings	104,756.15	83,804.92	20,951.23
4620	OA	HD22	Repair/Maint-Equipment	0.00	0.00	0.00
4703	OA	HD34	Graphics Charges	35,000.00	28,000.00	7,000.00
4909	OA	HD35	Licenses & Permits	8,000.00	6,400.00	1,600.00
5121	OA	HD35	Data Processing Software	0.00	0.00	0.00
5201	OA	HD15	Materials Supplies Operating	0.00	0.00	0.00
5402	OA	HD15	Education Training Materials	0.00	0.00	0.00
OA Total				477,264.00	381,811.20	95,452.80
6401	CA	HD14	Machinery & Equipment	0.00	0.00	0.00
6405	CA	HD14	Data Processing Equipment	0.00	0.00	0.00
CA Total				0.00	0.00	0.00
Grand Total				477,264.00	381,811.20	95,452.80

Object	Type	Program	Description	ARRA COLA	Federal	Non- Federal
1201	PA	HD10	Salaries & Wages Reg.	0.00	0.00	
2101	PA	HD11	Fica-Taxes	0.00	0.00	
2105	PA	HD11	Fica-Medicare	0.00	0.00	
2201	PA	HD11	Retirement Contributions	0.00	0.00	
3401	OA	HD29	Other Contracts	84,177.43	84,177.43	
3421	OA	HD29	Contract Training	16,303.25	16,303.25	
4007	OA	HD35	Travel Mileage	0.00	0.00	
4301	OA	HD19	Utilities/ Electric	0.00	0.00	
4310	OA	HD19	Utilities/Waste Disposal	0.00	0.00	
4410	OA	HD20	Rent-Building	0.00	0.00	
4610	OA	HD22	Repair/Maint Buildings	0.00	0.00	
4620	OA	HD22	Repair/Maint-Equipment	31,625.00	31,625.00	
4703	OA	HD34	Graphics Charges	0.00	0.00	
4909	OA	HD35	Licenses & Permits	0.00	0.00	
5121	OA	HD35	Data Processing Software	13,697.32	13,697.32	
5201	OA	HD15	Materials Supplies Operating	29,046.00	29,046.00	
5402	OA	HD15	Education Training Materials	0.00	0.00	
OA Total				174,849.00	174,849.00	0.00
6401	CA	HD14	Machinery & Equipment	54,737.00	54,737.00	
6405	CA	HD14	Data Processing Equipment	0.00	0.00	
CA Total				54,737.00	54,737.00	0.00
Grand Total				229,586.00	229,586.00	0.00

Object	Type	Program	Description	Q1	Federal	Non- Federal
1201	PA	HD10	Salaries & Wages Reg.	223,895.70	223,895.70	0.00
2101	PA	HD11	Fica-Taxes	13,881.53	13,881.53	0.00
2105	PA	HD11	Fica-Medicare	3,246.49	3,246.49	0.00
2201	PA	HD11	Retirement Contributions	22,053.78	22,053.78	0.00
3401	OA	HD29	Other Contracts	65,996.50	65,996.50	0.00
3421	OA	HD29	Contract Training	190,032.00	190,032.00	0.00
4007	OA	HD35	Travel Mileage	0.00	0.00	0.00
4301	OA	HD19	Utilities/ Electric	0.00	0.00	0.00
4310	OA	HD19	Utilities/Waste Disposal	0.00	0.00	0.00
4410	OA	HD20	Rent-Building	0.00	0.00	0.00
4610	OA	HD22	Repair/Maint Buildings	5,292.00	5,292.00	0.00
4620	OA	HD22	Repair/Maint-Equipment	61,250.00	61,250.00	0.00
4703	OA	HD34	Graphics Charges	0.00	0.00	0.00
4909	OA	HD35	Licenses & Permits	0.00	0.00	0.00
5121	OA	HD35	Data Processing Software	0.00	0.00	0.00
5201	OA	HD15	Materials Supplies Operating	7,500.00	7,500.00	0.00
5402	OA	HD15	Education Training Materials	25,280.00	25,280.00	0.00
OA Total				618,428.00	618,428.00	0.00
6401	CA	HD14	Machinery & Equipment	88,675.00	88,675.00	0.00
6405	CA	HD14	Data Processing Equipment	0.00	0.00	0.00
CA Total				88,675.00	88,675.00	0.00
Grand Total				707,103.00	707,103.00	0.00

BUDGET INFORMATION - Non-Construction Program

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. Program Operation	93.600	\$	\$	\$	\$	\$
2.						
3.						
4.						
5. Totals		\$	\$	\$	\$	\$

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY			Total (5)
	(1) HS-Perm COLA	(2) HS-ARRA	(3) Quality Improvement	
a. Personnel	\$ 25,112.26	\$ 15,033.34	\$	\$ 40,146.60
b. Fringe Benefits	6,747.33	1,500.62		8,247.95
c. Travel				
d. Equipment				
e. Supplies				
f. Contractual		2,608.43		2,608.36
g. Construction				
h. Other			10,000.00	10,000.00
i. Total Direct Charges (sum of 6a-6h)				
j. Indirect Charges				
k. TOTALS (sum of 6i and 6j)	\$ 31,859.59	\$ 19,142.39	\$ 10,000.00	\$ 60,982.91
7. Program Income	\$	\$	\$	\$

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Prescribed by OMB Circular A-102

BUDGET INFORMATION - Non-Construction Program

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1.		\$	\$	\$	\$	\$ 0.00
2.						0.00
3.						0.00
4.						0.00
5. Totals		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1) COLA	(2) COLA ARRA	(3) QI	QI	
a. Personnel	\$ 45,639.00	\$ 29,843.65	\$	\$	\$ 75,482.65
b. Fringe Benefits	7,623.00	2,283.04			9,906.04
c. Travel					0.00
d. Equipment					0.00
e. Supplies					0.00
f. Contractual					0.00
g. Construction					0.00
h. Other			10,000.00		10,000.00
i. Total Direct Charges (sum of 6a-6h)	53,262.00	32,126.69	10,000.00	0.00	95,388.69
j. Indirect Charges					0.00
k. TOTALS (sum of 6i and 6j)	\$ 53,262.00	\$ 32,126.69	\$ 10,000.00	\$ 0.00	\$ 95,388.69
7. Program Income	\$	\$	\$	\$	\$ 0.00

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BUDGET INFORMATION - Non-Construction Program

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1.		\$	\$	\$	\$	\$
2.						
3.						
4.						
5. Totals		\$	\$	\$	\$	\$

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1) H.S. Perm. COLA	(2) H.S. ARRA	(3) H.S.Q.I.	(4)	
a. Personnel	\$ 25,009.98	\$ 0.00	\$ 0.00	\$ 0.00	\$ 25,009.98
b. Fringe Benefits	6,648.29	0.00	0.00	0.00	6,648.29
c. Travel	0.00	0.00	0.00	0.00	0.00
d. Equipment	0.00	0.00	0.00	0.00	0.00
e. Supplies	6,094.29	22,700.91	10,000.00	0.00	38,795.20
f. Contractual	0.00	0.00	0.00	0.00	0.00
g. Construction	0.00	0.00	0.00	0.00	0.00
h. Other	0.00	0.00	0.00	0.00	0.00
i. Total Direct Charges (sum of 6a-6h)	37,752.56	22,700.91	10,000.00	0.00	0.00
j. Indirect Charges	0.00	0.00	0.00	0.00	0.00
k. TOTALS (sum of 6i and 6j)	\$ 37,752.56	\$ 22,700.91	\$ 10,000.00	\$ 0.00	\$ 0.00
7. Program Income	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00

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Prescribed by OMB Circular A-102

BUDGET INFORMATION - Non-Construction Programs

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1.		\$	\$	\$	\$	\$
2.						
3.						
4.						
5. Totals		\$	\$	\$	\$	\$

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1) HS-Perm COLA	(2) HS-ARRA	(3) Quality Improvement	(4)	
a. Personnel	\$ 14,651.00	\$ 8,811.00	\$	\$	\$ 23,462.00
b. Fringe Benefits	2,489.00	1,496.00			3,985.00
c. Travel					
d. Equipment			10,000.00		10,000.00
e. Supplies					
f. Contractual					
g. Construction					
h. Other					
i. Total Direct Charges (sum of 6a-6h)					
j. Indirect Charges					
k. TOTALS (sum of 6i and 6j)	\$ 17,141.00	\$ 10,307.00	\$ 10,000.00	\$	\$ 37,448.00
7. Program Income	\$	\$	\$	\$	\$

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Standard Form 424A (Rev. 7-97)
Prescribed by OMB Circular A-102

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET.
SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

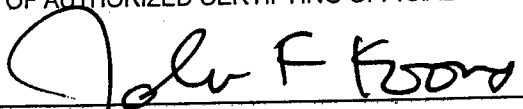
As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY

COUNTY ATTORNEY

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE Chairperson
APPLICANT ORGANIZATION Palm Beach County Board of County Commissioners	DATE SUBMITTED May 13, 2009

PALM BEACH COUNTY HEAD START
COLA and Quality Improvement

Head Start

The table below identifies Palm Beach County's allocations for COLA and Quality Improvements.

Purpose	Head Start	Match	Grant Period
COLA	\$611,397	\$152,850	
• Permanent 3.06%	\$381,811	\$95,453	10/1/2008
• ARRA 1.84%	\$229,586	* \$57,397	7/1/2009 – 6/30/2010
QI	\$707,103	* \$176,776	7/1/2009 – 9/30/2010
Total	\$1,318,500	\$329,626	

*Waiver requested.

Permanent COLA = \$477,264

Federal = \$381,811

Non-Federal Match = \$95,453

Matching funds of \$95,453 will be provided by the Grantee's Board of County Commissioners, Palm Beach County.

Delegates

Florence Fuller CDC	\$ 31,834.59
Hispanic Human Resources Council	53,262.00
Delray Full Service Center	37,752.56
YWCA	<u>17,141.70</u>
	\$139,990.85
Grantee	<u>337,273.15</u>
Total	\$477,264.00

The Delegate Agencies are proposing using their permanent COLA allocations as follows:

FLORENCE FULLER CHILD DEVELOPMENT CENTERS, INC.
(COLA = \$31,834.59)

The Florence Fuller Child Development Centers, Inc. believe that the high quality of care given to the children in their centers directly relates to the high quality of employees it retains. Therefore, the Florence Fuller Child Development Centers, Inc. will use the permanent Head

Start COLA funding (\$31,859.59) to permanently increase the Head Start Staff's base pay by 3.1% and to permanently increase the starting salaries of new employees by 3.1%. They will also use the COLA funds to pay the 3.1% increase in fringe benefits (FICA and Worker's Compensation) which is a reflection of the increase in salaries. The remainder of the Permanent COLA money will be used to help absorb the increase to their Head Start Employees' Health insurance Benefits in order to not pass this increase on to the employees. Their Health Insurance costs rose 10% in 2008 and 5% in 2009.

Base Salary Increase:	\$25,112.26
FICA Increase:	\$ 1,921.09
Worker's Compensation Increase:	\$ 585.61
Employee Medical Increase:	<u>\$ 4,240.63</u>
	\$31,834.59

(See SF 424-A)

HISPANIC HUMAN RESOURCES COUNCIL, INC.
(COLA = \$53,262)

HHRC believes that in order to maintain the highest possible quality of education and care for the children directly relates to the compensation of the teachers and the staff of the Head Start Program. After reviewing the Wage Comparability Study, the agency concluded to increase staff's wages to be in line with those within the community.

It is the intention of the agency to use the Head Start COLA funds to permanently increase the agency staff wages by 3.06%. This amount would equate to \$45,639.

The permanent increase to Fringe Benefits (Employer share of FICA 7.65%) will be \$3,491.

The balance of the COLA funds, \$4,132, will be used to offset the overall increase for worker compensation and employee health insurance (Fringe Benefit section of SF-424A, Section B, #6b).

The total increase to the fringe benefit line is \$7,623.00.

HHRC also requests a waiver as to the match, due to the strain sustained by our agency's operating budget during the economic downturns experienced by the country.

Total: \$53,262

(See SF924-A)

PALM BEACH COUNTY SCHOOL DISTRICT,
DELRAY FULL SERVICE CENTER
(COLA = \$37,752.56)

The School District of Palm Beach County has a set Salary/Fringe Benefit schedule which is adequate to attract and retain qualified staff and is of the average rate of compensation paid in the area where the program is carried out to a substantial number of persons providing substantially comparable services. A wage and comparability report documenting the job classification, hourly rate and salary compensation is included. As a result, Delray Full Service Center Head Start is requesting to use to portion of personnel and fringe for the following purposes:

Head Start Permanent COLA – To absorb increased operational costs to support providing effective program services to the funded enrollment of one hundred eighty-five (185) children, including disabled students and families. This is needed to offset the increased cost of salaries and benefits related to the increased cost of salaries and benefits.

Salaries and fringes	\$ 31,658.27
Supplies	<u>6,094.29</u>
Total	\$ 37,752.56

(See SF424-A)

YOUNG WOMEN'S CHRISTIAN ASSOCIATION
OF PALM BEACH COUNTY, FLORIDA
BUDGET NARRATIVE
(COLA = \$17,141.70)

Salary Amount	\$ 14,651.00
Benefit Amount	\$ 2,489.00

The COLA dollars will be used to increase staff salaries. The agency used a 4.1% rate across the board based on Head Start staff. The initial 3.06% of the COLA would increase teacher aide average salary to \$16,400, however, according to the wage comparability study, the lowest teacher aide salary is \$20,000. The lowest teacher position salary is \$20,888, with the highest of \$31,500, in accordance with the wage comparability study. The YWCA average teacher salary is \$22,165, which is close to the minimum salary range. The average minimum salary for Head Start Director is \$76,398, which is equivalent to the Executive Director and the minimum for the YWCA is \$75,000. The average minimum salary for the Center Director is \$43,935 and the Center Director for the YWCA is \$39,000. The average minimum salary for the Family Services Specialist is \$26,360 and the YWCA minimum for that position is \$25,000. The other positions listed under Head Start are also either below or at the minimum level in comparison with industry. Therefore, the agency applied a higher rate in an attempt to bridge the gap between the agency and those comparable agencies based on the wage comparability study and industry (see attached calculation). The Head Start staff is not 100% allocated to Head Start and the agency has devised a methodology of allocating staff time among the various funding sources. The 4.1% is the rate allocated to the Head Start staff and is based on the pro rata Head Start salary amount. However, the actual rate of increase for each Head Start position could be 4% or less based on total gross salary, with the majority of staff receiving 2% or less. The

benefit is FICA, SUTA, Worker's Comp and Oasis rate as required by federal and state law and is applied to the incremental Head Start salaries.

(See SF424-A)

GRANTEE

The Grantee conducted its most recent Wage Comparability Study in March of 2009. The results indicated that our salaries are comparable to the average rate of compensation paid in the area where our program is carried out to a substantial number of persons providing substantially comparable services. In addition, the Grantee's bargaining unit employees (classroom, transportation, food source, custodial staff) all received a 5% COLA in pay scale effective October 1, 2008. All other non-bargaining unit staff received a 2.6 % COLA applied to the pay scale effective October 1, 2008. As a result, Palm Beach County Head Start is requesting to use its portion of the COLA (\$337,273.15) to pay for higher operating costs as follows:

- **Contracted Providers = \$51,017**

Contracted Providers were granted 3.06% COLA to be applied to increasing their staff salaries and other increases in operating costs.

- **Travel Mileage = \$18,000**

In July 1, 2008, mileage rates increased from 50.5 cents to 58.5 cents per mile. It was later decreased to 55 cents per mile in January 2009.

- **Utilities/Electric = \$67,500**

Our energy provider, Florida Power and Light Company (FPL) increased their rate by at least 15%.

- **Utilities/Waste Disposal = \$23,000**

Utilities/Waste disposal rates increased.

- **Rent Building = \$30,000**

We lease space from the City of Lake Worth from which the Lake Worth Head Start center is operated. There was an increase in the grantee's share of cost.

- **Repair/Maintenance Building = \$104,756.15**

This is an unpredictable cost related to repair of our Head Start facilities. The FY 2009 budget was lower than expected from FY 2008 costs due to reduction in budget. We have had several major repairs this year which justify the additional amount to the FY 2009 budget.

- **Graphics = \$35,000**

Increase is required for annual report, recruitment material in three languages, etc.

- **Licenses & Permits = \$8,000**

Palm Beach County Head Start seeks to keep our centers in status with NAEYC accreditation. There has been a significant increase in the cost for accreditation.

GRANTEE TOTAL = \$337,273.15

DELEGATES TOTAL = \$139,990.85

TOTAL= \$477,264

ARRA COLA
July 1, 2009 – June 30, 2010

ARRA COLA = \$286,983

Federal = \$229,586

Non-Federal Match = \$57,397 (waiver requested)

Waiver Request - *The Grantee is requesting a waiver of the non-federal share match requirement of \$57,397 for reasons as follows:*

As a result of budget constraints, the county imposed mandatory cuts in ad valorem for all departments FY 2009 with further projected decreases for 2010. In FY 2009, Head Start/Early Head Start's ad valorem contribution was reduced by more than \$1 million with projected reduction of \$898,558 for 2010.

Our first budget workshop with the Board of County Commissioners is June 8th. There is considerable uncertainty about whether the Board will be willing to raise the millage to achieve "rollback" (the amount of revenue generated by property tax last year). With the decline in property values, a millage increase is necessary to generate the same amount of revenue.

If the Board is unwilling to raise the millage, we will see many more drastic cuts in department budgets than currently requested. Other community agencies are facing economic hardships and are not in a position to provide match.

Allocation of \$229,586 has been distributed as follows;

Delegates

Florence Fuller CDC	\$ 19,142.39
Hispanic Human Resources Council	\$ 32,026.69
Delray Full Service Center	\$ 22,700.91
YWCA	\$ 10,307.44
	<u>\$ 84,177.43</u>
Grantee	<u>\$145,408.57</u>
TOTAL	\$229,586.00

The Delegate Agencies are proposing using their ARRA COLA (1.84%) as follows:

FLORENCE FULLER CHILD DEVELOPMENT CENTERS, INC.
(ARRA COLA = \$19,142.39)

They will use the ARRA COLA funding (19,142.39) to give a temporary one-year salary increase of 1.8% to their Head Start employees. They will also use the funding to cover the 1.8% increase in FICA and Worker's Compensation. This salary increase will be a line item in their payroll and will start on or about July 1, 2009 and will end one year later on June 30, 2010. They will use the ARRA to offset increased expenses for Mental Health Services for the children and families. This will allow them to increase the hours of service by 65 hours.

Base Salary Increase:	\$ 15,033.34
FICA Increase:	\$ 1,150.05
Worker's Compensation Increase:	\$ 350.57
Mental Health Consultant Increase:	<u>\$ 2,608.43</u>
Total:	\$ 19,142.39

(See SF424-A)

"We are requesting a waiver of the match for both the COLA and the ARRA funding as our budget has been cut this year, due to the economic climate and uncertain revenues. We just do not have the funds to provide match. We feel fortunate in receiving this funding, as it would be very difficult for us to compensate our employees without it." (Florence Fuller's application)

HISPANIC HUMAN RESOURCES COUNCIL
(ARRA COLA = \$32,026.69)

The ARRA Funds of \$32,126.69 will be disbursed to the staff of the agency throughout the period of July 1, 2009 to June 30, 2010.

The total temporary increase to Head Start staff salaries will be \$26,548.

The total temporary increase to Fringe Benefits (FICA) will be \$2,031.

The balance of the ARRA Funds, \$3,548, will be used to offset the overall increase for Worker's Compensation and Employee Health Insurance (Fringe Benefit section of SF-424A, Section B, #6b).

These "Stimulus" funds will be listed separately on the employee's paycheck as ARRA. The employees will be informed in writing that these funds are temporary and will expire on the 30th of June, 2010.

(See SF424-A)

SCHOOL DISTRICT OF PALM BEACH COUNTY
DELRAY FULL SERVICE CENTER (DFSC), HEAD START
(ARRA COLA = \$22,700.91)

Head Start ARRA COLA – DFSC is proposing using their funds to offset the increasing operational costs of providing classroom and staff supplies for the funded enrollment of one hundred eighty-five (185) students, twenty (20) classroom CDA's, four (4) Children Services Facilitators, and one (1) Head Start building level director.

To provide effective trainings, workshops, classroom instruction, display class libraries, and store student materials, the following items will be purchased:

10 Classroom Carpets	\$ 643.61
10 Library Displays	990.00
10 Storage Shelves	1,999.50
02 media Projectors	3,390.00
02 Printers	558.26

To provide a clean and sanitary place to rest and appropriate seating for students, the following items will be purchased:

Replace worn child-size cots (47)	\$ 4,653.00
Purchase child-size chairs (185)	8,732.65
Purchase child-size tables (11)	2,133.89

TOTAL **\$22,700.91**
(See SF424-A)

YOUNG WOMEN'S CHRISTIAN ASSOCIATION
(ARRA COLA = \$10,307)

Salary Amount	\$ 8,811
Benefit Amount	\$ 1,496

The ARRA amount will be used an amount given to staff over a year at the rate of 1.84%. There is an additional amount that will be given to staff based on obtaining required educational achievement. The agency has developed a grid for each achievement level and an associated amount will be given to staff as a one-time educational incentive. (See grid below.)

Educational Incentive Grid

Bachelor	\$500
AA	\$300
24+ credits	\$150
National CDA	\$100
CDA	\$50

Total **\$10,307**

(See SF424-A)

GRANTEE

The Grantee conducted its most recent Wage Comparability Study in March of 2009. The results indicated that our salaries are comparable to the average rate of compensation paid in the area where our program is carried out to a substantial number of persons providing substantially comparable services. In addition, the Grantee bargaining unit employees (classroom, transportation, food source, custodial staff) all received a 5% COLA adjustment effective October 1, 2009. All other non-bargaining unit staff received a 2.6 % COLA effective October 1, 2008. As a result, the Grantee is requesting to use its portion of the ARRA COLA (\$145,408.57) to pay for higher operating costs as follows:

Anti-Bias Classroom Supplies	\$ 8,046.00
Family Literacy Material	21,000.00
Kindergarten Transition Consultants	11,400.00
Transition Workshops for Parents	4,903.25
Hatch Computer Learning Kit (7)	<u>13,697.32</u>
Subtotal	\$ 59,046.57
Outdoor Equipment	<u>86,362.00</u>
TOTAL	<u>\$145,408.57</u>

Total Cost of Classroom Supplies - \$8,046.00

Anti-bias, multi-cultural books for children support the requirements per the Head Start Performance Standards for classroom supplies and materials, 1304,21(a)(b)(c).

	<u>Cost</u>	<u>Quantity</u>
▪ Multi-Cultural Paperback set	\$2,254	65
▪ Anti-Bias	\$1,280	16
▪ Tales of Many Cultures	\$2,368	32
▪ Different Abilities Collection	\$2,144	32

Total Cost of Family Backpacks - \$21,000

❖ Backpacks containing Early Literacy books and supplies will be provided for all 4-year-old children who are transitioning to Kindergarten.

<u>Cost</u>	<u>Quantity</u>
\$35.00	600

Total Cost of Kindergarten Transition Consultants - \$11,400.00

- ❖ Consultants will work at the Grantee and Child Care Provider (19) sites for 20 hours at each site. Total cost is determined by total of hours (380) based on a cost of \$30.00 per hour.

Total Cost of Transition Workshops for Parents - \$4,903.25

- ❖ Transition workshops will be offered for the parents/guardians of 4-year-old children who are transitioning to kindergarten to provide information regarding public school policies and procedures.

❖ **TOTAL - \$59,046.00**

OUTDOOR EQUIPMENT – Outdoor playground equipment must be replaced every 5-6 years and must be repaired as needed. Several of the Head Start centers were cited in the Playground inspection reports completed by the Palm Beach County Facilities Department. All playgrounds must be ADA accessible according to state and local requirements of the Department of Children and Families (DCF). Any equipment that has deficiencies, such as rust or damage to the structure, cracks or tear, is a safety hazard and must be removed and replaced. The centers listed below must meet DCF requirements and be ADA accessible according to the federal, state and local regulations governing children with disabilities. NAEYC accreditation requires age appropriate outdoor equipment to allow opportunities for pre-school children to use their large muscles for swinging, climbing, sliding, riding, balancing and crawling.

We are proposing using a portion of the ARRA COLA to fund sorely needed playground repairs.

JUPITER HEAD START

Description	Estimated Cost (with shipping)	Priority
Surfacing/ADA (west)	\$ 11,000.00	1
Replace Swing Chains and Seats (west)	2,235.00	1
Remove/replace Sandbox (west)	2,950.00	1
Replace decks and panels (west)	3,800.00	1
Install SHADE HS requirements (west)	6,000.00	1
Install Spring Rider (west)	1,030.00	1
Install Balance Beam (west)	1,375.00	1
Freight/Installation/Contingency and Miscellaneous Fees	5,000.00	
Total Cost	\$33,390.00	

RIVIERA BEACH HEAD START

Replace Stand-Alone Slide (west)	\$ 3,625.00	1
Replace Crawl-Through (west)	950.00	1
Replace Swing Chains and Seats (west)	2,235.00	1
Repair Slide on Play Structure (west)	1,030.00	1
Install Decks and Panels (west)	3,800.00	1
Install Balance Beam (west)	1,375.00	1
Install SHADE HS requirements (west)	6,000.00	
Freight/Installation/Contingency and Miscellaneous Fees	4,160.00	
Total Cost	\$23,175.00	

LAKE WORTH HEAD START

Arch Swing Set	\$ 2,215.00	1
Arch Swing add Double Bay	1,425.00	1
Clubhouse with Poly Roof	3,615.00	1
Airplane Spring Rider	1,345.00	1
Install Square Tables	1,700.00	1
Playground Grass	6,132.00	1
Irvine Wood Recovery Total	1,950.00	1
Install Play Shade	6,000.00	1
Freight/Installation/Contingency and Miscellaneous Fees	5,415.00	
Total Cost	\$ 29,797.00	

Outdoor Equipment – Total \$86,362.00

QUALITY IMPROVEMENT

Grant Period: July 1, 2009 – September 30, 2010

Quality Improvement = \$707,103

Federal = \$707,103

Non-Federal Match = \$176,776

Waiver Request - *The Grantee is requesting a waiver of the non-federal share match requirement of \$176,776 for reasons as follows:*

As a result of budget constraints, the county imposed mandatory cuts in ad valorem for all departments FY 2009 with further projected decreases for 2010. In FY 2009, Head Start's/Early Head Start's ad valorem contribution was reduced by more than \$1 million with projected reduction of \$898,558 for 2010.

Our first budget workshop with the Board of County Commissioners is June 8th. There is considerable uncertainty about whether the Board will be willing to raise the millage to achieve "rollback" (the amount of revenue generated by property tax last year). With the decline in property values, a millage increase is necessary to generate the same amount of revenue.

If the Board is unwilling to raise the millage, we will see much many drastic cuts in department budgets than currently requested. Other community agencies are facing economic hardships and are not in a position to provide match.

The amount of \$707,103 will be used as follows:

(5)(A) Amount = \$353,551.50

(5)(A) Not less than 50 percent of the [quality improvement funding] shall be used to improve the compensation (including benefits) of educational personnel, family service workers,

and child counselors, as described in Sections 644(a) and 653, in the manner determined by the Head Start agencies (including Early Head Start agencies) involved, to –

(i) ensure that compensation is adequate to attract and retain qualified staff for the programs involved in order to enhance program quality;

- CAREER LADDER

This proposal is designed to insure that compensation is adequate to attract and retain qualified staff for the program involved to enhance program quality. The Palm Beach County Head Start program is seeking to implement a Career Ladder whereby our teaching staff will be compensated for their credentials, as opposed to their job titles. Currently, Palm Beach County utilizes a pay grade system that is tied directly into the employee's "job title". We have developed a salary schedule which pays attention to the credentials of our staff and not their job title. For example, a non-degreed person who functions as a teacher aide would have their salary increased by moving to the next pay grade, as they achieved an Associate's degree; a staff person with an Associate's degree would move to the next pay grade as they attained 15 additional hours past their degree on the way to their Bachelor's degree. In this way, we can retain our current staff by offering pay grade modifications as they achieve credits toward their next degree or the degree itself. Additionally, it also allows us to stay competitive by being able to offer an attractive compensation package to recruit and retain qualified classroom staff that recognizes academic achievement.

The cost to implement this proposal is \$95,719.00 (see salary schedule below).

PALM BEACH COUNTY PAY RANGE REPORT

Title	Pay Grade	Minimum	Maximum	10-Year Longevity	20-Year Longevity
Non-Degree Teaching Assistant	11	\$ 25,082.72	\$ 39,960.96	\$ 41,959.84	\$ 44,058.50
AS Degree Teacher Level I	13	26, 603.20	42,373.76	44,493.28	46,718.88
AS Degree +15 Credits Teacher Level II	14	27,410.24	43,665.44	45,849.44	48,141.60
AS Degree +30 Credits Teacher Level III	15	28,227.68	44,971.68	47,220.16	49,580.96
AS Degree +45 credits Teacher Level IV	16	29,076.32	46,307.04	48,622.08	51,053.60
Bachelor's degree Teacher Level V	17	29,947.84	47,713.12	50,098.88	52,603.20
Head Teacher	18	30,844.32	49,146.24	51,602.72	54,181.92

TOTAL

\$95,719.00

- Reclassification of Family Services Specialists.

The Head Start program currently employs 24 Family Services Specialists I and II. We are proposing reclassifying them on a pay scale according to their degree credential, thereby creating a consistent job description and job title of Family Services Specialist for staff with a Bachelor of Arts degree. This would result in a pay rate increase for 18 of the Family Services Specialists.

The projected cost is \$84,752.00. This change will result in retention of qualified degreed staff who might otherwise leave the agency.

TOTAL

\$84,752

- Reclassification of Head Teachers

Palm Beach County's Head Start centers differ in size, ranging from 2-10 Head Start classrooms. It is proposed that two levels of Head Teacher positions be established and that Head Teachers in centers with more than six classrooms be compensated at a higher pay grade. Two centers' Head Teacher positions are currently affected. The cost to make this conversion is projected to be \$11,788.50.

Total **\$11,788.50**

(ii) improve staff qualifications and assist with the implementation of career development programs for staff that support ongoing improvement of their skills and expertise; and

Palm Beach County Head Start serves children and families from diverse populations. To help staff to improve their skills and expertise in working with these families, 20 staff persons from among the educational and family service areas will be offered the opportunity to attend a summer course on "Teaching Diverse Populations" at Florida Atlantic University (FAU). Whereas this course will be offered to non-degree seeking students, it will have college credits and be transferrable to a transcript for college credits. The course is \$626.18 per student. Twenty staff persons are projected to take the course at a cost of \$12,524.00.

TOTAL **\$12,524.00**

Staff Development Material

Additional material is needed to assist staff in supporting ongoing improvement of their skills and implementation of early literacy for all children.

- Curriculum 1 guide per class (Grantee, Provider and Delegate sites)
- Guided Learning Kits 2 kits (Grantee and Provider)
- Training All sites

Breakdown of Staff Development Costs

<u>Materials</u>	<u>Cost</u>	<u>Quantity</u>
➤ Literacy Curriculum	\$ 5,280	120
➤ Guided Learning Kit (Listening/Speaking)	\$10,000	20
➤ Guided Learning Kit (Independent Explorations)	\$10,000	20
➤ Training	\$10,000	--
TOTAL	\$35,280	

(iii) provide education and professional development to enable teachers to be fully competent to meet the professional standards established under section 648(a)(1), including--

- (1) providing assistance to complete postsecondary course work;

We propose using funds to provide financial assistance to include tuition, books and fees to help 15 teaching staff towards attaining a BA degree in Early Childhood Education (ECE).

Florida Atlantic University (FAU) recently received approval to offer the Bachelors in ECE degree. There is currently an articulation agreement between Palm Beach Junior College and FAU. We anticipate having 15 teaching staff enrolling into this program. The rates are as follows: Tuition - \$122.06 per credit hour at 3 credits per class = \$366.18; parking fees \$60.00 per semester; picture ID at \$10.00 (one-time fee); and the average book cost per semester at \$200.00 per student. Estimating that staff will enroll in Fall 2009, Winter 2010, Spring 2010 and Summer 2010, the estimated cost per student is as follows:

Tuition	\$ 366.18 (3 credit hours)	8 classes	\$ 2,929.44
Parking	60.00 (per semester)	4 semesters	240.00
Books	200.00 (per semester)	4 semesters	800.00
Photo ID			10.00
Total per Student			\$ 3,979.44
TOTAL	\$ 3,979.44	15 students	\$59,691.60

(II) improving the qualifications and skills of educational personnel to become certified and licensed as bilingual education teachers, or as teachers of English as a second language; and

Advanced Degree Support MS in TESOL - \$20,974

Florida Atlantic University offers the Masters in TESOL degree. There is currently an articulation agreement between Palm Beach Community College and FAU. We anticipate five staff enrolling in this program. The rates are as follows: Tuition - \$270.40 per credit hour at 3 credits per class (\$811.20); parking fees at \$60.00 per semester; picture ID at \$10.00 (one-time fee); with the average book cost per semester at \$175.00 per student. Estimating that staff will enroll in Fall 2009, Winter 2010, Spring 2010 and Summer 2010, the estimated cost per student is as follows:

Tuition	\$811.20 (3 credit hours)	4 semesters	\$ 3,244.80
Parking	60.00) per semester	4 semesters	240.00
Books	175.00 per semester	4 semesters	700.00
Photo ID			10.00
Total per Student			4,194.80
TOTAL	\$4,194.80	5 students	\$ 20,974.00

(III) improving the qualifications and skills of educational personnel to teach and provide services to children with disabilities.

Three (3) of the Grantee's largest state-of-the-art Head Start centers (Riviera Beach, South Bay and West Palm Beach) have the capacity to serve children with more severe or involved disabilities.

To improve the qualifications and skills of teaching staff who work with children with severe/involved disabilities, a staff from these centers will take three college courses in the area of special education. These 9 credits can be applied towards an ECE related or unrelated degree.

The staffing pattern for these classrooms will be one CDA2 (Lead Teacher) in the classroom, a CDA assistant and an On-Call.

The classroom makeup is mixed. Total students are 51 at three centers, with 17 students per classroom, 13 typically developing children and 4 with severe or involved disabilities.

Three teachers per center will be trained, for a total number of staff of 9.

Staff will be required to remain with the program for a minimum of three (3) years. Should staff fail to fulfill these requirements, they will have to pay the county back the amount spent for the ESE classes. Staff will be on a two-year rotational schedule to reduce burnout. Staff will be given a one-time incentive payment of \$500.00 once they have completed and passed the selected courses. Courses must be completed by 2010. Nine hours of ESE classes can be counted towards completing an Associate Degree or higher.

Specialized training will be conducted during In-Service days and/or scheduled dates; the time will be determined.

<u>Courses to be provided by FAU</u>	<u>Course No.</u>	<u>Credits</u>	<u>Book Fees</u>
Typical/Atypical Child Development Birth to Age 8	EEX 3201	3	\$ 90.00

Methods in Early Childhood ESE	EEX 5245	3	90.00
Survey and Assessment in Early Childhood Special Education	EEX 5015	3	65.35

Specialized Training

- Sign Language (two-hour training for nine weeks) – 18 hours total (days for training to be scheduled).
- Autism (full day training)
- Down Syndrome (full day training)
- ADD/ADHD (full day training) N/C
- Working with Visually Impaired Children N/C
- Occupational Therapy (half-day training)

BUDGET

Incentive Pay (one-time)	\$500.00 per teacher (9 teachers)	\$ 4,500.00
Tuitions	\$122.06 per credit	9,887.00
Books	\$245.35 per teacher	2,208.00
Parking Decal	\$20.00 each	180.00
Specialized Training	\$500.00 per teacher	2,500.00
Mileage (Glades staff only)	117.50 miles RT @ \$.55 per mile	10,547.00
Classroom Materials		<u>3,000.00</u>
TOTAL		<u>\$32,822.00</u>
5(B) Total Amount		<u>\$353,551.50</u>

(B) Any remaining funds from the reserved amount described in subparagraph (A) shall be used to carry out any of the following activities:

(i) Supporting staff training, child counseling and other services, necessary to address the challenges of children from immigrant, refugee, and asylee families, homeless children, children in foster care, limited English proficient children, children of

migrant or seasonal farmworker families, children from families in crisis, children referred to Head Start programs (including Early Head Start programs) by child welfare agencies, and children who are exposed to chronic violence or substance abuse.

Palm Beach County Head Start and Early Head Start programs serve children and families from 12 different nationalities and cultures and there are 10 different home languages spoken.

- The Grantee has established a Dual Language Committee in collaboration with other agencies, including the School District, Children's Services Council (ECE Systems Partnership), Literacy Coalition, Palm Beach County Library System, Family Central (the Child Care Resource and Referral Agency), and Redlands Christian Migrant Association (RCMA), among others. The committee is planning a Dual Language Conference (similar to the OHS Dual Language Conference) for Palm Beach County, tentatively scheduled for October 16, 2009, a professional development day for Head Start and the School District. The targeted audience is Head Start/Early Head Start staff (including delegate agencies), child care partner staff, as well as managers, curriculum instructional support and staff from other agencies.
- Tentative Outline of the day:
 - Plenary Session – A call to action (Demographics of Palm Beach County children and families).
 - B. Two Voices from the Field Panels
 - Early Language Learners, children and parents, teachers and other direct service staff who work with Dual Language Learners.

C. Keynote Luncheon Speaker focused on the research and implications for practice.

D. Break Out Sessions (Infant/Toddler, Pre-K to 3rd grade, Adults) focusing on strategies to promote English Language acquisition and promote home language.

E. Round table discussions and synthesis

The event will be cosponsored by several agencies. We are projecting that 300 or more Head Start staff from the grantee and delegate agencies and 200 others will participate at a projected cost of \$50.00 per person (300 x \$50.00 = \$15,000.00 for Head Start).

TOTAL **\$15,000.00**

- Cultural Competency

Palm Beach County Head Start/Early Head Start children and families are from 12 different nationalities and cultures and speak 10 home languages. While there will be cultural competency training for all staff throughout the year, we will also seek to have English speaking staff seek to learn a second language, Spanish or Creole.

Staff will have various options as follows:

- Conversational Spanish classes in cluster format for 24 instructional hours at \$65.00 per person through a private consultant used by the Palm Beach County School District Community Schools. (for 20 staff) \$ 1,300.00
- Conversational Creole classes in cluster format for 24 Instructional hours at \$65.00 per person through a private Consultant used by the Palm Beach County School District Community Schools. (for 20 staff) \$ 1,300.00
- Community Spanish for Everyday at the local Palm Beach Community College continuing education Department at \$96.00 per person for 24 instructional Hours (for 10 persons) 960.00

- Community Creole for Everyday at the local Palm Beach Community College continuing education Department at \$96.00 per person for 24 instructional Hours (for 10 persons) 960.00

TOTAL \$ 4,520.00

(ii) Ensuring that the physical environments of Head Start programs are conducive to providing effective program services to children and families, and are accessible to children with disabilities and other individuals with disabilities.

(A) Each Delegate Agency was directly allocated \$10,000 to be used towards 5(B)(ii), ensuring that the physical environments of Head Start programs are conducive to providing effective program services to children and families and are accessible to children with disabilities and other individuals with disabilities.

The Delegate Agencies will use their allocation as follows:

FLORENCE FULLER CHILD DEVELOPMENT CENTERS, INC.

In an effort to improve the quality care and quality environment in which we provide that care, we wish to submit a proposal for Quality Improvement monies to repair (replace) the flooring in four classrooms at our west location. These floors are in major need of replacement due to years of usage and water damage from an air conditioning unit. In the classrooms with the water damaged floors, the walls and floors of the restroom (adjacent to the air conditioning unit) are also damaged and have been temporarily patched for safety. In order to provide a safe and clean environment conducive to educational and social services provided to our children and families, we feel these repairs are necessary.

Scope of Work: Remove existing floor coverings and replace with vinyl composite tile (color to be specified by FFCDC)

Head Start 3-year-old room A – 955 square feet
 Head Start 3-year-old room B – 955 square feet

Head Start 4-year-old room A – 955 square feet
 Head Start 4-year-old room B – 955 square feet
 Total 3,820 square feet @ 2.00 = \$7,640.00

Refurbish adjoining bathrooms – including remove and replace substandard tiles, door frames and drywall repair

Total = \$2,360.00

Permits: If required, are extra and not included in the price below. Permits will be charged at cost.

TOTAL: \$10,000.00

HISPANIC HUMAN RESOURCES COUNCIL (HHRC, INC.)

Quality Improvement

Ensuring that the physical environment of the Head Start program is conducive to providing effective program services to children and families, HHRC intends to use the Quality Improvement funds of \$10,000 to replace the following:

Slide:

10-foot Wave Slide: \$ 210.00

Rubber Mulch:

Some areas will require replenishing the rubber layer by 2 inches; other playgrounds to install for the first time 4 inches of rubber mulch.

RUBBER MULCH

Playground	Thickness	Area	Square Footage	No. of Pallets	Estimated Price
1	4 inches	36 x 34	1,224	5	\$ 2,078.20
5	4 inches	51 x 25	1,275	5	\$ 2,164.79
6	4 inches	25 x 16	400	2	\$ 679.15
2	2 inches	56 x 37	2,072	9	\$ 2,314.84
3	2 inches	16 x 40	640	3	\$ 720.82
4	2 inches	40 x 41	1,640	7	\$ 1,832.21
Total			7,251		\$ 9,790.00

Total expenditure estimated to be \$10,000.00.

SCHOOL DISTRICT OF PALM BEACH COUNTY,
DELRAY FULL SERVICE CENTER HEAD START

Head Start Quality Improvement Funds – As a result of analyzing the baseline data assessment to improve gross motor skills of the Head Start children, including children with disabilities, Delray Full Service Center is short on these items:

<u>Gross Motor Skill</u>	<u>Item</u>	<u>How Many</u>	<u>Cost</u>
Riding	Tricycle	10	\$ 2,584.40
Throwing	Balls, games	25	4,047.90
Jumping/hopping	Hop Scotch	15	1,974.30
Push/pull	Cords/ropes	10	495.60
Circling	Hoops	10	668.80
Balancing	Obstacle course	02	629.00
TOTAL			\$10,000.00

YOUNG WOMEN'S CHRISTIAN ASSOCIATION

Playground Equipment and Installation - \$10,000.00

The Quality Improvement amount will be used for the purchase and installation of an All-Out Clever Climber, which is playground equipment that is a mind and body align in unique outdoor learning opportunities for ages 3-5. The playground equipment to be purchased has two slides, a Performance Playhouse for dramatic play opportunities, rock climber ("Mount Climbmore") and many play panels to encourage social interaction and learning through play. No rise is greater than 6 inches, perfect for little legs. It has been determined that the equipment to be acquired provides effective program service for the children and is ADA compliant. There is currently a piece of playground equipment at the Royal Palm Beach location that needs replacing. The funding will be used to replace the existing unit with the equipment stated and other outdoor equipment will be added from other funding sources to improve the entire playground area.

The All-Out Clever Climber Cost	\$ 7,000.00
Installation Cost (approximate/includes certificate of safety)	\$ 4,000.00
TOTAL	\$11,000.00

Grantee

Playground replacement and equipment

PALM GLADES HEAD START

Description of Repair/Equipment	Estimated Cost
Replace Swing Chains and Seats	\$ 2,235
Surfacing/ADA	10,000
Install SHADE HS requirements	6,000
Remove/Replace sandbox	2,950
Repair Play structure	7,900
Total	\$ 29,085

PAHOKEE HEAD START

Description of Repair/Equipment	Estimated Cost
Replace Drop shot	\$ 1,350
Replace Swing Chains and Seats	2,235
Replace 3 panels on equipment	3,090
Replace "bridge" on play structure	2,100
Replace/build up step on equipment per ADA requirements	700
Total	\$ 9,475

WESTGATE HEAD START

Description of Repair/Equipment	Estimated Cost
Swing Chains and Seats	\$ 1,425
Replace/repair Spring Mate	1,500
Provide mat for under tunnel slide	200
Replace sandbox	2,950
Install climber and balance beam	4,375
Install SHADE HS requirements	6,000
Surfacing/ADA	10,000
Total	\$ 16,450

SOUTH BAY HEAD START

Description of Repair/Equipment	Estimated Cost
Remove/replace Spring Mates (2)	\$ 2,060
Replace sandbox	2,950
Replace panels and decks on play structure	4,030
Total	\$ 9,040

Funds will be used as follows:

Palm Glades Head Start Center	\$ 19,375.00
Pahokee Head Start Center	\$ 9,475.00
Westgate Head Start Center	\$ 16,450.00
South Bay Head Start Center	\$ 9,040.00
Riviera Beach Head Start Center	\$ 19,375.00

TOTAL **\$ 83,425.00**

CCTV upgrades at Delray Head Start, South Bay Hattie Fields and West Palm Beach Head Start

Centers

All 10 Head Start centers are equipped with CCTV. We have come to rely on them for added security, discouraging the use of inappropriate discipline and verifying reports of inappropriate discipline to support disciplinary action or termination as indicated. Upgrades are needed in three of our centers.

Justification for Upgrades

Currently the Delray Beach Center is the only site that has one camera per classroom. This prevents the complete close circuit coverage of the entire classroom area. The addition of a second camera, located opposite of the existing camera, will allow full coverage of the entire classroom. Previous incidents at other sites have proven that full coverage in our classrooms is invaluable when monitoring and reviewing recorded information.

Additional close circuit coverage is needed for the parking areas at the Delray Beach and South Bay Centers. Currently there is no coverage for the parking lots at either of these centers.

The South Bay Center also needs cameras mounted to cover the exterior area for two of the exit doors.

Expansion at the West Palm Beach Center will require the installation of six additional cameras for three (3) Head Start classrooms and one (1) camera for exterior coverage of the kitchen exit door.

Project Specifics

I. Equipment

CCTV Cameras	Delray Beach	(7)
	South Bay	(4)
	West Palm Beach	(7)

Estimated Cost (18 cameras @ \$1,800 each) \$32,400.00

Cable \$ 2,000.00

Mounting Hardware Brackets
(Miscellaneous power supplies, enclosures, batteries, relays, etc.) \$ 1,500.00

Equipment Estimated Subtotal \$35,900.00

II. Labor

Labor Estimated Total \$27,000.00

III. Other Items

Permits \$ 600.00

Contingency \$ 3,000.00

Other Items Estimated Subtotal \$ 3,600.00

Project Estimated Cost \$66,500.00

- Minor renovation of space at the Jupiter Center to ensure that there is a therapy room to more effectively serve children with disabilities.

Projected Cost \$5,292.00

(iii) Employing additional qualified classroom staff to reduce the child-to-teacher ratio in the classroom and additional qualified family service workers to reduce the family-to-staff ratio for those workers.

N/A

(iv) Ensuring that Head Start programs have qualified staff that promote the language skills and literacy growth of children and that provide children with a variety of skills that have been identified, through scientifically based reading research, as predictive of later reading achievement.

Literacy or reading coaches will spend 10 hours in each Head Start classroom observing, coaching, modeling, teaching and problem solving with staff to transform their practices to scientifically based reading instruction. This was determined to be necessary as some of our centers performed poorly in the areas of phonological awareness on the Kindergarten Readiness Screener.

110 classrooms x 10 hours x \$30.00 per hour =	\$33,000.00
8 hours in-service x 25 centers x \$30.00 per hour =	\$ 6,000.00
Total	<u>\$39,000.00</u>

(v) N/A

(vi) Improving communitywide strategic planning and needs assessments for Head Start programs and collaboration efforts for such programs, including outreach to children described in clause (i).

Justification

Given the demographic changes in Palm Beach County and the economic shifts in the workforce and housing markets, it is requested that we also shift in our process to improve upon our current community assessment process to factor in these issues. Therefore, it is

recommended that we engage in combining the community strategic process with the needs assessment process and recruit a local facilitator to assist in coordinating this process. Representative from agencies that serve the children populations cited in the overview will be invited to participate as well as family members of these groups to gain a stronger perspective and insight into strategic ways to identify and address their education, health and social service needs. These improvements are not expected to exceed \$26,000, as these funds will be leveraged with the resources of other partnering agencies in building stronger collaboration and partnerships; with will serve as a win-win for all involved parties.

Additionally, the proposed communitywide strategic planning and needs assessment is envisioned to be an interactive process that will engage families, partners and the community utilizing interactive technology as a communication and data collection instrument. It is proposed that an additional \$7,500 be allocated to improve the Head Start website to include information that will engage families to share information, feedback and allow the program to update them on various program components, progress and new initiatives.

Therefore, to improve the communitywide strategic planning and needs assessment for the Head Start program, it is requested that the following funding be allocated to achieve this goal:

- **\$25,996.50** – to improve the communitywide strategic planning and needs assessment process by engaging a variety of community partners that serve children of migrant, immigrant and high-risk families and programs. These funds will be used to hire local consultants/trainers to assist Head Start staff to plan, coordinate, facilitate workshops, focus groups and other activities to gain valuable community information to identify and address eligible Head Start children and their families needs along with the development

of a final document that the leadership of partnering agencies can use to effectively manage their programs to meet the identified needs strategically and collaboratively.

- **\$7,500.00** – will be used to improve and enhance the Head Start program website to make it interactive and a strong resource of information and communication to better serve our families and engage the community in problem-solving and supporting Head Start initiatives. Funds will be used to provide designated Head Start and ISS staff with website and content development training, software purchases/licensing and other website development and maintenance services.

Total amount requested **\$33,996.50**

(vii) Transporting children in Head Start programs safely, except that not more than 10 percent of funds made available to carry out this paragraph may be used for such purposes.

Our Community Assessment data indicates that transportation services are needed by the Head Start eligible families. Palm Beach County operates 10 Head Start centers, of which 4 are large centers requiring two transportation routes to ensure that children get to school and to facilitate field trips. We are proposing to hire 2 half-time bus drivers and 2 half-time bus riders to safely transport children to and from the Head Start centers and for field trips for the two largest centers. The program already has enough buses in the fleet.

Cost **\$ 64,110.00**

SUMMARY

HEAD START

COLA = \$477,264

October 1, 2008

Federal	\$ 381,811.00	Non-Federal	\$ 95,453.00
<u>Delegates</u>		<u>\$ 139,990.85</u>	
Florence Fuller		\$ 31,834.59	
Hispanic Human Resources Council		\$ 53,262.00	
Delray Full Service Center		\$ 37,752.56	
YWCA		<u>\$ 17,141.70</u>	
Total			\$139,990.85
<u>Grantee</u>		<u>\$337,273.15</u>	
Contracted Agencies		\$ 51,017.00	
Travel Mileage		\$ 18,000.00	
Utilities		\$ 67,500.00	
Utilities/Waste Disposal		\$ 23,000.00	
Rent Building		\$ 30,000.00	
Repair/Maintenance Building		\$ 104,756.15	
Graphics		\$ 35,000.00	
Licenses and Permits		<u>\$ 8,000.00</u>	
Total			\$337,273.15
GRAND TOTAL			\$477,264.00

ARRA COLA

July 1, 2009 – June 30, 2010

Federal	\$229,586	Non-Federal – Waiver Request	
<u>Delegates</u>			
Florence Fuller		\$ 19,142.39	
Hispanic Human Resources Council		\$ 32,026.69	
Delray Full Service Center		\$ 22,700.91	
YWCA		<u>\$ 10,307.44</u>	
Total			\$ 84,177.43
<u>Grantee</u>		\$145,408.57	
Total		\$229,586.00	
<u>Grantee</u>		<u>\$145,408.57</u>	
Anti-bias classroom supplies		\$ 8,046.00	
Family Literary Materials		\$ 21,000.00	
(Transition) Kindergarten Consultants		\$ 11,400.00	
Transition <u>Workshops for parents</u>		\$ 4,903.25	
Hatch Computer Learning Kit		\$ 13,697.32	
Outdoor Equipment		<u>\$ 86,362.00</u>	
Total			\$145,408.57
GRAND TOTAL			\$229,586.00

QUALITY IMPROVEMENT

July 1, 2009 – September 2010

Federal = \$707,103

Non-Federal - Waiver Request

5A(i) Retention of qualified staff to enhance program quality

Educational Staff Career Ladder	\$ 95,719.00
Family Services Specialists Reclassification	\$ 84,752.00
Head Teachers Reclassification	<u>\$ 11,788.50</u>
	\$192,259.50

(ii) Improve staff qualifications, career development plan and support for ongoing improvement of skills and expertise.

FAU Summer Course: Teaching Diverse Populations	\$ 12,524.00
Educational Staff Development Material and Training	<u>\$ 35,280.00</u>
	\$ 47,804.00

(iii) Education and professional development to be fully competent.

(1) Assistance to complete post-secondary course work.

Tuition and Fees/BA-ECE	\$ 59,692.00
Tuition and Fees/MS-TESOL	<u>\$ 20,974.00</u>
	\$ 80,666.00

(III) Improving the qualifications and skills of educational personnel to teach and provide services to children with disabilities.

9 credits in ESE for 9 staff at FAU	\$ 32,822.00
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5B(i) Support staff training – necessary to address the challenges of limited English proficient children.

Palm Beach Dual Language Conference	\$ 15,000.00	
Spanish and Creole classes for English Language speaking staff	<u>\$ 4,520.00</u>	
		\$ 19,520.00

(ii) Physical environments conducive to provision of effective program services.

Playgrounds	\$ 83,425.00	
CCTV	\$ 66,500.00	
Minor renovations for Speech Room	<u>\$ 5,292.00</u>	
		\$155,217.00

(iv) Staff skills to promote language skills and literacy growth.

Literacy Coaches		\$ 39,000.00
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(v) Community-wide strategic planning, collaboration and outreach.

Community Strategic Planning and Website Development		\$ 33,496.50
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(vii) Transportation of children

Delegates		\$ 40,000.00
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The delegates will be awarded \$40,000.00 towards playground and facilities repair.

GRAND TOTAL		\$707,103.00
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BUDGET INFORMATION - Non-Construction Programs

OMB Approval No. 0348-0044

SECTION A - BUDGET SUMMARY						
Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1.		\$	\$	\$	\$	\$ 0.00
2.						0.00
3.						0.00
4.						0.00
5. Totals		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
SECTION B - BUDGET CATEGORIES						
6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)	
	(1) EHS Perm COLA	(2) EHS ARRA COLA	(3) EHS QI Funds			
a. Personnel	\$ 0.00	\$ 0.00	\$ 68,769.10	\$	\$ 68,769.10	
b. Fringe Benefits	0.00	0.00	22,067.90		22,067.90	
c. Travel	0.00	0.00	0.00		0.00	
d. Equipment	0.00	30,904.00	0.00		30,904.00	
e. Supplies	22,978.00	0.00	0.00		22,978.00	
f. Contractual	30,266.00	0.00	6,438.00		36,704.00	
g. Construction	0.00	0.00	0.00		0.00	
h. Other	11,000.00	0.00	0.00		11,000.00	
i. Total Direct Charges (sum of 6a-6h)	64,244.00	30,904.00	97,275.00	0.00	192,423.00	
j. Indirect Charges					0.00	
k. TOTALS (sum of 6i and 6j)	\$ 64,244.00	\$ 30,904.00	\$ 97,275.00	\$ 0.00	\$ 192,423.00	
7. Program Income	\$	\$	\$	\$	\$ 0.00	

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Standard Form 424A (Rev. 7-97)
Prescribed by OMB Circular A-102

**Palm Beach County Early Head Start
FY2009**

Object	Type	Program	Description	COLA	ARRA COLA	QI	TOTAL
1201	PA	EH10	Salaries & Wages Reg.	0.00	0.00	68,769.10	68,769.10
1301	PA	EH10	Salary & Wages Non FRS	0.00	0.00	0.00	0.00
2101	PA	EH11	Fica-Taxes	0.00	0.00	4,263.68	4,263.68
2105	PA	EH11	Fica-Medicare	0.00	0.00	997.15	997.15
2201	PA	EH11	Retirement Contributions	0.00	0.00	7,707.07	7,707.07
2301	PA	EH11	Insurance Life & Health	0.00	0.00	9,100.00	9,100.00
3401	OA	EH16	Other Contracts	30,266.00	0.00	0.00	30,266.00
3421	OA	EH16	Contract Training	0.00	0.00	6,438.00	6,438.00
4007	OA	EH20	Travel Mileage	5,000.00	0.00	0.00	5,000.00
4610	OA	EH20	Repair/Maint Buildings	5,000.00	0.00	0.00	5,000.00
4909	OA	EH20	Licenses & Permits	1,000.00	0.00	0.00	1,000.00
5201	OA	EH20	Materials Supplies Operating	22,978.00	0.00	0.00	22,978.00
OA Total	0			64,244.00	0.00	97,275.00	161,519.00
6401	CA	EH14	Machinery & Equipment	0.00	30,904.00	0.00	30,904.00
6405	CA	EH14	Data Processing Equipment	0.00	0.00	0.00	0.00
CA Total	0			0.00	30,904.00	0.00	30,904.00
Grand Total	0			64,244.00	30,904.00	97,275.00	192,423.00

Federal Award Total	51395	30904	97275	179,574.00
Match	12849	0	0	12,849.00
TOTAL AWARD	64244	30904	97275	192423
Difference	0.00	0.00	0.00	

**Palm Beach County Early Head Start
FY2009**

Object	Type	Program	Description	Total COLA	Federal	Non- Federal
1201	PA	EH10	Salaries & Wages Reg.	0.00	0.00	0.00
1301	PA	EH10	Salary & Wages Non FRS	0.00	0.00	0.00
2101	PA	EH11	Fica-Taxes	0.00	0.00	0.00
2105	PA	EH11	Fica-Medicare	0.00	0.00	0.00
2201	PA	EH11	Retirement Contributions	0.00	0.00	0.00
2301	PA	EH11	Insurance Life & Health	0.00	0.00	0.00
3401	OA	EH16	Other Contracts	30,266.00	24,212.80	6,053.20
3421	OA	EH16	Contract Training	0.00	0.00	0.00
4007	OA	EH20	Travel Mileage	5,000.00	4,000.00	1,000.00
4610	OA	EH20	Repair/Maint Buildings	5,000.00	4,000.00	1,000.00
4909	OA	EH20	Licenses & Permits	1,000.00	800.00	200.00
5201	OA	EH20	Materials Supplies Operating	22,978.00	18,382.40	4,595.60
OA Total				64,244.00	51,395.20	12,848.80
6401	CA	EH14	Machinery & Equipment	0.00	0.00	0.00
6405	CA	EH14	Data Processing Equipment	0.00	0.00	0.00
CA Total				0.00	0.00	0.00
Grand Total				64,244.00	51,395.20	12,848.80

Object	Type	Program	Description	Total ARRA COLA	Federal	Non- Federal
1201	PA	EH10	Salaries & Wages Reg.	0.00	0.00	0.00
1301	PA	EH10	Salary & Wages Non FRS	0.00	0.00	0.00
2101	PA	EH11	Fica-Taxes	0.00	0.00	0.00
2105	PA	EH11	Fica-Medicare	0.00	0.00	0.00
2201	PA	EH11	Retirement Contributions	0.00	0.00	0.00
2301	PA	EH11	Insurance Life & Health	0.00	0.00	0.00
3401	OA	EH16	Other Contracts	0.00	0.00	0.00
3421	OA	EH16	Contract Training	0.00	0.00	0.00
4007	OA	EH20	Travel Mileage	0.00	0.00	0.00
4610	OA	EH20	Repair/Maint Buildings	0.00	0.00	0.00
4909	OA	EH20	Licenses & Permits	0.00	0.00	0.00
5201	OA	EH20	Materials Supplies Operating	0.00	0.00	0.00
OA Total				0.00	0.00	0.00
6401	CA	EH14	Machinery & Equipment	30,904.00	30,904.00	0.00
6405	CA	EH14	Data Processing Equipment	0.00	0.00	0.00
CA Total				30,904.00	30,904.00	0.00
Grand Total				30,904.00	30,904.00	0.00

Object	Type	Program	Description	Total QI	Federal	Non- Federal
1201	PA	EH10	Salaries & Wages Reg.	68,769.10	68,769.10	0.00
1301	PA	EH10	Salary & Wages Non FRS	0.00	0.00	0.00
2101	PA	EH11	Fica-Taxes	4,263.68	4,263.68	0.00
2105	PA	EH11	Fica-Medicare	997.15	997.15	0.00
2201	PA	EH11	Retirement Contributions	7,707.07	7,707.07	0.00
2301	PA	EH11	Insurance Life & Health	9,100.00	9,100.00	0.00
3401	OA	EH16	Other Contracts	0.00	0.00	0.00
3421	OA	EH16	Contract Training	6,438.00	6,438.00	0.00
4007	OA	EH20	Travel Mileage	0.00	0.00	0.00
4610	OA	EH20	Repair/Maint Buildings	0.00	0.00	0.00
4909	OA	EH20	Licenses & Permits	0.00	0.00	0.00
5201	OA	EH20	Materials Supplies Operating	0.00	0.00	0.00
OA Total				97,275.00	97,275.00	0.00
6401	CA	EH14	Machinery & Equipment	0.00	0.00	0.00
6405	CA	EH14	Data Processing Equipment	0.00	0.00	0.00
CA Total				0.00	0.00	0.00
Grand Total				97,275.00	97,275.00	0.00

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

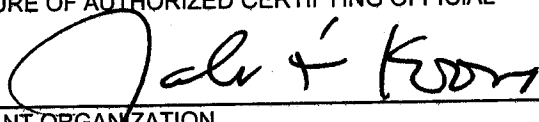
1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Offense and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).

12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY


COUNTY ATTORNEY

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE Chairperson
APPLICANT ORGANIZATION Palm Beach County Board of County Commissioners	DATE SUBMITTED May 13, 2009

PALM BEACH COUNTY EARLY HEAD START
COLA and Quality Improvement

Early Head Start

The table below identifies Palm Beach County's allocations for COLA and QI funds Early Head Start.

Purpose	Early Head Start	Match	Grant Period
COLA	\$82,299	\$20,575	
• Permanent 3.06%	\$51,395	12,849	10/1/2008
• ARRA 1.84%	\$30,904	* \$7,726	7/1/2009 – 6/30/2010
QI	\$97,275	* \$24,319	7/1/09 – 9/30/2010
Total	\$179,574	\$44,894	

*Waiver requested.

Permanent COLA = \$64,244

Federal = \$51,395

Non-Federal Match = \$12,849

Matching funds of \$12,849 will be provided by the Grantee's Board of County Commissioners, Palm Beach County.

GRANTEE

The Grantee conducted its most recent Wage Comparability Study in March of 2009. The results indicated that our salaries are comparable to the average rate of compensation paid in the area where our program is carried out to a substantial number of persons providing substantially comparable services. In addition, the Grantee's bargaining unit employees (classroom, transportation, food source, custodial staff) all received a 5% COLA in pay scale effective October 1, 2008. All other non-bargaining unit staff received a 2.6 % COLA applied to the pay scale effective October 1, 2008. As a result, Palm Beach County Head Start is requesting to use its portion of the COLA to pay for higher operating costs as follows:

- **Contracted Providers = \$30,266**

Contracted Providers were granted 3.06% COLA to be applied to increasing their staff salaries and other increases in operating costs.

- **Travel Mileage = \$5,000**

In July 1, 2008, mileage rates increased from 50.5 cents to 58.5 cents per mile. It was later decreased to 55 cents per mile in January 2009.

- **Repair/Maintenance Building = \$5,000**

This is an unpredictable cost related to repair of Early Head Start facilities. The FY 2009 budget was lower than expected from FY 2008 costs due to reduction in budget. We have had several major repairs this year which justify the additional amount to the FY 2009 budget.

- **Materials/Supplies Operating = \$22,978**

Increasing cost for diapers, baby wipes, cots and blankets.

- **Licenses & Permits = \$1,000**

We seek to keep our centers in status with NAEYC accreditation. There has been a significant increase in the cost for accreditation.

TOTAL = \$64,244

ARRA COLA
July 1, 2009 – June 30, 2010

ARRA COLA = \$30,904

Current period 7/1/2009 – 6/30/2010

Federal = \$30,904 Non-Federal Match = \$7,776

Waiver Request - *The Grantee is requesting a waiver of the non-federal share match requirement of \$7,776 for reasons as follows:*

As a result of budget constraints, the county imposed mandatory cuts in ad valorem for all departments FY 2009 with further projected decreases for 2010. In FY 2009, Head Start/Early Head Start's ad valorem contribution was reduced by more than \$1 million with projected reduction of \$898,558 for 2010.

Our first budget workshop with the Board of County Commissioners is June 8th. There is considerable uncertainty about whether the Board will be willing to raise the millage to achieve "rollback" (the amount of revenue generated by property tax last year). With the decline in property values, a millage increase is necessary to generate the same amount of revenue.

If the Board is unwilling to raise the millage, we will see many more drastic cuts in department budgets than currently requested. Other community agencies are facing economic hardships and are not in a position to provide match.

The amount of \$30,904 will be authorized as follows:

Palm Beach County Early Head Start requires each enrollee to submit a complete physical at enrollment. In addition, Early Head Start children are recommended to follow the EPSDT schedule for well baby examinations until age 2. Often the physicians do not conduct vision and hearing screening for infants and toddlers. However, we have staff who are certified

to conduct vision and hearing screening and train other staff in this process. We are proposing to purchase two vision and three hearing screening machines to conduct vision and hearing screening for the Early Head Start children. The cost of the hearing screening machine is \$5,795.00 each, for a subtotal of \$17,385.00. The cost of the portable vision screening machine is \$6,759.50 each, for a subtotal of \$13,519. The total cost of the equipment is **\$30,904**.

QUALITY IMPROVEMENT

Grant Period: July 1, 2009 – September 30, 2010

Quality Improvement = \$97,275

Federal = \$97,275

Non-Federal Match = \$24,319

The Grantee is requesting a waiver of the non-federal share match requirement of \$24,319 for reasons as follows:

Waiver Request - *The Grantee is requesting a waiver of the non-federal share match requirement of \$24,319 for reasons as follows:*

As a result of budget constraints, the county imposed mandatory cuts in ad valorem for all departments FY 2009 with further projected decreases for 2010. In FY 2009, Head Start/Early Head Start's ad valorem contribution was reduced by more than \$1 million with projected reduction of \$898,558 for 2010.

Our first budget workshop with the Board of County Commissioners is June 8th. There is considerable uncertainty about whether the Board will be willing to raise the millage to achieve "rollback" (the amount of revenue generated by property tax last year). With the decline in property values, a millage increase is necessary to generate the same amount of revenue.

If the Board is unwilling to raise the millage, we will see many more drastic cuts in department budgets than currently requested. Other community agencies are facing economic hardships and are not in a position to provide match.

The amount of \$97,275 will be used as follows:

(5)(A) Not less than 50 percent of the [quality improvement funding] shall be used to improve the compensation (including benefits) of educational personnel, family service workers, and child counselors, as described in Sections 644(a) and 653, in the manner determined by the Head Start agencies (including Early Head Start agencies) involved, to –

(i) ensure that compensation is adequate to attract and retain qualified staff for the programs involved in order to enhance program quality;

- **CAREER LADDER**

This proposal is designed to insure that compensation is adequate to attract and retain qualified staff for the program involved to enhance program quality. The Palm Beach County Early Head Start program is seeking to implement a Career Ladder whereby our teaching staff will be compensated for their credentials, as opposed to their job titles. Currently, Palm Beach County utilizes a pay grade system that is tied directly into the employee's "job title". We have developed a salary schedule which pays attention to the credentials of our staff and not their job title. For example, a non-degreed person who functions as a teacher aide would have their salary increased by moving to the next pay grade, as they achieved an Associate's degree; a staff person with an Associate's degree would move to the next pay grade as they attained 15 additional hours past their degree on the way to their Bachelor's degree, and in increments of 15 hours until they achieve their Bachelor's degree. In this way, we can retain our current staff by offering pay grade modifications as they achieve credits toward their next degree or the degree itself. Additionally, it also allows us to stay competitive by being able to offer an attractive compensation package to recruit and retain qualified classroom staff that recognizes academic achievement.

The cost to implement this proposal is \$25,953 (see salary schedule below).

PALM BEACH COUNTY PAY RANGE REPORT

Title	Pay Grade	Minimum	Maximum	10-Year Longevity	20-Year Longevity
Non-Degree Teaching Assistant	11	\$ 25,082.72	\$ 39,960.96	\$ 41,959.84	\$ 44,058.50
AS Degree Teacher Level I	13	26, 603.20	42,373.76	44,493.28	46,718.88
AS Degree +15 Credits Teacher Level II	14	27,410.24	43,665.44	45,849.44	48,141.60
AS Degree +30 Credits Teacher Level III	15	28,227.68	44,971.68	47,220.16	49,580.96
AS Degree +45 Credits Teacher Level IV	16	29,076.32	46,307.04	48,622.08	51,053.60
Bachelor's Degree Teacher Level V	17	29,947.84	47,713.12	50,098.88	52,603.20
Head Teacher	18	30,844.32	49,146.24	51,602.72	54,181.92

TOTAL

\$25,953

- **Early Head Start Supervisor**

The Early Head Start program operates three (3) options: center-based, family child care and home-based. There are also three (3) grantee operated sites, four (4) contracted provider sites, and four (4) family child care homes. To ensure consistency of quality targeted oversight, intense ongoing monitoring and follow-up, a supervisor who dedicates 100% of time to these functions is necessary. A person in this position is at a pay grade 32, and salary range is \$46,681 to \$74,343. Total cost for this position (10/1/2009 – 9/30/2010) = \$64,884.00.

(II) improving the qualifications and skills of educational personnel to become certified and licensed as bilingual education teachers, or as teachers of English as a second language; and

N/A

(III) improving the qualifications and skills of educational personnel to teach and provide services to children with disabilities.

N/A

5B Total Amount

\$6,438

(B) Any remaining funds from the reserved amount described in subparagraph (A) shall be used to carry out any of the following activities:

(1) Supporting staff training, child counseling and other services, necessary to address the challenges of children from immigrant, refugee, and asylee families, homeless children, children in foster care, limited English proficient children, children of migrant or seasonal farmworker families, children from families in crisis, children referred to Head Start programs (including Early Head Start programs) by child welfare agencies, and children who are exposed to chronic violence or substance abuse.

Cultural Competency

Palm Beach County Head Start/Early Head Start children and families are from 12 different nationalities and cultures and speak 10 home languages. While there will be cultural competency training for all staff throughout the year, we will also seek to have English speaking staff seek to learn a second language, Spanish or Creole.

Staff will have various options, as follows:

- Conversational Spanish classes in cluster format for 24 instructional hours at \$65.00 per person through a private \$ 780.00

consultant used by the Palm Beach County School District
Community Schools. (for 12 staff)

- Conversational Creole classes in cluster format for 24 instructional hours at \$65.00 per person through a private Consultant used by the Palm Beach County School District Community Schools. (for 12 staff) \$ 780.00
- Community Spanish for Everyday at the local Palm Beach Community College continuing education Department at \$96.00 per person for 24 instructional Hours (for 12 persons) 1,152.00
- Community Creole for Everyday at the local Palm Beach Community College continuing education Department at \$96.00 per person for 24 instructional Hours (for 12 persons) 1,152.00

TOTAL \$ 3,864.00

Dual Language Conference

Palm Beach County Head Start and Early Head Start programs serve children and families from 12 different nationalities and cultures and there are 10 different home languages spoken.

- The Grantee has established a Dual Language Committee in collaboration with other agencies, including the School District, Children's Services Council (ECE Systems Partnership), Literacy Coalition, Palm Beach County Library System, Family Central (the Child Care Resource and Referral Agency), and Redlands Christian Migrant Association (RCMA), among others. The committee is planning a Dual Language Conference (similar to the OHS Dual Language Conference) for Palm Beach County, tentatively scheduled for October 16, 2009, a professional development day for Head Start and the School District. The targeted audience is Head Start/Early Head Start staff (including

delegate agencies), child care partner staff, as well as managers, curriculum instructional support and staff from other agencies.

- Tentative Outline of the day:

Plenary Session – A call to action (Demographics of Palm Beach County children and families).

B. Two Voices from the Field Panels

Early Language Learners, children and parents, teachers and other direct service staff who work with Dual Language Learners.

C. Keynote Luncheon Speaker focused on the research and implications for practice.

D. Break Out Sessions (Infant/Toddler, Pre-K to 3rd grade, Adults) focusing on strategies to promote English Language acquisition and promote home language.

E. Round table discussions and synthesis

The event will be cosponsored by several agencies. We are projecting that 50+ or more Early Head Start staff from the grantee and child care partner agencies will participate at a projected cost of \$50.00 per person.

TOTAL

\$2,574.00

SUMMARY

Early Head Start

COLA = \$64,244

Federal \$51,395 Non-Federal \$12,849

Grantee

Contracted Providers \$30,266

Travel Mileage \$5,000

Repair/Maintenance Building \$5,000

Materials/Supplies Operating \$22,978

Licenses & Permits \$1,000

\$64,244

ARRA COLA = \$30,904

July 1, 2009 – June 30, 2010

Federal = \$30,900 Non-Federal = \$7,726
(Waiver requested)

Hearing & Vision Screening Machines = \$30,904

Quality Improvement

July 1, 2009 – September 30, 2010

Federal = \$97,275 Non-Federal = \$24,319
(Waiver requested)

5A (i) Retention of qualified staff to enhance program quality.

Educational Staff Career Ladder \$25,953
Early Head Start Supervisor \$64,884
\$90,837

(B) (i) Staff training to deal with challenges of Limited English proficient children

Spanish and Creole classes \$ 3,864
For English speaking staff
Dual Language Conference \$ 2,574
\$ 6,438
Total \$97,275