

CITY OF OAKLAND
AGENDA REPORT

FILED
OFFICE OF THE CITY CLERK
OAKLAND

2009 APR 30 PM 8:04

TO: Office of the City Administrator
ATTN: Dan Lindheim
FROM: Department of Human Services
DATE: May 12, 2009

RE: Resolution Authorizing The City Administrator, On Behalf Of The City Of Oakland, To Apply For, Accept, And Appropriate Head Start Basic, Head Start Training And Technical Assistance, Early Head Start Basic, And Early Head Start Training And Technical Assistance Grants For Program Year 2009-10 From The U.S. Department Of Health And Human Services, Administration For Children And Families (DHHS/ACF) In The Estimated Amount Of \$14,744,177, And Authorizing A Grant Agreement With The Unity Council For The Estimated Amount Of \$4,709,349 To Fund Child Development Services In Accord With Said Grants

SUMMARY

Staff requests that the City Council approve a Resolution authorizing the City Administrator to apply for, accept and appropriate Head Start Basic, Head Start Training and Technical Assistance, Early Head Start Basic, and Early Head Start Training and Technical Assistance Grants from the U.S. Department of Health and Human Services, Administration for Children and Families (DHHS/ACF) in an estimated amount of \$14,744,177, and to authorize a grant agreement with the Unity Council for an estimated amount of \$4,709,349 and to approve the program planning, shared decision making and internal dispute resolution policies of the City of Oakland's Head Start Program.

If approved, the Head Start Program will continue providing, either directly or through its grant agreement with the Unity Council, Head Start and Early Head Start services to 1,574 children and their families in Oakland during the program year that extends from September 1, 2009 through August 31, 2010.

FISCAL IMPACT

Head Start grant for program year 2009-2010, beginning September 2009, in the estimated amount of \$14,744,177 will be appropriated to the Department of Health & Human Services Fund (2128), Head Start Organization (78231), and Head Start Project (G358010).

The City's FY 2009-11 Adopted Budget includes \$14,744,177 in appropriations and revenues for FY 2009-10 for Head Start and Early Head Start. Federal grant regulations require a local match

Item: _____
Life Enrichment Committee
May 12, 2009

totaling 25% of the grant award (estimated at \$14,744,177), or an estimated amount of \$3,686,044, which will be provided by in-kind contributions. The Unity Council will contribute an estimated \$1,176,823 in in-kind contributions and support to Head Start and Early Head Start. (In-kind support, typically parent and community volunteers to the program, enables the program to meet the program's match requirements).

The Head Start grant pays overhead to the City's General Purpose Fund. However, the Head Start grant is subject to a 15% federal cap on total administrative costs that can be charged to the grant. A partial offset of overhead in the amount of \$1,735,370 is included in the FY 2009-11 budget. This amount is budgeted in the General Purpose Fund (1010), Overhead - Recovery and Taken Unit Organization (90271), and Overhead: Central Services Offset Account (62232).

BACKGROUND

The City of Oakland has been a grantee for the Head Start Program since January 1972. Head Start is a national early childhood education program that promotes school readiness by enhancing the social and cognitive development of preschool children through the provision of educational, health, nutritional, social and other services to economically disadvantaged children and families.

In 1988, the City entered into a grantee-delegate relationship with the Unity Council to serve children and families in the Fruitvale District. Multiple regional and local approvals were required for the designation of the Unity Council as the delegate agency. As the City's delegate agency, the Unity Council meets all complex state childcare licensing and federal Head Start requirements, and was selected and approved by the Head Start Policy Council and Head Start California Regional Office in addition to the City Council. The Unity Council is located in a service area with high need, and has the capacity to provide childcare for over 500 children. In 1998, the City also delegated to the Unity Council the operation of the Early Head Start Program, which serves 200 low-income children from birth through age 3 and their families.

Currently, the City and Unity Council serve 1,574 children ages birth to 5 years old through Head Start and Early Head Start services. The City directly serves 1,061 Head Start children in 18 Centers and seven Family Child Care homes, and the Unity Council serves an additional 313 Head Start and 200 Early Head Start children and their families at four centers. See the Program Description section of this report for the list of Centers.

KEY ISSUES AND IMPACTS

The proposed resolution would authorize the City to apply for renewal of the basic Head Start and Early Head Start grants as well as the supplemental but required Training and Technical Assistance grants.

Of the total award, the Unity Council, as delegate agency, would receive an estimated \$4,709,349 to continue to serve 513 eligible children ages 0-5 and their families. Of that total, the Unity Council is proposed to receive an estimated \$2,354,363 to serve 313 children ages 3 to 5, and an estimated amount of \$2,276,836 for Early Head Start services to be provided to 200 children ages birth to 3 years old. The Unity Council is proposed to receive an estimate \$21,266 for Head Start Training/Technical Assistance and an estimated \$56,884 for Early Head Start Training/Technical Assistance.

PROGRAM DESCRIPTION

Oakland Head Start offers several program options that allow families with different needs and preferences to have a choice when enrolling their children in Oakland Head Start. Currently, Oakland Head Start directly operates four different program options:

- 1) Part-day center-based classrooms (25) at 13 locations (the majority of slots) serving 816 children
- 2) Full-day center-based classrooms (10) at four sites, serving 170 children
- 3) Home-Based (17) for 17 families, which includes weekly family home visits and center-based whole group, socialization activities twice per month
- 4) Full-day Family Child Care homes, under contract, serving approximately 60 children, the number varies year to year based on the qualifications of the applicant pool

Including full-day and part-day services, Oakland Head Start serves **1,061** children, and the delegate agency serves **313** Head Start children and also provides **200** Early Head Start slots, for a total of **1574** children served by grantee and delegate. The following charts provide information on the location, enrollment slots, and program options available at each site.

City of Oakland (grantee) operated Head Start sites

Site Name	Zip Code	Area of Oakland	Number of Slots		Program Option
			HS	EHS	
85 th Avenue	94621	East Oakland	50		Full-day
92 nd Avenue	94603	East Oakland	102		Part-day
Arroyo Viejo	94605	East Oakland	34		Part-day
Brookfield	94603	East Oakland	68		Part-day
City Towers	94612	West Oakland	60		Full-day
Eastmont	94605	East Oakland	136		Part-day
Fannie Wall	94609	West Oakland	20		Full-day
Frank G Mar	94607	Downtown/Chinatown	34		Part-day
Franklin	94606	Downtown/Chinatown	34		Part-day
Lion Creek Crossings	94621	East Oakland	68		Part-day
Manzanita	94606	Fruitvale/San Antonio	34		Part-day
San Antonio CDC	94606	Fruitvale/San Antonio	68		Part-day
San Antonio Park	94606	Fruitvale/San Antonio	68		Part-day
Sungate	94601	Fruitvale/San Antonio	68		Part-day
Tassafaronga	94621	East Oakland	34		Part-day
Virginia	94619	East Oakland	68		Part-day
West Grand	94607	West Oakland	40		Full-day
Family Child Care Homes		Throughout the City	58		Full-day
Home Based	N/A	N/A	17		Home Visits, 2 days per week/ Group Socialization Sessions 2 days/per month
TOTAL			1,061		

Unity Council (delegate) operated Head Start (HS) and Early Head Start (EHS) sites

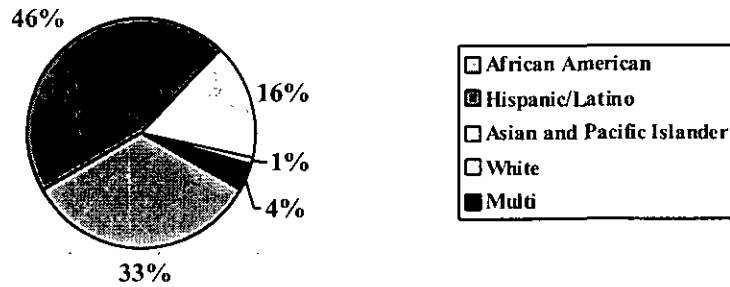
Site Name	Zip Code	Area of Oakland	Number of Slots		Program Option
			HS	EHS	
De Colores	94601	Fruitvale/San Antonio	204	40	Part-day
Foothill Square	94605	East Oakland	0	108	Part-day
Fruitvale	94601	Fruitvale/San Antonio	68	0	Part-day
Thurgood Marshall	94607	West Oakland	0	40	Part-day
Home Based	NA	NA	41	12	Part-day
TOTAL			313	200	

Item: _____
 Life Enrichment Committee
 May 12, 2009

Program Demographics

The children and families served by Oakland Head Start are extremely diverse. Among children enrolled in March 2009, 46% were Hispanic/Latino, 33% African American, 16% Asian and/or Pacific Islander, 1% White, and 4% Multiracial.

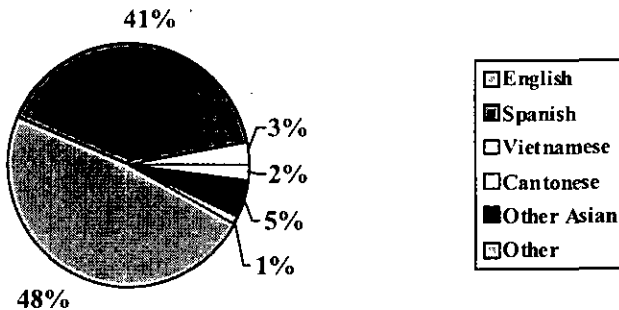
2008-2009 Oakland Head Start Enrollees by Race/Ethnicity



Among the Unity Council Head Start enrollees, 91% were Hispanic/Latino, 4% African American, 3% Asian and/or Pacific Islander, and 2% Other. Among Early Head Start enrollees, 24% were Hispanic/Latino, 63% African American, 7% Asian and/or Pacific Islander, and 1% White, and 5% Other.

The diversity of the program is also reflected in the languages spoken by families. During mid-program year, 48% of the grantee's Head Start enrollees' primary language was English, 41% Spanish, 3% Vietnamese, 2% Cantonese, 5% Other Asian Language, and 1% Other Languages.

2008-2009 Oakland Head Start Enrollees by Primary Language



For the Unity Council Head Start enrollees, the primary language was English for 5%, 92% Spanish, and 3% an Asian language. Among Early Head Start enrollees, the primary language was 53% English, 43% Spanish, and 4% an Asian language.

Screening, Assessment, Curriculum and Teaching Information

The City of Oakland's Head Start Program offers a quality, culturally appropriate early childhood environment in which each child has the opportunity to develop at their own pace. Each child's relationship with their parent and primary caregiver is fostered.

The Program utilizes the Ages and Stages Questionnaire (ASQ) to screen each child within 45 days of enrollment. The Desired Results Developmental Profile, Revised (DRDP-R) is utilized three times annually to assess a child's development. Staff and parents review the results of the individual child's screens and assessments to plan individualized developmentally appropriate activities for each child. Children with special needs or whose scores on screens indicate that the child is at risk for having a disability will be referred to receive further evaluation by a trained professional. Children with disabilities and other special needs are fully included in all aspects of the program, and their Individual Education Plan (IEP) goals are woven into the curriculum and daily activities of the classroom. The needs of children with behavioral challenges are met by adapting the curriculum, environment, the use of intervention strategies, and mental health services if appropriate.

Oakland Head Start uses the research-based High-Scope for Preschoolers curriculum, in classrooms. Teachers plan a balanced program that provides adequate time for individual, social, and teacher-directed learning experiences. Learning through discovery and inquiry, with support and scaffolding from the teachers, is the core of the curriculum. The classrooms are equipped with open-ended learning materials that provide for challenges and growth for children at different developmental stages.

SUSTAINABLE OPPORTUNITIES

Economic The grant creates approximately 174 jobs, including people directly employed in centers, plus an unknown number of jobs through its economic multiplier effect. Most of these jobs are held by residents of Oakland. In addition, Head Start buys goods and services to support its program, and most of these are purchased from Oakland firms or individuals.

Environmental There are currently no direct environmental benefits or impacts from the Head Start program to the City of Oakland. The program uses recyclable paper products.

Social Equity The Oakland Head Start Program delivers comprehensive, high-quality services to children and families in the City of Oakland. These services are designed to foster healthy development in low-income children. Head Start provides a range of individualized services in the areas of education and early childhood development, medical, dental, and mental health services, nutrition, and parent involvement. The range of services is responsive and appropriate to each child and family's developmental, ethnic, cultural, and linguistic heritage and experience. Recent scientific research has verified what early childhood educators have known for years: that how children are nurtured and educated in their youngest years has a significant impact on later growth and development.

DISABILITY AND SENIOR CITIZEN ACCESS

All Head Start centers are in compliance with the Americans with Disabilities Act (ADA) and the Older Americans Act.

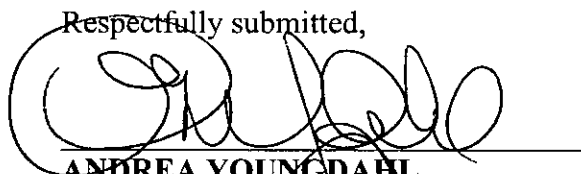
RECOMMENDATION(S) AND RATIONALE

Staff recommends that the City Council approve a resolution authorizing the City Administrator to apply for, accept and appropriate Head Start Grants in an estimated amount of \$14,744,177 and to authorize a grant agreement with the Unity Council for a total estimated amount of \$4,709,349 to continue to deliver high quality comprehensive child development services to Head Start eligible children and their families.

ACTION REQUESTED OF THE CITY COUNCIL

That the City Council approve a resolution authorizing the City Administrator, on behalf of the City Of Oakland , to apply for, accept, and appropriate Head Start Basic, Head Start Training and Technical Assistance, Early Head Start Basic, and Early Head Start Training and Technical Assistance Grants for program year 2009-10 from The U.S. Department Of Health And Human Services, Administration for Children and Families (DHHS/ACF) in the estimated amount of \$14,744,177, and authorizing a grant agreement with The Unity Council for the estimated amount of \$4,709,349 to fund Child Development Services in accord with said grants. Approval of this report would allow the Head Start Program to continue to deliver high quality comprehensive child development services to Head Start eligible children and their families.

Respectfully submitted,

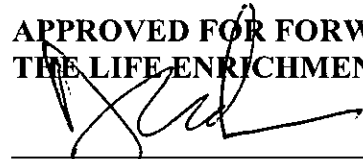


ANDREA YOUNGDAHL
Director, Department of Human Services

Reviewed by: Usana Pulliam
Early Childhood and Family Services Manager
Head Start Program

Prepared by: Tracey Black
Interim Planner, Head Start Program

**APPROVED FOR FORWARDING TO
THE LIFE ENRICHMENT COMMITTEE:**



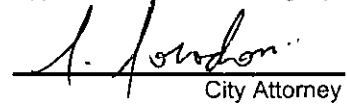
OFFICE OF THE CITY ADMINISTRATOR

Item: _____
Life Enrichment Committee
May 12, 2009

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OAKLAND

2009 APR 30 PM 8:05

Approved as to Form and Legality


City Attorney

OAKLAND CITY COUNCIL

RESOLUTION No. _____ C.M.S.

RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR, ON BEHALF OF THE CITY OF OAKLAND, TO APPLY FOR, ACCEPT, AND APPROPRIATE HEAD START BASIC, HEAD START TRAINING AND TECHNICAL ASSISTANCE, EARLY HEAD START BASIC, AND EARLY HEAD START TRAINING AND TECHNICAL ASSISTANCE GRANTS FOR PROGRAM YEAR 2009-10 FROM THE U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES, ADMINISTRATION FOR CHILDREN AND FAMILIES (DHHS/ACF) IN THE ESTIMATED AMOUNT OF \$14,744,177, AND AUTHORIZING A GRANT AGREEMENT WITH THE UNITY COUNCIL FOR THE ESTIMATED AMOUNT OF \$4,709,349 TO FUND CHILD DEVELOPMENT SERVICES IN ACCORD WITH SAID GRANTS

WHEREAS, the City of Oakland desires to apply for, accept and appropriate several grants in an estimated amount of fourteen million seven hundred thirty-two thousand seven hundred thirty-five dollars (\$14,744,177.00) from the U.S. Department of Health and Human Services, Administration for Children and Families (DHHS/ACF) to fund a Head Start Program and Early Head Start Program from September 1, 2009 through August 31, 2010; and

WHEREAS, the Head Start Grant agreement requires a match of local in-kind contributions equal to 25% of the grant, or an estimated amount of three million six hundred eighty-three thousand one hundred and eighty-four dollars (\$3,686,044.00); and

WHEREAS, the total federal amount stated above is comprised of the following project accounts as stipulated in the DHHS/ACF funding guidelines: Head Start Basic, Head Start Training/Technical Assistance, Early Head Start Basic, and Early Head Start Training/Technical Assistance Grants; and

WHEREAS, the Head Start and Early Head Start funding will provide comprehensive child development services to 1,574 Head Start eligible children and their families, who have the most economic need, with 10% of the enrollment consisting of children with special needs and, by new provisions enacted by the federal Head Start, will expand enhanced outreach efforts to include homeless families and underserved populations; and

WHEREAS, the Unity Council, a Head Start delegate designated for Oakland, was selected and approved in 1988 by the Head Start Policy Council, the Oakland City Council, and the Head Start California Regional Office to provide Head Start comprehensive child development services in Oakland; and

WHEREAS, the City wishes to continue funding to the Unity Council's Head Start programs from September 1, 2009 through August 31, 2010 in an estimated total of four million seven hundred nine thousand three hundred forty-ninety dollars (\$4,709,349.00) to provide 513 eligible children and their families, of which 200 children ages birth to age three will be served in Early Head Start, at an estimated cost of two million three hundred thirty-three thousand seven hundred twenty dollars (\$2,276,836.00) and 313 children ages three to five years old in Head Start, at an estimated cost of two million three hundred seventy-three thousand five hundred seventy dollars (\$2,354,363.00); and twenty-one thousand two hundred and sixty-six dollars (\$21,266.00) for Head Start Training/Technical Assistance and fifty-six thousand eight hundred eight-four dollars (\$56,884.00) for Early Head Start Training/Technical Assistance; and

WHEREAS, the City Council finds that the performance of the grant services is professional, scientific or technical in nature and that this grant agreement will not result in the loss of salary or employment by anyone having permanent status in the competitive service; now therefore, be it

RESOLVED: That the City Administrator is hereby authorized to apply for, accept and appropriate the aforesaid grants in the estimated amount of fourteen million seven hundred forty-four thousand one hundred seventy-seven dollars (\$14,744,177.00), execute the required grant agreements and other documents, and appropriate said estimated amount for funding of a Head Start Program and Early Head Start Program from September 1, 2009 through August 31, 2010; and, be it

FURTHER RESOLVED: That the City's FY 2009-11 Adopted Budget includes the fourteen million seven hundred forty-four thousand one hundred and seventy-seven dollars (\$14,744,177.00) aforesaid grant amount in appropriations and revenues for FY 2009-10 for Head Start and Early Head Start; and, be it

FURTHER RESOLVED: That the City Administrator is hereby authorized and directed to accept and appropriate any additional funding related to this grant that may become available, including the contract to the Unity Council without returning to Council; and, be it

FURTHER RESOLVED: That the City Administrator is hereby authorized, in accordance with the grant agreement requirements, to match the aforesaid grants in the estimated amount of fourteen million seven hundred forty-four thousand one hundred and seventy-seven dollars (\$14,744,177.00) with local in-kind contributions equal to 25% of the Head Start and Early Head Start Grant amounts, or an estimated amount of three million six hundred eighty-six thousand and forty-four dollars (\$3,686,044.00); and, be it

FURTHER RESOLVED: That the Council hereby appoints the City Administrator or his designee as agent for the City to conduct all negotiations, execute and submit all documents including but not limited to applications, agreements, amendments, modifications, payment requests, and related actions which may be necessary for the aforementioned grants in accordance with their basic purposes; and, be it

FURTHER RESOLVED: That the estimated sum of fourteen million seven hundred forty-four thousand one hundred and seventy-seven dollars (\$14,744,177.00) together with offsetting revenue, shall be appropriated to Department of Health and Human Services Fund (2128), Head Start Organization (78231), and Head Start Project (G358010) upon execution of said grant agreements, and that should additional grant funds be received, the City Administrator or his designee is hereby authorized to appropriate same for the purposes described above; and, be it

FURTHER RESOLVED: That one million seven hundred thirty-five thousand three hundred seventy dollars (\$1,735,370.00) currently allocated in General Purpose Fund (1010), Overhead – Recovery and Taken Unit Organization (90271), and Overhead: Central Services Offset Account (62232) which is in the FY 2009-11 budget, are hereby authorized to offset central services, departmental, and divisional overhead charges; and, be it

FURTHER RESOLVED: That the City Administrator or his designee is hereby authorized and directed to execute a grant agreement with the Unity Council, pursuant to the terms of the grant award, in an estimated amount of two million two hundred seventy-six thousand eight hundred thirty-six dollars (\$2,276,836.00) of the aforesaid Early Head Start Grant for child development services for children birth to three years of age; and, pursuant to the terms of the Head Start grant award, in an estimated amount of two million three hundred fifty-four thousand three hundred sixty three dollars (\$2,354,363.00) for child development services for children three to five years of age; and pursuant to the terms of the grant, twenty-one thousand two-hundred and sixty-six dollars (\$21,266.00) for Head Start Training/Technical Assistance and fifty-six thousand eight hundred eight-four dollars (\$56,884.00) for Early Head Start Training/Technical Assistance, for a total grant agreement amount of four million seven hundred nine thousand three hundred forty-nine dollars (\$4,709,349.00), which shall be matched by the Unity Council's in-kind contributions in the estimated amount of one million one hundred seventy-six thousand eight hundred twenty-three dollars (\$1,176,823) and other in-kind contributions and donations as a part of the City's match obligation for the entire grant; and, be it

FURTHER RESOLVED: That the Agreement(s) authorized under this resolution shall be reviewed as to form and legality by the Office of the City Attorney and copies filed with the Office of the City Clerk.

IN COUNCIL, OAKLAND, CALIFORNIA, _____, 20_____

PASSED BY THE FOLLOWING VOTE:

AYES - BROOKS, DE LA FUENTE, KAPLAN, KERNIGHAN, NADEL, QUAN, REID, AND
PRESIDENT BRUNNER

NOES-

ABSENT-

ABSTENTION-

ATTEST: _____
LATONDA SIMMONS
City Clerk and Clerk of the Council
of the City of Oakland, California