



ADMINISTRATION FOR
CHILDREN & FAMILIES

Office of Head Start | 330 C St., SW, 4th Floor, Washington DC 20201 | eclkc.ohs.acf.hhs.gov

July 15, 2020

Grant No. 05HP0001

Dear Head Start Grantee:

A grant application must be completed for the upcoming budget period. The application for the Head Start grant is due September 1, 2020.

The following table reflects the annual funding and enrollment levels for your grant.

Funding Type	Early Head Start
Program Operations	\$16,292,354
Training and Technical Assistance	\$363,011
Total Funding	\$16,655,365

Program	Early Head Start
Federal Funded Enrollment	1,100

Period of Funding: 12/01/2020 - 06/30/2021

This grant has been designated for competition. A Continuation Application that reflects 12 months of operation must be submitted. If this budget period is less than 12 months, the Office of Head Start will work with you to determine the prorated amount of the annual budget that will be made available. The remaining balance of the annual amount will be available to the successful awardee for this service area.

Application Submission Requirements

The application must be prepared and submitted in accordance with the *Head Start Grant Application Instructions with Guidance, Version 3 (Application Instructions)* for a continuation application. It must be submitted on behalf of the Authorizing Official registered in the HSES.

Incomplete applications will not be processed.

The *Application Instructions* are available on the home page of HSES. Please review the instructions carefully prior to preparing the application. Submission guidance can be found in the "Instructions" section of the HSES.

Please contact Katherine Gray, Head Start Program Specialist, at 312-353-5706 or kathie.gray@acf.hhs.gov or Leniseal Wadley, Grants Management Specialist, at 312-980-3402 or leniseal.wadley@acf.hhs.gov with questions regarding the Application Instructions.

For assistance submitting the application in HSES, contact help@hsesinfo.org or 1-866-771-4737.

Funding is contingent upon the availability of federal funds and satisfactory performance under the terms and conditions of the Head Start grant in the current budget period.

Thank you for your cooperation and timely submission of the grant application.

Sincerely,

/Karen McNamara/

Karen McNamara
Regional Program Manager
Office of Head Start