



Contract Number

24-939

SAP Number

Preschool Services Department

Department Contract Representative	Renee Linares
Telephone Number	(909)383-2064
 Contractor	 United States Department of Health and Human Services, Administration for Children and Families: HS, EHS, & EHS-CCP
Contractor Representative	Rachel Gannon
Telephone Number	(415)437-8438
Contract Term	July 1, 2024 though June 30, 2025
Original Contract Amount	\$33,016,334
Amendment Amount	N/A
Total Contract Amount	\$33,016,334
Cost Center	5910002220
Grant Number (if applicable)	09CH017719-05-00

Briefly describe the general nature of the contract: Combined grant award (Award No. 09CH011719-05-00) from the United States Department of Health and Human Services, Administration for Children and Families for continued support of the Head Start Program, Early Head Start Program, and Early Head Start – Child Care Partnership Programs, in the combined amount of \$33,016,334, for the period of July 1, 2024 through June 30, 2025.

FOR COUNTY USE ONLY

Approved as to Legal Form

Adam Ebright, County Counsel

Date 9/12/2024

Reviewed for Contract Compliance

Date

Reviewed/Approved by Department

Arlene Molina, Assistant Director

Date 9-12-24



Department of Health and Human Services
Administration for Children and Families

Notice of Award

Award# 09CH011719-05-00

FAIN# 09CH011719

Federal Award Date: 06/20/2024

Recipient Information

1. Recipient Name

SAN BERNARDINO, COUNTY OF
150 S Lena Rd
San Bernardino, CA 92415-0515
909-383-2078

2. Congressional District of Recipient

31

3. Payment System Identifier (ID)

1956002748A4

4. Employer Identification Number (EIN)

956002748

5. Data Universal Numbering System (DUNS)

128518193

6. Recipient's Unique Entity Identifier (UEI)

QQZWBL2LPC85

7. Project Director or Principal Investigator

Ms. Jacquelyn Greene
Project Director
jgreen@psd.sbcounty.gov
909-383-2025

8. Authorized Official

Ms. Dawn Rowe
Dawn.Rowe@bos.sbcounty.gov
000-000-0000

Federal Agency Information

ACF/OHS Region IX Grants Office

9. Awarding Agency Contact Information

Mr. Jeffrey Arciero
Grants Management Officer
jeffrey.arciero@acf.hhs.gov
617-565-2446

10. Program Official Contact Information

Ms. Cynthia T Yao
Head Start Program
Cynthia.Yao@acf.hhs.gov
415-437-8451

Federal Award Information

11. Award Number

09CH011719-05-00

12. Unique Federal Award Identification Number (FAIN)

09CH011719

13. Statutory Authority

42 USC 9801 ET SEQ.

14. Federal Award Project Title

Head Start and Early Head Start

15. Assistance Listing Number

93.600

16. Assistance Listing Program Title

Head Start

17. Award Action Type

Non-Competing Continuation

18. Is the Award R&D?

No

Summary Federal Award Financial Information

19. Budget Period Start Date 07/01/2024 - **End Date** 06/30/2025

20. Total Amount of Federal Funds Obligated by this Action \$33,016,334.00

20a. Direct Cost Amount \$33,016,334.00

20b. Indirect Cost Amount \$0.00

21. Authorized Carryover \$0.00

22. Offset \$0.00

23. Total Amount of Federal Funds Obligated this budget period \$0.00

24. Total Approved Cost Sharing or Matching, where applicable \$8,254,084.00

25. Total Federal and Non-Federal Approved this Budget Period \$41,270,418.00

26. Period of Performance Start Date 07/01/2020 - **End Date** 06/30/2025

27. Total Amount of the Federal Award including Approved Cost Sharing or Matching this Period of Performance \$341,483,455.59

28. Authorized Treatment of Program Income

ADDITIONAL COSTS

29. Grants Management Officer – Signature

Mr. Jeffrey Arciero
Grants Management Officer

30. Remarks



Department of Health and Human Services

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150 S Lena Rd
San Bernardino, CA 92415-0515
909-383-2078

Congressional District of Recipient

31

Payment Account Number and Type

1956002748A4

Employer Identification Number (EIN) Data

956002748

Universal Numbering System (DUNS)

128518193

Recipient's Unique Entity Identifier (UEI)

QQZWBL2LPC85

31. Assistance Type

Discretionary Grant

32. Type of Award

Service

33. Approved Budget

(Excludes Direct Assistance)

I. Financial Assistance from the Federal Awarding Agency Only

II. Total project costs including grant funds and all other financial participation

a. Salaries and Wages	\$12,016,614.00
b. Fringe Benefits	\$5,857,954.00
c. Total Personnel Costs	\$17,874,568.00
d. Equipment	\$367,316.00
e. Supplies	\$980,757.00
f. Travel	\$129,567.00
g. Construction	\$0.00
h. Other	\$7,713,967.00
i. Contractual	\$5,950,159.00
j. TOTAL DIRECT COSTS	\$33,016,334.00
k. INDIRECT COSTS	\$0.00
l. TOTAL APPROVED BUDGET	\$33,016,334.00
m. Federal Share	\$33,016,334.00
n. Non-Federal Share	\$8,254,084.00

34. Accounting Classification Codes

FY-ACCOUNT NO.	DOCUMENT NO.	ADMINISTRATIVE CODE	OBJECT CLASS	CFDA NO.	AMT ACTION FINANCIAL ASSISTANCE	APPROPRIATION
4-G094122	09CH01171905	ACFOHS	41.51	93.600	\$32,639,365.00	75-24-1536
4-G094120	09CH01171905	ACFOHS	41.51	93.600	\$239,963.00	75-24-1536
4-G094121	09CH01171905	ACFOHS	41.51	93.600	\$137,006.00	75-24-1536



Department of Health and Human Services

Administration for Children and Families

Notice of Award

Award# 09CH011719-05-00

FAIN# 09CH011719

Federal Award Date: 06/20/2024

35. Terms And Conditions

STANDARD TERMS

1. Federal awards are subject to legally binding requirements called terms and conditions (T&Cs). Recipients must review and comply with all T&Cs identified under the award. When a recipient is awarded and accepts an ACF award, it must comply with the requirements outlined in the Notice of Award and T&Cs. The recipient must actively manage its award and adhere to all applicable requirements. For more information about grants management activities and resources for recipients throughout the award lifecycle, see the Managing Your ACF Grant Award at <https://www.acf.hhs.gov/grants/manage-grant>.

Applicable Legislation, Statute, and Regulations

1. The administration of this program is authorized under the Head Start Act, as amended by the Improving Head Start for School Readiness Act of 2007, Public Law 110-134 at <https://www.congress.gov/bill/110th-congress/house-bill/1429>.
2. The program is codified at 42 U.S.C. 9831 et seq at <http://uscode.house.gov/view.xhtml?path=/prelim@title42/chapter105/subchapter2&edition=prelim>.
3. Implementing program regulations are published as the Head Start Program Performance Standards at 45 CFR Parts 1301 to 1305, <https://www.ecfr.gov/current/title-45/subtitle-B/chapter-XIII/subchapter-B>. Additional program guidance is located on the Early Childhood Learning & Knowledge Center (ECLKC), <https://eclkc.ohs.acf.hhs.gov/>. Recipients must act in compliance with the Program Instructions and Information Memoranda. For full text, go to <https://eclkc.ohs.acf.hhs.gov/policy/pi> and <https://eclkc.ohs.acf.hhs.gov/policy/im>.
4. This award is subject to the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for HHS Awards found at 45 CFR Part 75 at <https://www.ecfr.gov/current/title-45/subtitle-A/subchapter-A/part-75>. This award is subject to the Closeout requirements for Grants and Agreements found at 2 CFR 200.344 at <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR682eb6fbabcde2/section-200.344>.
5. This award is subject to Executive Orders in the Federal Register available at <https://www.federalregister.gov/presidential-documents/executive-orders>.
6. This award is subject to requirements or limitations in any applicable Appropriations Act available at <https://crsreports.congress.gov/>.
7. This award is subject to the Administrative and National Policy Requirements at <https://www.acf.hhs.gov/grants/administrative-and-national-policy-requirements>.
8. This award is subject to the requirements of the HHS Grants Policy Statement (HHS GPS) that are applicable based on your recipient type and the purpose of this award. This includes requirements in Parts I and II available at <https://www.hhs.gov/grants-contracts/grants/grants-policies-regulations/index.html>. Although consistent with the HHS GPS, any applicable statutory or regulatory requirements, including 45 CFR Part 75, directly apply to this award apart from any coverage in the HHS GPS.



Department of Health and Human Services

Administration for Children and Families

Notice of Award

Award# 09CH011719-05-00

FAIN# 09CH011719

Federal Award Date: 06/20/2024

Property

9. This award is subject to the Property Related T&Cs found at <https://www.acf.hhs.gov/grants/manage-grant/grant-award/property-terms>. Under 45 CFR §75.323, all real property, equipment, and intangible property acquired or improved with ACF funds must be held in trust by the non-federal entity as trustee for the beneficiaries of the project or program under which the property was acquired or improved.

Award Payment

10. This award will be paid through the Department of Health and Human Services, Payment Management Services, operating under the Program Support Center (PSC). The PSC provides automated award payment and cash management services from awards issued by Federal Government Awarding Agencies through the centralized payment system, Payment Management System (PMS). For more detailed information on payment through PMS, go to <https://pms.psc.gov/>. Drawing funds from PMS indicates acceptance and agreement to the T&Cs of the award.

Unique Entity Identifier (UEI) Notice

11. All applicants and recipients must have an active System for Award Management (SAM) registration and UEI issued. ACF recommends that organizations start the renewal process at least 30 days prior to expiration to avoid delays in federal funding. Entities can search for help at Federal Service Desk (FSD) any time or request help from an FSD agent Monday–Friday 8 a.m. to 8 p.m. ET. This award is subject to requirements as set forth in 2 CFR 25.110.

AWARD ATTACHMENTS

SAN BERNARDINO, COUNTY OF

09CH011719-05-00

1. 09CH011719-05-00 NCC Remarks

30. REMARKS (Continued from previous page)

This action awards partial funds for the 07/01/2024-06/30/2025 budget period.

The projected operations costs based on the application submitted for this period are \$51,606,742 for Head Start and \$12,173,161 for Early Head Start. The projected annual levels based on the application submitted for this period are \$52,819,500 for Head Start operations; \$12,459,230 for Early Head Start operations; \$479,926 for Head Start training and technical assistance and \$274,013 for Early Head Start training and technical assistance. The balance of funds will be awarded at a later date.

This action awards funds for the cost-of-living adjustment (COLA) increase for program operations authorized under the Further Consolidated Appropriations Act, 2024 (P.L. 118-47) to permanently increase the pay scale outlined in the COLA - Funding Guidance Letter and Program Instruction ACF-OHS-PI-24-02. Funds are distributed at the COLA rate indicated in the Program Instruction proportionate to the budgeted Object Class Categories in Section B of the FY24 Non-Competing New/Continuation application's SF-424A for Personnel, Fringe Benefits, Contractual and Indirect Charges. Any remaining funds are added to Object Class Category Other. All COLA funds are included in the approved budget, Field 33 of this Notice of Award. Use of COLA funds for any purpose other than as required in the Program Instruction and Funding Guidance Letter, requires submission of a budget revision amendment for consideration in the Head Start Enterprise System (HSES) no later than thirty (30) days from the issuance date of the Notice of Award.

Your conversion and reduction application submitted on April 1, 2024 is currently under review.

As per Program Instruction ACF-PI-HS-24-01, each recipient is required to submit one semi-annual SF-425 report and one annual or final SF-425 report. For this grant, SF-425 reports must be received by:

- Semi-Annual Report in PMS: 01/30/2025
- Final Report in PMS: 10/28/2025

Additionally, the grantee must submit their SF-429 Real Property Status report via the Online Data Collection System, accessible through GrantSolutions. Your SF-429 report is due by the Final SF-425 due date given above. Please refer to Program Instruction ACF-PI-HS-17-03 for further details.

Head Start population: 2,441 children.

Designated Head Start service area(s): San Bernardino County, California.

Approved program option(s) for the Head Start program: Center-based, Home-based.

Early Head Start population: 654 infants, toddlers, and pregnant women.

Designated Early Head Start service area(s): San Bernardino County, California.

Approved program option(s) for the Early Head Start program: Center-based, Family Child Care, Home-based.

This grant is subject to the requirements included in Attachments 1 and 2.

Attachment 1

Award Number: 09CH011719/05

Recipient Organization: SAN BERNARDINO, COUNTY OF

This grant is subject to Section 640(b) of the Head Start Act and 45 C.F.R. § 1303.4 requiring a non-federal match of 20 percent of the total cost of the program. This grant is also subject to the requirements in Section 644(b) of the Head Start Act and 45 C.F.R. § 1303.5 limiting development and administrative costs to a maximum of 15 percent of the total costs of the program, including the non-federal match contribution of such costs. The requirements for a non-federal match of 20 percent and the limitation of 15 percent for development and administrative costs apply to the 07/01/2024-06/30/2025 budget period unless a waiver is approved. Any request for a waiver of the non-federal match, or a portion thereof, that meets the conditions under Section 640(b)(1)-(5) of the Head Start Act and 45 C.F.R. § 1303.4 or a waiver of the limitation on development and administrative costs that meets the conditions under 45 C.F.R. § 1303.5 must be submitted in advance of the end of the budget period. Any waiver request submitted after the expiration of the project period will not be considered.

The HHS Uniform Administrative Requirements (see 45 C.F.R. § 75.308(c)(1)(ii)) provide the authority to ACF to approve key staff of Head Start grant recipients. For the purposes of this grant, key staff is defined as the Head Start Director or person carrying out the duties of the Head Start Director if not under that title and the Chief Executive Officer, Executive Director and/or Chief Fiscal Officer if any of those positions is funded, either directly or through indirect cost recovery, more than 50 percent with Head Start funds.

Section 653 of the Head Start Act prohibits the use of any federal funds, including Head Start grant funds, to pay any portion of the compensation of an individual employed by a Head Start agency if that individual's compensation exceeds the rate payable for Level II of the Executive Schedule.

Prior written approval must be obtained for the purchase of equipment and other capital expenditures as described in 45 C.F.R. § 75.439(a). Prior written approval must also be obtained under 45 C.F.R. § 75.439(b)(3) and 45 C.F.R. Part 1303 Subpart E - Facilities to use Head Start grant funds for the initial or ongoing purchase, construction, and major renovation of facilities. No Head Start grant funds may be used toward the payment of one-time expenses, principal and interest for the acquisition, construction or major renovation of a facility without prior written approval of the Administration for Children and Families.

Attachment 2

Real Property Terms and Conditions

Terms and Conditions for Awards Involving Property, if applicable

- Under grant program regulations at 45 C.F.R. § 75.323, a property trust relationship exists for the benefit of the awarding program in all property the non-federal entity acquires or improves with the Administration for Children and Families (ACF) funds, including real property, equipment and supplies. The non-federal entity holds the property in trust for the beneficiaries of the project or program under which the property was acquired or improved. ACF requires the non-federal entity to record liens or other appropriate notices such as Notices of federal interest to indicate that real property has been acquired or improved with federal award funds and that use and disposition conditions apply to the property. The federal interest in the property cannot be defeated by a recipient's failure to file an appropriate notice of federal interest. A recipient may not encumber or permit a third party to encumber any property where federal funds were used for purchase, construction or major renovation without ACF's written consent. Financing and refinancing a property with or without subordination of the federal interest are encumbrance actions and subject to formal ACF approval, including the submission of the SF-429 Attachment B Acquire or Improve Request form (along with the supporting documentation) and the SF-429 Attachment C Encumbrance Request form (along with supporting documentation) in GrantSolutions On-Line Data Collection (OLDC) system. For guidance and reporting information, see Real Property Guidance: https://www.acf.hhs.gov/grants/real-property#book_content_0 .
- The federal interest in real property purchased, constructed or renovated with federal funds does not expire and remains in place until formal disposition. When real property is no longer needed either because the non-federal entity is leaving the program or for another reason, the non-federal entity must obtain disposition instructions from ACF in accordance with C.F.R. §75.318(c) (1)-(3) and ACF Policy, including the submission of the SF-429 Attachment C Disposition Request form (along with supporting documentation) in the GrantSolutions On-Line Data Collection (OLDC) system. For additional guidance and reporting information, see Real Property Guidance: https://www.acf.hhs.gov/grants/real-property#book_content_0 . While the awardee may indicate a disposition preference in the request for disposition instructions, ACF has the discretion to direct a different disposition option. The non-federal entity must request disposition instructions within 60 days of project expiration or notice of termination. If the non-federal entity fails to request disposition instructions, ACF will direct disposition.

A recipient's failure to comply with ACF's disposition instructions will constitute a material

violation of the terms and conditions of this grant award. Recipients are responsible for maintaining accurate and up-to-date records of any non-federal contributions, including payments of principal and interest on loans, made towards the purchase, construction, or renovation of real property, and itemized records of the funding source of such contributions. Recipients must produce those records when requesting disposition. In accordance with 45 C.F.R. §75.320(e) and ACF policy, the recipient must request disposition instructions utilizing the SF-428 cover page, Attachment C, and S form along with supporting documentation from ACF Office of Grants Management for equipment purchased with federal funds and which is no longer needed either because the recipient is leaving the program or for another reason. For more guidance and reporting information, see Tangible Personal Property Guidance: https://www.acf.hhs.gov/tangible-personal-property#book_content_0.

- If there is a residual inventory of unused supplies exceeding \$5,000 in total aggregate value upon termination of support or completion of the project or program, the non-federal entity must retain the supplies or use on other activities or sell them, but must, in either case, compensate the Federal government for its share. The amount of compensation must be computed in the same manner as equipment. See 45 C.F.R. §75.320(e)(2) for the calculation methodology. For more guidance and reporting information, see Tangible Personal Property Guidance: https://www.acf.hhs.gov/tangible-personal-property#book_content_0.
- The inventory of equipment, supplies, and real property acquired with Head Start funds under any preceding award must be transferred and recorded under the grant agreement number identified in field 12 of this Notice of Award.
- Pursuant to 45 C.F.R. §75.317, a grant recipient must, at a minimum, provide the equivalent insurance coverage for real property and/or equipment acquired or improved with Federal funds, as provided to other property it owns. If a grant recipient uses federal funds to purchase or continue purchase (e.g. mortgage payments) on real property, including modular facility unit(s), it must maintain physical damage or destruction insurance at the full replacement value of the facility so long as it owns or occupies the facility. At a minimum, a grant recipient must obtain an insurance policy insuring against risk from physical destruction immediately upon acquiring real property or equipment, or upon completion of construction or modernization of a facility when federal funds were expended. The physical destruction insurance policy must insure the full-appraised value of the real property from risk of partial and total physical destruction, including flood insurance, or other special hazard riders, where appropriate. The policy must also include a requirement for the insurer to notify the Administration for Children and Families' Office of Grants Management of any changes in the policy or coverage, for example, loss payee endorsement.