

**Application for Federal Assistance SF-424**

<b>* 1. Type of Submission:</b> <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	<b>* 2. Type of Application:</b> <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation <input type="checkbox"/> Revision	<b>* If Revision, select appropriate letter(s):</b> _____ <b>* Other (Specify):</b> _____
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<b>* 3. Date Received:</b> 04/01/2024	<b>4. Applicant Identifier:</b> 09CH011719
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<b>5a. Federal Entity Identifier:</b> 09CH011719	<b>5b. Federal Award Identifier:</b> 09CH011719
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**State Use Only:**

<b>6. Date Received by State:</b> _____	<b>7. State Application Identifier:</b> _____
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**8. APPLICANT INFORMATION:**

<b>* a. Legal Name:</b> San Bernardino County of _____	
<b>* b. Employer/Taxpayer Identification Number (EIN/TIN):</b> 95-6002748	<b>* c. UEI:</b> QQZWBL2LPC85

**d. Address:**

<b>* Street1:</b> 150 S Lena RD
<b>Street2:</b> _____
<b>* City:</b> San Bernardino
<b>County/Parish:</b> _____
<b>* State:</b> CA: California
<b>Province:</b> _____
<b>* Country:</b> USA: UNITED STATES
<b>* Zip / Postal Code:</b> 92415-0515

**e. Organizational Unit:**

<b>Department Name:</b> Preschool Services	<b>Division Name:</b> N/A
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**f. Name and contact information of person to be contacted on matters involving this application:**

<b>Prefix:</b> Ms.	<b>* First Name:</b> Jacquelyn
<b>Middle Name:</b> _____	
<b>* Last Name:</b> Greene	
<b>Suffix:</b> _____	
<b>Title:</b> Director	

**Organizational Affiliation:**  
San Bernardino County

<b>* Telephone Number:</b> (909) 383-2005	<b>Fax Number:</b> (909) 383-2080
<b>* Email:</b> Jacquelyn.Greene@psd.sbcounty.gov	

**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

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

Administration for Children and Families

**11. Catalog of Federal Domestic Assistance Number:**

93-600

CFDA Title:

Head Start and Early Head Start

**\* 12. Funding Opportunity Number:**

N/A

\* Title:

N/A

**13. Competition Identification Number:**

Title:

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

SF-424 Attachment #14.docx

Add Attachment

Delete Attachment

View Attachment

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

Head Start, Early Head Start, and Early Head Start - Child Care Partnership Programs

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**SF-424 Item #14**

**Areas affected by Project**

- 1. Congressional Districts of**
  - a. CA-8**
  - b. CA-31**
  - c. CA-35**
  - d. CA-39**

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

\* a. Applicant

\* b. Program/Project

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

**17. Proposed Project:**

\* a. Start Date:

\* b. End Date:

**18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="64,533,842.00"/>
* b. Applicant	<input type="text" value=""/>
* c. State	<input type="text" value=""/>
* d. Local	<input type="text" value=""/>
* e. Other	<input type="text" value=""/>
* f. Program Income	<input type="text" value=""/>
* g. TOTAL	<input type="text" value="64,533,842.00"/>

**\* 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 in attachment.)**

Yes  No

If "Yes", provide explanation and attach

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 18, 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:  \* First Name:   
Middle Name:   
\* Last Name:   
Suffix:

\* Title:

\* Telephone Number:  Fax Number:

\* Email:

\* Signature of Authorized Representative:

\* Date Signed:

**SF-424 Item #16**

**Areas affected by Project**

- 1. Congressional Districts of**
  - a. CA-8**
  - b. CA-31**
  - c. CA-35**
  - d. CA-39**

**BUDGET INFORMATION - Non-Construction Programs**

OMB Number: 4040-0006  
Expiration Date: 02/28/2025

**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. Head Start: Program Operations	93.600	\$	\$	\$ 51,606,742	\$ 13,946,532	\$ 65,553,274
2. Head Start: TTA	93.600			479,926		479,926
3. Early Head Start: Program Operations	93.600			12,173,161	2,186,929	14,360,090
4. Early Head Start: TTA	93.600			274,013		274,013
5. Totals		\$	\$	\$ 64,533,842	\$ 16,133,461	\$ 80,667,303

**SECTION B - BUDGET CATEGORIES**

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1) Head Start: Program Operations	(2) Head Start: TTA	(3) Early Head Start: Program Operations	(4) Early Head Start: TTA	
a. Personnel	\$ 17,634,411	\$ 22,356	\$ 4,920,873	\$ 11,735	\$ 22,589,375
b. Fringe Benefits	8,716,312	21,178	1,769,708	15,868	10,523,066
c. Travel	185,000	43,485	25,000	11,902	265,387
d. Equipment	913,415		95,000		1,008,415
e. Supplies	1,798,702		275,000		2,073,702
f. Contractual	8,098,040	45,896	4,844,618	96,123	13,084,677
g. Construction					
h. Other	14,260,862	347,011	242,962	138,385	14,989,220
i. Total Direct Charges (sum of 6a-6h)	51,606,742	479,926	12,173,161	274,013	\$ 64,533,842
j. Indirect Charges					\$
k. TOTALS (sum of 6i and 6j)	\$ 51,606,742	\$ 479,926	\$ 12,173,161	\$ 274,013	\$ 64,533,842
7. Program Income	\$	\$	\$	\$	\$

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SECTION C - NON-FEDERAL RESOURCES						
(a) Grant Program		(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS	
8.	Head Start: Program Operations	\$ 6,331,353	\$ 7,249,395	\$ 365,784	\$ 13,946,532	
9.	Head Start: TTA					
10.	Early Head Start: Program Operations	1,720,414	15,000	451,515	2,186,929	
11.	Early Head Start: TTA					
12.	TOTAL (sum of lines 8-11)	\$ 8,051,767	\$ 7,264,395	\$ 817,299	\$ 16,133,461	
SECTION D - FORECASTED CASH NEEDS						
		Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13.	Federal	\$ 64,533,842	\$ 16,133,461	\$ 16,133,461	\$ 16,133,460	\$ 16,133,460
14.	Non-Federal	\$ 16,133,461	4,033,365	4,033,365	4,033,365	4,033,366
15.	TOTAL (sum of lines 13 and 14)	\$ 80,667,303	\$ 20,166,826	\$ 20,166,826	\$ 20,166,825	\$ 20,166,826
SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT						
(a) Grant Program		FUTURE FUNDING PERIODS (YEARS)				
		(b) First	(c) Second	(d) Third	(e) Fourth	
16.		\$	\$	\$	\$	
17.						
18.						
19.						
20.	TOTAL (sum of lines 16 - 19)	\$	\$	\$	\$	
SECTION F - OTHER BUDGET INFORMATION						
21. Direct Charges:		22. Indirect Charges:				
23. Remarks:						

## 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.
19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE Chair, Board of Supervisors
APPLICANT ORGANIZATION San Bernardino County	DATE SUBMITTED 

**PRESCHOOL SERVICES DEPARTMENT OF SAN BERNARDINO COUNTY  
EXECUTIVE REPORT**

February 29, 2024

**HEAD START BASIC GRANT APPLICATION SUMMARY**

**Fiscal Year 2024-2025  
(Year 5 of 5 Year Funding Cycle)**

**Recommendation:**

Following, for your review, is the Preschool Services Department's (PSD) Federal Basic Grant Refunding proposal for Program Year 2024-2025 to be submitted April 1, 2024, to the Administration for Children and Families (ACF). This basic grant proposal is for continuation of Head Start services to be provided by PSD, our contract partners: Colton Joint Unified School District, Fontana Unified School District, Needles Unified School District, Child Care Resource Center (CCRC), as well as our delegate agency Easter Seals Southern California, Inc. PSD, with our partners and delegate agency will serve 2,143 (not including 1,418 state slots) eligible children and families at 38 sites countywide, with an additional 27 Family Child Care locations.

**Proposed Budget for 2024-2025 program year**

The total federal grant request is **\$64,533,842**. The total grant (Federal and State) for Preschool Services is as follows:

<b>Type of Grant</b>	<b>Amount</b>
Federal Head Start	\$52,086,668
Federal Early Head Start	\$12,447,174
<b>Total Federal Grant</b>	<b>\$64,533,842</b>
State	\$7,249,395
<b>Grand Total</b>	<b>\$71,783,237</b>

On March 15, 2023, the federal government reauthorized the Federal Head Start Program at an increased funding level of 5.6%. This increase has been reflected in the 2024-2025 refunding request. This funding allows PSD to enhance merit compensations necessary for retaining teaching staff and other contract staff. Additionally, this refunding request also provides the necessary critical resources for maintaining a high-quality program that meets/exceeds both Head Start Program Performance Standards and licensing mandates.

**Goal Summary for 2023-2024**

The goals PSD has established for this fiscal year are in response to the 2020-2025 Community Assessment update.

PSD's primary focus continues to be to promote school readiness to ensure long-term success in school and to provide support to families towards self-sufficiency.

PSD has established 7 Short Term Goals and 5 Long Term Goals summarized as follows:

### **Short Term Goals:**

- I. Promote school readiness in language, literacy, social, and emotional development.
- II. Increase the enrollment opportunities for foster children.
- III. Enhance the referral process with partners to streamline enrollment of families.
- IV. Promote nutrition education programs for parents at each school site.
- V. Identify the number of children with an unhealthy Body Mass Index (BMI) and help them move to the next lower level through family support and health education.
- VI. Increase the education level of families using the Online High School Diploma Program.
- VII. Enhance access to job opportunities for families.

### **Long Term Goals:**

- I. Increase Center-Based Child Development services for children zero to five in the areas of highest need, as identified by the community assessment.
- II. Increase the number of parents who are making progress to obtaining economic self-sufficiency.
- III. Increase quality of classroom services as evidenced by increase of teacher level efficacy scores in all program options.
- IV. PSD will establish and maintain consistency of childcare partners by experiencing a turnover rate of less than 16% annually to increase continuity of care to children.

### **Changes and Highlights for 2024-2025 program year**

#### **Proposed Changes:**

- 1. Head Start Reduction/Conversion** – PSD had 2441 Head Start (HS) slots in the last program year. However, due to high demand and limited availability of Early Head Start (EHS) services, PSD is requesting to convert 96 existing HS part day slots to 24 EHS full day slots. In addition, Easter Seals is requesting to convert 46 slots of their Head Start Part Day slots into 32 EHS full day center-based slots. Beyond this, the agency has reduced 156 slots of Head Start Part Day to bring us in line with current agency capacity. The remaining total number of HS slots to 2,143.

Head Start (HS) Program Option	Number Of Slots	Number Of Slots
	FY 2023-2024	FY 2024-2025
Part Day Center Based	1256	958
Full Day Center Based	1088	1088
Home Based Head Start (PSD)	97	97
<b>TOTAL SLOTS:</b>	<b>2441</b>	<b>2,143</b>

2. **Early Head Start Additions**– Between the conversions from Easter Seals and PSD Head Start classes, 56 additional EHS Full day slots were added into the program for the 2024-2025 program year in order to address the growing need of all day care for children 18 months to 3 years old. EHS home based services are less in demand and were reduced by 21 slots. This reduction supports the increase in center-based slots. Overall, the EHS program increased by 35 full day slots resulting in a total of 689 EHS slots for the 2024-2025 program year.

Early Head Start (EHS) Program Option	Number Of Slots	Number Of Slots
	FY 2023-2024	FY 2024-2025
Full Day Center Based	264	320
Home Based EHS	244	223
Child Care Partners	146	146
<b>TOTAL SLOTS</b>	<b>654</b>	<b>689</b>