

**HEAD START GRANT APPLICATION  
GOVERNING BOARD APPROVAL**

On behalf of the Elk Grove Unified School District Head Start Governing Board I, Dr. Crystal Martinez-Alire, Board President certify the Governing Board has approved the EGUSD COLA and Quality Improvement Grant Application for Fiscal Year 2022-2023 (August 1, 2022 – July 31, 2023) at its meeting on May 17, 2022. Attached is the sign-in sheet of attendees; minutes of the meeting are forthcoming.

Dr. Crystal Martinez-Alire

**Name**

**Signature**

**Date**

# HEAD START-EARLY HEAD START BUDGET (COLA/QI)

Agreement #

#####/FY 2022-23

Fiscal Year:

Budget Period: From 8/01/22 To 7/31/2023

Grantee/Delegate: Elk Grove Unified School District

City: Elk Grove

Phone: 916-686-7595

Program contact: Tabitha Thompson

Chair: Yessenia Mendoza

## HEAD START

# of children enrolled:

# of handicapped:

## EARLY HEAD S

# of children enrolled:

# of Class Sites:

# of handicapped:

# of Classes:

Cost Categories	Head Start COLA	Head Start QI	Head Start Total	Head Start * Non-Federal	EHS COLA	EHS QI	EHS Total	EHS * Non-Federal	Total
Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
see attached Schedule A. Personnel									
Fringe Benefits	\$ 89,401	\$ 25,340	\$ 114,741	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 114,741
See attached Schedule B - @ approx.	#REF!								
Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
see attached Schedule C. Travel									
Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
see attached Schedule D. Equipment									
Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
see attached Schedule E. Supplies									
Contractual	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other	\$ -	\$ -	\$ -	\$ 28,686	\$ -	\$ -	\$ -	\$ -	\$ -
see attached Schedule H. Other									
TOTAL DIRECT CHARGES	\$ 89,401	\$ 25,340	\$ 114,741	\$ 28,686	\$ -	\$ -	\$ -	\$ -	\$ 114,741
Indirect Charges			\$ -				\$ -		\$ -
TOTAL	\$ 89,401	\$ 25,340	\$ 114,741	\$ 28,686	\$ -	\$ -	\$ -	\$ -	\$ 114,741

APPROVED

Carrie Hargis 4/29/22  
Shannon Hayes  
Chief Financial Officer

Date

Carrie Hargis, Director, Fiscal Services  
Elk Grove Unified School District

Schedule B - Fringe Benefits  
2022-23

Agency Elk Grove Unified School District

HSES Line Item	%	Description	Head Start		Early Head Start		Head Start	Early Head Start
			COLA	QI	COLA	QI	NFS	NFS
1		Social Security	-	-	-	-	-	-
		Unemployment Insurance	-	-	-	-	-	-
		Worker's Comp Insurance	-	-	-	-	-	-
		State Disability	-	-	-	-	-	-
Total Line 1			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2		Health & Welfare	30,667	25,340	-	-	-	-
Total Line 2			\$ 30,667	\$ 25,340	\$ -	\$ -	\$ -	\$ -
3		Retirement STRS (increased by 2.18 %)	33,083	-	-	-	-	-
		Retirement PERS (increased by 3.19%)	25,651	-	-	-	-	-
Total Line 3			\$ 58,734	\$ -	\$ -	\$ -	\$ -	\$ -
4		Other Fringe	-	-	-	-	-	-
Total Line 4			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Fringe			\$ 89,401	\$ 25,340	\$ -	\$ -	\$ -	\$ -

Admin Allocation	
HS	EHS
#DIV/0!	#DIV/0!

\*The default Admin Allocation percentages for Fringe Benefits are calculated based on the data entered in the Personnel section of the Line Item Budget.

HSES Line Item	Description	Head Start		Early Head Start		Head Start	Early Head
		COLA	QI	COLA	QI	NFS	Start NFS
1	Depreciation /Use Allowance						
Total Line 1		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2	Rent						
Total Line 2		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3	Mortgage						
Total Line 3		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4	Utilities, Telephone						
Total Line 4		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5	Building and Child Liability Insurance						
Total Line 5		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6	Building Maint. / Repair & Other Occp.						
Total Line 6		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
7	Incidental Alterations/Renovations						
Total Line 7		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
8	Local Travel						
Total Line 8		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
9	Nutrition Services						
Total Line 9		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10	Child Services Consultants						
Total Line 10		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
11	Volunteers						
Home activities - 1771.84 hrs x 16.19/hr						28,686	
Total Line 11		\$ -	\$ -	\$ -	\$ -	\$ 28,686	\$ -
12	Substitutes (if not paid benefits)						
Total Line 12		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
13	Parent Services						
Total Line 13		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
14	Accounting and Legal Services						
Total Line 14		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
15	Publications/Advertising/Printing						
Total Line 15		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
16	Training or Staff Development						
Total Line 16		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
17	Other						
Total Line 17		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Other		\$ -	\$ -	\$ -	\$ -	\$ 28,686	\$ -

Adm%



	Head Start		Early Head Start		COLA	NFS	Early Head Start		COLA	NFS
	COLA	QI	COLA	QI			COLA	QI		
Personnel	-	-	-	-	-	-	-	-	-	-
Fringe Benefits	3,565	3,331	-	-	#DIV/0!	#DIV/0!	-	-	#DIV/0!	#DIV/0!
Travel	-	-	-	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-	-	-	-
Supplies	-	-	-	-	-	-	-	-	-	-
Contractual	-	-	-	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-	-	-	-
None	-	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-	-
Indirect Charges	-	-	-	-	-	-	-	-	-	-
100%	-	-	-	-	-	-	-	-	-	-
TOTAL	\$ 3,565	\$ 3,331	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Total Admin Cost \$ 6,896  
Head Start Admin %  
Total Admin Cost #DIV/0!  
Early Head Start Admin % #DIV/0!

# 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. Program Operations	93.600	\$	\$	114,741	\$ 28,686	143,427
2. TTA	93.600			0	0	0
3.						
4.						
5. Totals		\$	\$	114,741	\$ 28,686	143,427

# SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1) Program Operations	(2) TTA	(3)	(4)	
a. Personnel	\$ 0	\$ 0	\$	\$	0
b. Fringe Benefits	114,741	0			114,741
c. Travel	0	0			0
d. Equipment	0	0			0
e. Supplies	0	0			0
f. Contractual	0	0			0
g. Construction	0	0			0
h. Other	0	0			0
i. Total Direct Charges (sum of 6a-6h)	114,741	0		\$	114,741
j. Indirect Charges	0	0		\$	0
k. TOTALS (sum of 6i and 6j)	\$ 114,741	\$ 0	\$	\$	114,741
7. Program Income	\$	\$	\$	\$	\$

SECTION C - NON-FEDERAL RESOURCES					
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS	
8. Program Operations	\$ 28,686	\$	\$	\$	28,686
9. TTA					0
10.					
11.					
12. TOTAL (sum of lines 8-11)	\$ 28,686	\$ 0	\$ 0	\$	28,686
SECTION D - FORECASTED CASH NEEDS					
	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$ 114,741	\$ 28,685	\$ 28,685	\$ 28,685	\$ 28,685
14. Non-Federal	\$ 28,686	\$ 7,171	\$ 7,171	\$ 7,172	\$ 7,172
15. TOTAL (sum of lines 13 and 14)	\$ 143,427	\$ 35,856	\$ 35,856	\$ 35,857	\$ 35,858
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:					



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 type="checkbox"/> Continuation <input checked="" type="checkbox"/> Revision		
<b>* If Revision, select appropriate letter(s):</b> <input type="text"/> <b>* Other (Specify):</b> <input type="text"/>		
<b>* 3. Date Received:</b> <input type="text"/>		<b>4. Applicant Identifier:</b> 09CH011763-001
<b>5a. Federal Entity Identifier:</b> N/A		<b>5b. Federal Award Identifier:</b> 09CH011763
<b>State Use Only:</b>		
<b>6. Date Received by State:</b> <input type="text"/>		<b>7. State Application Identifier:</b> <input type="text"/>
<b>8. APPLICANT INFORMATION:</b>		
<b>* a. Legal Name:</b> Elk Grove Unified School District		
<b>* b. Employer/Taxpayer Identification Number (EIN/TIN):</b> 94-6002501		<b>* c. UEI:</b> <input type="text"/>
<b>d. Address:</b>		
<b>* Street1:</b> 9510 Elk Grove Florin Rd		
<b>Street2:</b> Ste 211		
<b>* City:</b> Elk Grove		
<b>County/Parish:</b> Sacramento County		
<b>* State:</b> CA: California		
<b>Province:</b> <input type="text"/>		
<b>* Country:</b> USA: UNITED STATES		
<b>* Zip / Postal Code:</b> 95624-1801		
<b>e. Organizational Unit:</b>		
<b>Department Name:</b> Early Childhood Education		<b>Division Name:</b> Pre K-6 Education
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>		
<b>Prefix:</b> Dr.		<b>* First Name:</b> Tabitha
<b>Middle Name:</b> E.		
<b>* Last Name:</b> Thompson		
<b>Suffix:</b> LCSW		
<b>Title:</b> Director, PreK-6 Education		
<b>Organizational Affiliation:</b> <input type="text"/>		
<b>* Telephone Number:</b> (916) 686-7595		<b>Fax Number:</b> (916) 686-7718
<b>* Email:</b> tethomps@egusd.net		

**Application for Federal Assistance SF-424**

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

Independent School District

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

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

ACF-Head Start

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

93.600

CFDA Title:

Head Start

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

eGrants-N/A

\* Title:

N/A

**13. Competition Identification Number:**

Not Applicable

Title:

Not Applicable

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

Elk Grove, CA and Sacramento, CA

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

Head Start Application 2022-23 "Year 3 of 4"

Attach supporting documents as specified in agency instructions.

**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="114,741"/>
* b. Applicant	<input type="text" value="28,686"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text" value="0"/>
* f. Program Income	<input type="text"/>
* g. TOTAL	<input type="text" value="143,427"/>

**\* 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 ☒ NoIf "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 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:  \* First Name:

Middle Name:

\* Last Name:

Suffix:

\* Title: \* Telephone Number:  Fax Number: \* Email: \* Signature of Authorized Representative:  \* Date Signed:

**Elk Grove Unified School District  
Head Start Program  
Budget Narrative - Cost of Living Adjustment (COLA)  
and Quality Improvement (QI)  
2022 – 2023**

**Cost of Living Adjustment (\$89,401)  
Quality Improvement (\$25,340)**

Cost of Living Adjustments (COLA) and Quality Improvement funds will be used to address increases in District fringe rates as follows:

**Fringe Benefits (\$114,741)**

Benefits are calculated based upon each employee's salary and include retirement benefits. The fiscal department projects an increase to Health and Welfare, STRS by 2.18% and PERS by 3.19%.

**Non Federal Share (\$28,686)**

Volunteers are valued at the current teacher assistant rate of \$16.19 per hour.

Parent-Child at home education activities	1,771.84 hours x \$16.19 = \$28,686
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