

**DEPARTMENT OF HEALTH AND HUMAN SERVICES
ADMINISTRATION FOR CHILDREN AND FAMILIES
NOTICE OF AWARD**

SAI NUMBER:

PMS DOCUMENT NUMBER:

| | | | | |
|--|-------------------------------|---|--|--|
| 1. AWARDING OFFICE: Office of Head Start | | 2. ASSISTANCE TYPE: Discretionary Grant | 3. AWARD NO.: 04CH010368-01-00 | 4. AMEND. NO. 0 |
| 5. TYPE OF AWARD: Service | | 6. TYPE OF ACTION: New | | 7. AWARD AUTHORITY: 42 USC 9801 ET SEQ |
| 8. BUDGET PERIOD: 07/01/2016 THRU 06/30/2017 | | 9. PROJECT PERIOD: 07/01/2016 THRU 06/30/2021 | | 10. CAT NO.: 93.600 |
| 11. RECIPIENT ORGANIZATION: Jefferson County Board of Education 3332 Newburg Rd Louisville, KY 40218-2414 Grantee Authorizing Official: David Jones , Jefferson County Board of Education Chairman | | | 12. PROJECT / PROGRAM TITLE: Jefferson County Public Schools Head Start and/or Early Head Start Grantee - Jefferson County, Kentucky | |
| 13. COUNTY: Jefferson | 14. CONGR. DIST: 03 | 15. PRINCIPAL INVESTIGATOR OR PROGRAM DIRECTOR: James Francis Director | | |
| 16. APPROVED BUDGET: | | 17. AWARD COMPUTATION: | | |
| Personnel..... \$ 8,463,497.00 | | A. NON-FEDERAL SHARE..... \$ 3,735,221.00 20% | | |
| Fringe Benefits..... \$ 3,427,783.00 | | B. FEDERAL SHARE..... \$ 14,940,884.00 80% | | |
| Travel..... \$ 24,512.00 | | 18. FEDERAL SHARE COMPUTATION: | | |
| Equipment..... \$ 0.00 | | A. TOTAL FEDERAL SHARE..... \$ 14,940,884.00 | | |
| Supplies..... \$ 531,502.00 | | B. UNOBLIGATED BALANCE FEDERAL SHARE..... \$ 0.00 | | |
| Contractual..... \$ 1,807,088.00 | | C. FED. SHARE AWARDED THIS BUDGET PERIOD...\$ 0.00 | | |
| Facilities/Construction..... \$ 0.00 | | 19. AMOUNT AWARDED THIS ACTION: | | \$ 14,940,884.00 |
| Other..... \$ 185,768.00 | | 20. FEDERAL \$ AWARDED THIS PROJECT PERIOD: | | \$ 14,940,884.00 |
| Direct Costs..... \$ 14,440,150.00 | | 21. AUTHORIZED TREATMENT OF PROGRAM INCOME: | | |
| Indirect Costs..... \$ 500,734.00 | | Additional Costs | | |
| At % of \$ | | | | |
| In Kind Contributions..... \$ 0.00 | | 22. APPLICANT EIN: 616001316 | 23. PAYEE EIN: 1616001316A4 | 24. OBJECT CLASS: 41.51 |
| Total Approved Budget..... \$ 14,940,884.00 | | | | |

25. FINANCIAL INFORMATION:

DUNS 062984430

| ORGN | DOCUMENT NO. | APPROPRIATION | CAN NO. | NEW AMT. | UNOBLIG. | NONFED % |
|------|--------------|---------------|-----------|-----------------|----------|----------|
| | 04CH01036801 | 75-16-1536 | 6-G044122 | \$11,754,393.00 | | |
| | 04CH01036801 | 75-16-1536 | 6-G044120 | \$127,637.00 | | |
| | 04CH01036801 | 75-16-1536 | 6-G044125 | \$2,987,399.00 | | |

26. REMARKS: (Continued on separate sheets)

| | | | |
|--|----------------------------|--|----------------------------|
| 27. SIGNATURE - ACF GRANTS OFFICER Ms. Cheryl Pressley | DATE: 06/22/2016 | 28. SIGNATURE(S) CERTIFYING FUND AVAILABILITY Mr. Omar Barrett | DATE: 06/21/2016 |
| 29. SIGNATURE AND TITLE - PROGRAM OFFICIAL(S) Captain Robert Bialas - Regional Program Manager | | DATE: 06/22/2016 | |

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|------|--------------|---------------|-----------|-------------|----------|---------|
| | 04CH01036801 | 75-16-1536 | 6-G044121 | \$71,455.00 | | |

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STANDARD TERMS

1. Paid by DHHS Payment Management System (PMS), see attached for payment information. This award is subject to the requirements of the HHS Grants Policy Statement (HHS GPS) that are applicable to you based on your recipient type and the purpose of this award.

This includes requirements in Parts I and II (available at <http://www.hhs.gov/grants/grants/policies-regulations/index.html>) of the HHS GPS. 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. This award is subject to requirements or limitations in any applicable Appropriations Act. This award is subject to the requirements of Section 106 (g) of the trafficking Victims Protection Act of 2000, as amended (22 U.S.C. 7104). For the full text of the award term, go to <http://www.acf.hhs.gov/discretionary-post-award-requirements>.

This award is subject to the Federal Financial Accountability and Transparency Act (FFATA or Transparency) of 2006 subaward and executive compensation reporting requirements. For the full text of the award term, go to <http://www.acf.hhs.gov/discretionary-post-award-requirements>. This award is subject to requirements as set forth in 2 CFR 25.110 Central Contractor Registration (CCR) and DATA Universal Number System (DUNS). For full text go to <http://www.acf.hhs.gov/discretionary-post-award-requirements>.

Consistent with 45 CFR 75.113, applicants and recipients must disclose in a timely manner, in writing to the HHS awarding agency, with a copy to the HHS Office of Inspector General (OIG), all information related to violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the federal award. Subrecipients must disclose, in a timely manner, in writing to the prime recipient (pass through entity) and the HHS OIG, all information related to violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the federal award. Disclosures must be sent in writing to the awarding agency and to the HHS OIG at the following addresses:

The Administration for Children and Families
U.S. Department of Health and Human Services
Office of Grants Management
ATTN: Grants Management Specialist
330 C Street, SW.,
Switzer Building
Corridor 3200
Washington, DC 20201

AND

U.S. Department of Health and Human Services
Office of Inspector General
ATTN: Mandatory Grant Disclosures, Intake Coordinator
330 Independence Avenue, SW, Cohen Building
Room 5527
Washington, DC 20201
Fax: (202) 205-0604 (Include "Mandatory Grant Disclosures" in subject line) or Email: MandatoryGranteeDisclosures@oig.hhs.gov

Failure to make required disclosures can result in any of the remedies described in 45 CFR 75.371 Remedies for noncompliance, including suspension or debarment (See 2 CFR parts 180 & 376 and 31 U.S.C. 3321).

This award is subject to the requirements as set forth in 45 CFR Part 87. This grant is subject to the requirements as set forth in 45 CFR Part 75. This award is subject to HHS regulations codified at 45 CFR 1301, 1302, 1303, 1304, 1305, 1306, 1307, 1308, 1309, and 1310. Attached are terms and conditions, reporting requirements, and payment instructions. Initial expenditure of funds by the grantee constitutes acceptance of this award.

AWARD ATTACHMENTS

Jefferson County Board of Education

04CH010368-01-00

1. Remarks

26. REMARKS (Continued from previous page)

Under Section 638 of the Head Start Act, this grant action awards Jefferson County Board of Education a project period 07/01/2016-06/30/2017 for the operation of the Head Start and Early Head Start programs in the designated service areas. This grant action awards funds under Common Accounting Numbers (CAN) G044120, G044121, G044122 and G044125 to provide Head Start services to 1,319 children and Early Head Start services to 232 infants, toddlers and pregnant women for the initial 07/01/2016-06/30/2017 budget period.

The final appropriation for the Head Start program in Fiscal Year 2016 included a cost-of-living adjustment increase of 1.8 percent, depending on final funding decisions. Additional guidance will be forthcoming on the application process for these funds. The projected annual base funding level for Head Start operations is \$11,754,393 and the training and technical assistance allocation is \$127,637. The projected annual base funding level for Early Head Start operations is \$2,987,399 and the training and technical assistance allocation is \$71,455.

Designated Head Start service area: Jefferson County

Approved program options for the Head Start program: Center-based

Designated Early Head Start service area: Jefferson County

Approved program options for the Early Head Start program: Center-based

This grant is subject to the requirements for contribution of the non-federal match and approval of key staff, the limitations on development and administrative costs and employee compensation, and prior written approval for the purchase of equipment and other capital expenditures and the purchase, construction and major renovation of facilities as specified in Attachment 1. This grant is also subject to the conditions specified in Attachment 2.

Attachment 1

Recipient Organization: Jefferson County Board of Education

This grant is subject to Section 640(b) of the Head Start Act and 45 C.F.R. § 1301.20 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. § 1301.32 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 07/01/2016-06/30/2017 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 or 45 C.F.R. § 1301.21 or a waiver of the limitation on development and administrative costs that meets the conditions under 45 C.F.R. § 1301.32(g) 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)(2)) provide the authority to ACF to approve key staff of Head Start grantees. 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 1309 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

Budget Period 01 of the Project Period

Recipient Organization: Jefferson County Board of Education

Head Start Grantees must comply with the terms and conditions for the project period award in the specified timeframes.

Health and Safety

- Conduct a screening of the health and safety environment of each center and/or family child care home where services are provided according to the following schedule, as applicable:
 - within 45 days of the start of the program or school year;
 - within 45 days of children receiving services in a new center and/or family child care home; and/or
 - within 45 calendar days of the start of the project period when the project period begins during the program or school year.See <http://eclkc.ohs.acf.hhs.gov/hslc/tta-system/operations/mang-sys/monitoring/HealthandSafety.htm>.
- Complete a certification of compliance with all Office of Head Start (OHS) health and safety requirements within 75 calendar days of the start of the program or school year, or within 75 calendar days of the start of the project period when the project period begins during the program or school year.
- Submit the certification to the OHS in the Head Start Enterprise System (HSES) under the DRS tab, NoA Conditions in the folder titled "Certification of Compliance with Health & Safety Requirements" and notify your Program and Grants Management Specialists of its availability in the Correspondence tab immediately thereafter.

Governance

- Conduct a screening of the organization's governance and leadership capacity within 60 calendar days of the start of the project period. See <http://eclkc.ohs.acf.hhs.gov/hslc/tta-system/operations/mang-sys/program-gov/GovernanceLeade.htm>.
- Complete a certification that the governance and leadership capacity screening was conducted and a training plan was developed within 75 calendar days of the start of the project period. See <http://eclkc.ohs.acf.hhs.gov/hslc/tta-system/operations/mang-sys/program-gov/Certificationof.htm>.
- Submit the certification to the OHS in HSES under the DRS tab, NoA Conditions in the folder titled "Certification of Governance and Leadership Capacity Screening" and notify your Program and Grants Management Specialists of its availability in the Correspondence tab immediately thereafter.

See <http://eclkc.ohs.acf.hhs.gov/hslc/grants/5-yr-cycle> for resources and information.