

SUB-RECIPIENT (DELEGATE AGENCY) APPLICATION FOR SUPPLEMENTAL FUNDS TO INCREASE PROGRAM HOURS FOR HEAD START & EARLY HEAD START

PROGRAM NARRATIVE

1. Identify the condition(s) by number (e.g., Condition 1, Condition 2, etc.).

Condition 4: Head Start programs operating double session variations with less than 45 percent of total center-based slots at 1,020 hours, and proposing to convert part-day, double session variations to single sessions.

Eligible grantees may apply for funding to increase their percentage of Head Start center-based slots that operate for 1,020 hours up to 45 percent or, for very small programs, one classroom (which may exceed 45 percent in total).

Condition 5: Head Start programs operating less than 45 percent of center-based slots at 1,020 hours.

Eligible grantees may apply for funding to increase their percentage of Head Start center-based slots that operate for 1,020 hours up to 45 percent or, for very small programs, one classroom (which may exceed 45 percent in total).

2. Indicate the number of children proposed to receive increased hours of service under each applicable condition.

San Jacinto USD is proposing to receive 32 slots to increase hours of service.

3. Explain the rationale for increased program hours and discuss how the proposed changes will meet the identified needs of children and families for each applicable condition.

Currently, San Jacinto USD operates 40% full-day classrooms and 60% part-day classrooms. Two full-day classrooms are at our San Jacinto site and two other full-day classrooms are at our Hyatt site. San Jacinto would like to operate above 50% of full-day classrooms by converting one of our part-day classrooms into two full-day classrooms. Having two more full-day classrooms will provide support to our working families and those who are attending school to continue their education.

4. Explain staffing increases for each applicable condition.

Staffing increase will include:

- One teacher (8 hours)
- One instructional aide (7 hours)
- One custodian (8 hours)
- One floater/rover aide (5 hours to release teachers and aides for breaks and lunch)

Note: The current part-day teacher and instructional aide will become the full-day teacher and instructional aide. We will hire another teacher and instructional aide for the other full-day classroom.

5. Identify the sites at which the services are proposed, why these sites were selected, the proposed number of classrooms, and the proposed number of children to be served for each applicable condition.

Our Hyatt Preschool site will be the propose site for additional full-day services. Currently at the Hyatt site, we have one part-day classroom that will be converted into two full-day classrooms. The number of children that will be served full-day services is 32 (16 children in each classroom).

6. Specify the timetable and dates, by site, when services will be fully implemented for each applicable condition.

For the two full-day classrooms at the Hyatt site:

- March 2019-Order start-up materials and supplies
- August 26, 2019-Class begins full-day services