



ADMINISTRATION FOR  
**CHILDREN & FAMILIES**

Office of Head Start | Region VIII | 999 18th Street, Suite 499, Denver, CO 80202 | [www.eclkc.ohs.acf.hhs.gov](http://www.eclkc.ohs.acf.hhs.gov)

FEB 26 2014

Michael Hancock  
Mayor - City and County of Denver  
City and County of Denver Mayor's Office  
201 West Colfax Avenue, Department 1101  
Denver, CO 80202

Re: Grant No. 08CH1119

Dear Mayor Hancock:

This letter provides guidance on the requirements for submission of the application to operate Head Start and/or Early Head Start programs by organizations preliminarily eligible for a non-competitive five year grant under 45 C.F.R. § 1307.7 and those organizations currently operating under a grant with a project period of five years. Funding is contingent upon the availability of federal funds and satisfactory performance by your organization under the terms and conditions of the Head Start grant in the current budget period.

Public Law 113-76, enacted January 17, 2014, increased the appropriation for the Head Start program for Fiscal Year (FY) 2014 by \$1.025 billion. The increase restores the 5.27 percent reduction from sequestration and provides all grantees with a 1.3 percent cost-of-living adjustment (COLA).

The amounts in the following table reflect the final annual funding and enrollment levels established for your organization's Head Start and/or Early Head Start grant in FY 2013 and do not reflect the amounts associated with the restoration of funds due to sequestration and the COLA adjustment. Once the final FY 2014 amounts are available in the Head Start Enterprise System (HSES), your organization must submit a supplemental grant application outlining your plans for the restoration of the cuts due to sequestration and the COLA increase.

<b>Common Accounting Number (CAN)</b>	<b>Projected Funding</b>	<b>Funded Federal Enrollment</b>
G084122 – Head Start Program Operations	\$8,275,268	1153
G084120 – Head Start Training and Technical Assistance	\$90,078	
G084125 – Early Head Start Program Operations		0
G084121 – Early Head Start Training and Technical Assistance		
<b>TOTAL</b>	<b>\$8,365,346</b>	<b>1153</b>

The funded enrollment levels in the above table reflect the number of federal Head Start children and/or Early Head Start infants, toddlers and pregnant women currently being served.

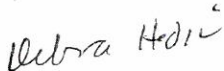
The application for funding your organization's Head Start and/or Early Head Start grant for the 7/1/2014 – 6/30/2015 budget period is due 4/1/2014, ninety days prior to the start of the budget period. The application must be prepared in accordance with the instructions in the accompanying enclosure. The instructions specify the requirements for submission of the baseline application for the first budget period of the five year project period and continuation applications in the subsequent budget periods of the project period. Your organization must complete a **continuation** application. Please review the enclosed instructions carefully prior to preparing your application. **incomplete applications will not be processed.**

### Submission Requirements

The application must be submitted electronically using the HSES at <https://hses.ohs.acf.hhs.gov/hsprograms>. The application must be submitted on behalf of the Authorized Official registered in HSES for your organization. Training materials can be found in the "Instructions" section of HSES. For further assistance, please contact [help@hsesinfo.org](mailto:help@hsesinfo.org) or 1-866-771-4737.

Please ensure the application contains all of the required information outlined in the enclosure. If you have any questions or need assistance, please contact Michelle Outlaw Stewart, Head Start Program Specialist, at (303) 844-1207 or [michelle.stewart@acf.hhs.gov](mailto:michelle.stewart@acf.hhs.gov) or Bryan Johnson, Grants Management Specialist, at (303) 844-1161 or [bryan.johnson@acf.hhs.gov](mailto:bryan.johnson@acf.hhs.gov). Thank you for your cooperation and timely submission of your grant application.


Sincerely,



Debra Hedin  
Regional Program Manager  
Office of Head Start, Region VIII

Enclosure

cc: **Lindsay Neil, Executive Director**  
Al Martinez, Head Start Director

 Office of Head Start / Head Start Enterprise System  
08CH1119

## 08CH1119 City and County of Denver Mayor's Office

### Financials

### FY 2014 Funding Increase

#### Fiscal Year 2014 Funding Amount

OHS released Program Instruction ACF-PI-HS-14-01 on February 10, 2014 regarding the FY 2014 Funding Increase. The following is the increased amount of funds available to your agency for the restoration of the operational funds reduced by sequestration and for the COLA.

Due date to submit an amended application is 04/25/2014

Program Type	Base Award Amount	TTA Award Amount	COLA Award Amount	Total Award Amount
Head Start	\$8,735,636	\$90,078	\$113,563	\$8,939,277