



ADMINISTRATION FOR
CHILDREN & FAMILIES

Office of Head Start | 330 C St., SW, 4th Floor, Washington DC 20201 | eclkc.ohs.acf.hhs.gov

January 09, 2023

Grant No. 08CH010552

Dear Head Start Grant Recipient:

An application for funding for the upcoming budget period must be submitted by April 1, 2023.

The following table reflects the annual funding and enrollment levels available to apply for:

Funding Type	Head Start	Early Head Start
Program Operations	\$12,262,679	\$619,725
Training and Technical Assistance	\$132,002	\$14,690
Total Funding		\$13,029,096

Program	Head Start	Early Head Start
Federal Funded Enrollment	1,312	32

Period of Funding: 07/01/2023 - 06/30/2024

Application Submission Requirements

The application must be prepared and submitted in accordance with the *Head Start Grant Application Instructions with Guidance, Version 3 (Application Instructions)* for a baseline application. It must be submitted on behalf of the Authorizing Official registered in the HSES.

Incomplete applications will not be processed.

Application Instructions are available on the home page of HSES. Please review the instructions carefully prior to preparing the application. Submission guidance can be found in the “Resources” section of the HSES.

Please contact Rebecca Wilson, Head Start Program Specialist, at 303-844-1199 or rebecca.wilson@acf.hhs.gov or Candice Jewell, Grants Management Specialist, at 303-844-7243 or candice.jewell@acf.hhs.gov with questions regarding the *Application Instructions*.

For assistance submitting the application in HSES, contact help@hsesinfo.org or 1-866-771-4737.

Funding is contingent upon the availability of federal funds and satisfactory performance under the terms and conditions of the current budget period.

Program Improvement (One-Time) Requests

Grant recipients encountering program improvement needs that cannot be supported by the agency budget are invited to apply for one-time funding. This funding must be applied for separately through the appropriate amendment in HSES. Program Improvement requests are prioritized and subject to funding availability. For questions regarding program improvement needs and requests, please contact the regional office.

Thank you for your cooperation and timely submission of the grant application.

Sincerely,

/Cheryl Lutz/

Cheryl Lutz
Regional Program Manager
Office of Head Start