



ADMINISTRATION FOR
CHILDREN & FAMILIES

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

January 10, 2021

Grant No. 04CH010481

Dear Head Start Grantee:

A grant application must be completed for the upcoming budget period. The application for the Head Start grant is due April 1, 2021.

The following table reflects the annual funding and enrollment levels for Fiscal Year 2021.

Funding Type	Head Start
Program Operations	\$5,282,856
Training and Technical Assistance	\$59,010
Total Funding	\$5,341,866

Program	Head Start
Federal Funded Enrollment	624

Period of Funding: 07/01/2021 - 06/30/2022

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 continuation application. It must be submitted on behalf of the Authorizing Official registered in the HSES.

The *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 "Instructions" section of the HSES.

Incomplete applications will not be processed.

Please ensure the application contains all of the required information. For additional questions or guidance regarding the application instructions, please contact Sherice Horton, Head Start Program Specialist, at 404-562-2822 or sherice.horton@acf.hhs.gov or Carol Jones, Grants Management Specialist, at 404-562-2853 or carol.jones@acf.hhs.gov.

For technical assistance in submitting the application in HSES, contact the Help Desk at 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 award, including the submission of all required financial and real property reports.

Enrollment and funding levels are subject to change prior to or during the period of funding for failure to comply with the terms and conditions of the award, including the full enrollment initiative.

Sincerely,

/Heather Wanderski/

Heather Wanderski
Regional Program Manager
Office of Head Start