Memorandum

To: Champaign County Regional Planning Commissioners
From: Brandi Granse, Early Childhood Division Director
Date: Thursday, February 20, 2020
Re: Action Item - RPC February 28, 2020 Meeting

I am recommending approval of the request for Non-Federal Share Waiver for Grant 05HP000138 for the period of 3/1/19 thru 2/28/2020.

Please contact me if you have any questions regarding these materials.
January 27, 2020

Sue Prudden, Program Support Specialist
Office of Head Start Region V
U.S. Department of Health & Human Services
233 N. Michigan Ave, Suite 280
Chicago, IL 60601-5519

RE: Non-Federal Share Waiver for Grant 05HP000138

Dear Ms. Prudden:

We request a waiver of the required 20% non-federal share for the Early Head Start Expansion grant period 3/1/19-2/28/20. Due to unanticipated circumstances including the delay in securing state regulatory approvals for our newly leased Early Childhood Center and the ongoing challenges of recruiting and securing qualified teaching staff in our area, we request your approval of our waiver request.

- Since there were delays associated with opening the new center, we were unable to begin serving children and families until October 2019. As a result, the planned in-kind volunteer contributions are significantly below the originally budgeted projections.
- The state subsidy reimbursement payments from the Child Care Assistance Program are also significantly below projections due to the delayed start-up of center-based services.

In conclusion, we request a waiver for the non-federal share in the amount of $470,930 for the operational budget and $170,120 for the start-up portion of the expansion award for a total of $641,050. We do not anticipate any future issues with securing the full amount of non-federal share during succeeding grant years. We will continue to aggressively seek sources of non-federal share during this budget period that may result in a higher proportionate share than that presented below.

<table>
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<tr>
<th>Funded</th>
<th>Amount</th>
<th>Actual</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Federal Share</td>
<td>$1,883,718</td>
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<td>Non-Federal Share</td>
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<td>Non-Federal Share Start Up</td>
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<tr>
<td>TOTAL</td>
<td>$661,050</td>
<td>TOTAL</td>
<td>$20,000</td>
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TOTAL NON-FEDERAL SHARE WAIVER $641,050
We appreciate your review of our waiver request and thank you in advance for your continued support and assistance.

Regards,

Brandi Granse
Early Childhood Division Director