

PORTLAND PUBLIC SCHOOLS HEAD START PROGRAM
CARES ACT CARRYOVER APPLICATION & BUDGET JUSTIFICATION AND NARRATIVE
FEDERAL HEAD START GRANT #10CH010719

FISCAL YEAR 2022

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Introduction

PPS Head Start received an initial award of \$261,006 in COVID Relief Funds. We have spent the majority of those funds on the following:

1. Equipment and supplies for remote delivery of learning experiences for young children and their families. This included new hardware and software for staff, as well as remote workspace equipment to successfully deliver high quality learning experiences in a virtual format.
2. Personal Protective Equipment (PPE) to enable staff to safely access their classrooms in order to deliver learning experiences remotely from school and conduct brief parent pickup/delivery of home learning materials.
3. Educational supplies for home learning kits and for teacher delivery of learning experiences.
4. Serving our families with technology support by hiring a Technology Specialist. The Technology Specialist took requests from families and staff to troubleshoot issues, offer short virtual and physically-distanced in-person learning sessions on the hardware and software we are using. The Technology Specialist is also monitoring and managing inventory of the technology. This position has continued to support staff and families after a return to in-person instruction this school year.

PPS Head Start was planning and preparing to offer a Supplemental Summer Program during the summer of 2020. These plans were suspended due to increasing rates of COVID-19 infection and hospitalization in Multnomah County, the most densely populated county in Oregon. PPS Head Start has also been thoughtful and judicious in spending these funds given the unknown future costs associated with preparing for, preventing, and responding to COVID-19. As a result, we have a remaining balance of \$46,105.47 in CARES Act funds. We are requesting a carryover of \$46,105.

PPS Head Start proposes spending the remaining funds in the following manner.

Supplies and Technology Equipment: \$44,039

The remaining amount of the carryover will be used for supplies and materials needed to continue the program's in-person instruction. A large portion of school-based learning supplies, i.e. crayons, glue sticks, youth scissors, etc., were gathered and distributed to families during CDL and regular programming. The supplies include items for students and staff to successfully deliver both CDL and in-person instruction. The program will also utilize these funds to support the establishment and improvement of our outdoor

learning spaces. This includes the installation of covered play areas, adding natural garden spaces for learning, and purchasing materials and resources supporting outdoor learning experiences. Examples include gardening tools for children, outdoor play equipment, and walking paths.

Indirect Costs: \$2066

Indirect charges are based on the final approved rate of 4.69% for the 2021/22 fiscal year. The certifying letter from the State of Oregon Department of Education is attached in the “Indirect Cost Rate Agreement” folder under the “Documents” tab on our most recent application for Federal Funds with the grant period of November 1, 2021 to October 31, 2022.