



**Portland Public Schools  
Head Start Program**

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Frances Majestic  
Regional Program Manager  
Office of Head Start  
701 5<sup>th</sup> Avenue, Suite 1600  
Seattle, WA 98104

Subject: Federal Head Start Budget Revision Request - Grant No. 10CH010719

Dear Ms. Majestic,

Portland Public Schools Head Start Governing Board has reviewed the request for the Federal Head Start Budget Revision for the grant budget period November 1, 2018 through October 31, 2019.

The signature below is confirmation the Head Start Governing Board has approved this application.

Thank you.

A handwritten signature in black ink, appearing to read 'Eileen Iskan', written over a horizontal line.

Head Start Director

A handwritten signature in black ink, written over a horizontal line. The signature is stylized and difficult to decipher.

Governing Board Chair

## Portland Public Schools Head Start Program – Budget Revision Request

The PPS Head Start Program is requesting a budget revision to use excess staffing funds to purchase playground equipment and possible installation for the Jason Lee site. Staff salaries and benefits are coming in lower than anticipated for the federal grant period ending October 31, 2019. Therefore, we would like to shift budget from the salaries and fringe category to equipment.

The estimated cost of playground equipment is: \$70,000

The estimated cost of playground installation: \$50,000