

**Education Service Center, Region 20
Head Start Program
Grant # 06CH012834
Budget Revision Request & Justification**

The program is requesting a transfer of funds within the operational budget from the Fringe Benefits, Contractual, and Other line items to Personnel, Equipment, and Supplies. There were no changes to the approved award objectives, goals, or purposes for the operational budget. This outlines the adjustments for all budget categories:

Grant Program Category	Operational Budget
Personnel	Increase by \$74,486
Fringe Benefits	Decrease by \$96,996
Travel	No Changes Requested
Equipment	Increase by \$13,800
Supplies	Increase by \$286,917
Contractual	Decrease by \$34,789
Other	Decrease by \$243,418
Indirect Charges	No Changes Requested

Detailed Explanation by Category, Operational Budget

An increase in funds within the following categories is requested due to the factors listed for each.

Personnel-\$5,092,540 total, with an increase of \$74,486

The ESC-20 Head Start Program is requesting approval to move funds to provide an additional financial contribution to the partnership school districts for teacher and teaching assistant salaries.

- Across the state, many school districts have adopted deficit budgets for the second year in a row due to no changes in funding. The program requests reallocation of this money to strengthen program partnerships and support the overall mission of hiring and retaining a high-quality workforce for our children.

Equipment- \$111,300 total, with an increase of \$13,800

The ESC-20 Head Start Program is requesting approval to reallocate funds to purchase and install a modern play structure at Hondo ISD.

- The projected cost of the playground, which included an obstacle course, safe fall-zone material, and a canopy at Meyer Elementary in Hondo ISD, fell significantly below the realized cost of \$53,335. When the updated quote was requested (spring 2025), the cost had increased. This was due to the need for an updated vendor quote and market changes in price, delivery, and installation.
- In addition to the play structure, the program was able to purchase the five school health early combo kits featuring the Spot Vision Screener and Welch Allyn OAE for Somerset Early Childhood Elementary, Natalia Early Childhood Center, John J. Ciavarra Elementary, and Menchaca Early Childhood Center.

Supplies- \$727,896 total, with an increase of \$286,917

- The ESC-20 Head Start Program is requesting approval to move funds to assist in maintaining safe outdoor play spaces by updating the rubber mulch to replace degraded materials under each play structure and to ensure compliance with safety standards at the following 12 campuses for a total cost of \$128,549:
 - Southwest ISD elementaries - Big Country, Kriewald, Medio Creek, Sun Valley, Indian Creek, Elm Creek, Southwest, and Spicewood
 - Bandera ISD - Hill Country Elementary
 - AHISD - Howard Early Childhood Center
 - Somerset ISD - Somerset Early Childhood Center
 - Natalia ISD - Natalia Early Childhood Center
- For the new modular building at John J. Ciavarra Elementary in Devine ISD, the program purchased additional storage cabinets, children's cubbies, and other items needed for the new building.

A decrease in funds within the following categories is requested due to the factors listed for each.

Fringe Benefits - \$624,486 total, with a decrease of \$96,996

- A reduction in fringe benefits is needed, since the initial calculation is based on expected percentages at the start of each financial year; however, those percentages can change throughout the budget period. These benefits are also dependent on ever-changing employee decisions regarding employer-paid insurance contributions and leave benefits. Fluctuations occur due to employer-paid insurance contributions based on plan options or changes in staff enrollment in benefit plans, as well as the amount of leave utilized throughout the year.
 - \$74,486 to personnel
 - \$13,800 to equipment
 - \$8,710 to supplies

Contractual - \$40,021 total, with a decrease of \$34,789

- The program generally identifies a significant amount of money to ensure coverage for medical and dental services for children. The program uses the Medical & Dental Services Criteria to determine whether it can pay for needed services that family insurance plans do not cover, or when the family is not eligible for insurance. The program makes every attempt to assist the family in obtaining insurance coverage, but does provide these services through medical and dental contracts within each community served. These were excess funds that were not utilized for medical and dental services.
 - \$34,789 to supplies

Other - \$573,348 total, with a decrease of \$243,418

The decrease in the Other category is due to lower-than-projected costs across several sub-areas:

- Utilities, Telephone - Money is annually placed into the utilities/telephone category to cover an event where a significant amount of hot spots would be

needed to ensure Head Start coordinated activities continue in the event of a significant need to shift to remote work or remote learning. The program experienced this when remote work became necessary, and the program now makes it a priority to allocate funds to cover this need each year.

- Building Maintenance/Repair and Other Occupancy - The program uses these funds to make improvements or safety adjustments to the outdoor play structures. Since the program has replaced all older wooden play structures with modern ones, the need for extensive maintenance is reduced. In future grant program years, the program will reduce the overall amount of money in this category to ensure safety adjustments and maintenance can be maintained, and canopies can be replaced as needed without having excess money left in this category.
- Local Travel - Reimbursement is at the approved state rate per mile. The School Readiness Coaches and Health, Dental & Nutrition Facilitators make weekly visits to the campuses. Family Services Associates and classroom staff make at least two home visits, more as needed. Other staff members travel to various destinations throughout the program for training, monitoring, and campus-based interactions. None of the above services were interrupted, but the program monitors travel and provides approval as travel is submitted for reimbursement. The program did not utilize all of these funds.
- Nutrition Services- The Head Start program reimburses school districts for providing a daily snack to children. The Head Start program allocates enough funds in this category to cover all snack reimbursements, but often excess funds remain.
- Subscriptions - These estimates are collected before program funds become available and reflect the costs that may be needed to cover the services. Teaching Strategies GOLD is an assessment tool that all participating sites have historically utilized. This year, many sites opted to use the CIRCLE Progress Monitoring assessment, offered at no cost by the state. This saved a significant amount of funds that would have been used for the assessment.
 - \$243,418 to supplies

Non-Federal Resources

Non-federal match funds to support this grant are not affected by any category increase or decrease.

Governing Body Approval

Both governing bodies —the ESC-20 Board and Policy Council —will review this information, and committee decisions will be uploaded.