



_____ May 16, 2024

Agenda Item# 13.1k

_____ Request to

REQUEST FOR PROGRAM APPROACH CHANGE AND/OR BUDGET MODIFICATION

Delegate/Partner: Sacramento Citv Unified School Di

Funding Source: Head Start Early Head Start Both

Agreement Nu 23C5551S0

Date: 05/07/2024

I. I/We are requesting the following exhibit(s), attached to the agreement contract referenced above, be modified:

Please check the type of request(s):

- Program Options
- Budget Modification (changing the dollar amount between cost categories)

Does this involve the purchase of a fixed asset? Yes No

(ACF approval required for all fixed asset purchases)

Will the project be over \$250,000? Yes No

(1303 Facilities Renovation/Repair Application will be required)

Budget Carryover
 From Program Year: _____ to Program Year _____
 (Requires ACF approval)

Change in service days / Calendar Change

Change in Centers / Temporary Closure

Class-size Waiver Request (to enroll up to 24 children in a class(es)
 (Requires ACF approval)

One-time Health and Safety Program Improvement Funding Request (pending available funds)

Other:

II. Please identify what is in the original agreement and describe the change being requested.

REQUEST FOR PROGRAM APPROACH CHANGE AND/OR BUDGET MODIFICATION

.(Continued)

III. The requested changes are justified based on the following:

SCUSD has reviewed the current cost allocation and requesting a 50%-50% due to the amount of requirements for each funding. In addition, all employees received a salary increase that was determined by the District and Labor Partners.

IV. For a Budget Modification – Please complete this section if: 1) there are revisions in the budget as a result of the program approach change or 2) the request is specific to a Budget Modification.

NOTE: A Budget Narrative is required to be submitted with the updated Budget Worksheet

Program Year 2023-2024

Grant #: 09CH011763

Cost Category/Item Description	Current Budget	Budget Modification	Updated Budget
Personnel	\$2,913,474.00	\$690,000.00	\$3,603,474.00
Fringe Benefits	\$2,490,368.00	\$(690,000.00)	\$2,490,368.00
Travel	\$21,026.00		\$21,026.00
Equipment	\$189,396.00		\$189,396.00
Supplies	\$978,542.06		\$288,542.06
Contractual	\$227,650.94		\$0.00
Construction	\$0.00		\$0.00
Other	\$390,376.00		\$390,376.00
Indirect			\$227,650.94
TOTAL	\$7,210,833.00	\$0.00	\$7,210,833.00

APPROVED BY GRANTEE:

DATE: _____

(Karen Griffith, Head Start Deputy Director)

For Internal Use Only

Date Received:

(~~Melanie Mirelar~~)

Date Approved:

CFS Program Officer/Administration)

Date Approved:

(Victor Han, Fiscal Manager)