



Committee of the Whole

Cynthia Foley

Council Initiated:

Yes

No

ECAF: 2024-2099

Motion: 24-366

Type:

- Contract
- Board Appt.
- Code Amendment
- Budget Action
- Other

Requested Handling:

- Normal
- Expedite – 9/18
- Urgent

Fund Source:

- General Fund
- Other
- N/A

Executive Rec:

- Approve
- Do Not Approve
- N/A

Approved as to

Form:

- Yes
- No
- N/A

Subject: Snohomish County Early Head Start Baseline Application for FY 2025

Scope: The Human Services Department is seeking Council approval for the Early Head Start grant application. Fiscal Year 2025 is considered the first year of five-year award period. Council approval of the application is required pursuant to Head Start Act 642(c)(1)¹.

Match is largely provided through in-kind contributions from the use of facilities and volunteer time spent on the advisory bodies that inform the program. Additionally, an Infant Toddler Specialist position is funded using CDMH sales tax dollars in the amount of \$70,646 in salary and \$31,670 in benefits.

The FY 2025 application includes:

- **Section I and II Narratives** - Describes program goals and planned outcomes, the approach to service delivery, health screenings and consultations offered; and the budget justification narrative.
- **Budget Workbook** - Planned spending in a spreadsheet format.
- **The 2023 Early Learning Annual Report** - Program performance statistics and connections between early learning programs.
- **August 2024 Self-Assessment** - A report showing results from the Family Outcomes Survey and highlighting areas of strength (family well-being, parent-child relationships, family connections to peers and community, families as advocates and leaders) and areas for improvement (improving family economic well-being, equity and inclusion, increasing mental health support, and supporting pregnancy and the postpartum period).
- **Selection Criteria** - Shows income and other program eligibility criteria.
- **Training and Technical Assistance Plan** - Staff training for improving skills in supporting children with disabilities, infant mental health, supporting emotional skills in children, promoting maternal health and other topics.

Duration: The 5-year application period ends on December 31, 2029. The funding amount is for the first program year in the application cycle – running from January 1, 2025, through December 31, 2025. The EHS grant is renewable annually.

Fiscal Impact: Current Year Future Year N/A

Expenditures	Current Year	2025	2026	2027	2028	Total
Fund 124 - EHS Admin		\$152,262.00				\$152,262.00

¹ [Sec. 642 Powers and Functions of Head Start Agencies | ECLKC \(hhs.gov\)](#)

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Fund 124 - EHS Operations		\$1,350,828.00				\$1,350,828.00
Totals	0	\$1,503,090.00	0	0	0	\$1,503,090.00

Revenue	Current Year	2025	2026	2027	2028	Total
Fund 124 - EHS Admin		\$152,262.00				\$152,262.00
Fund 124 - EHS Operations		\$1,350,828.00				\$1,350,828.00
Totals	0	\$1,503,090.00	0	0	0	\$1,503,090.00

Authority Granted: Motion 24-366 approves the Early Head Start application and authorizes the Snohomish County Council Chair to sign the application for January 1, 2025, through December 31, 2025, for the maximum amount of \$1,503,090.

Background: Snohomish County Early Head Start (EHS) serves families from pregnancy until children reach age three. The program provides weekly 90-minute home visits to nurture the child-parent relationship. In 2023, the Snohomish County Early Head Start program served 82 children on average per month and 99 children throughout the year.

On December 13, 2023, Council passed Motion 23-538², approving Amendment #1 to the 2024 Early Head Start grant award from the Department of Health and Human Services Office of Head Start. The amendment allowed unspent funds from FY 2022 to be released to the County to address areas of non-compliance identified in a Federal monitoring report that are related to the use of data for continuous improvement, the provision of educational staff coaching, and program oversight.

On July 24, 2024, Council passed Motion 24-289³ renaming the Early Head Start Governance Advisory Committee and approving changes to Committee membership.

Requested Action: Consider taking action on Motion 24-366.

² [Snohomish County Council - File #: 2023-1425 \(legistar.com\)](#)

³ [Snohomish County Council - File #: 2024-1522 \(legistar.com\)](#)