



City of Oakland

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June 1, 2016

Dear Head Start/Early Head Start Staff,

This letter is written to provide you with an update on the competitive grant application we submitted in December, 2015. We had hoped to have more information to share by now, but are still in confidential negotiations with the federal government.

First, we would like to thank you for your patience and understanding over the past year. We acknowledge that this process of transitioning from an annual grant renewal to a five year Project Period has placed a strain on staff, and created a level of uncertainty about the program's future plans.

The application submitted was for the full amount of our current funding, and we are anticipating receiving 86% of the grant amount requested. There is another agency that is also in negotiations for the remaining 14% of grant funding who will serve families in Oakland. The reduction in funding is approximately \$2.6 million, and will require the closure of a few centers, and have corresponding staff impacts. We wanted to communicate with everyone prior to your summer unpaid leave status because we will not receive a Notice of Award until mid-June. At that time, a communication will be sent to every employee.

As mentioned in previous communications, the application submitted addresses the major shift the Office of Head Start is requiring programs make to enhance program quality. To be in alignment with the newly proposed Head Start Performance Standards, the application included the following key elements:

- A continuum of care, 0-5 program that offers a higher dosage, by shifting from part-day to full-day services
- Conversion of a large portion of Head Start slots to Early Head Start
- Smaller class sizes
- Embedded continuous improvement to support enhanced quality teacher-child interactions and ensure positive child outcomes
- A change in the organizational structure to ensure efficiency and accountability

Head Start/Early Head Start Staff

June 1, 2015

Page 2

Thank you for your commitment to the program, the community, and the children and families we are so fortunate to be serving. We appreciate each one of you, and your contribution to the program's success.

Sincerely,



Sara Bedford
Director, HSD



Usana Hopkins

Manager, Oakland Head Start/EHS