



# Department of Health and Human Services

## Administration for Children and Families

### Notice of Award

Award# 02CH011434-03-00

FAIN# 02CH011434

Federal Award Date: 02/17/2022

#### Recipient Information

##### 1. Recipient Name

Washington County Economic Opportunity Council,  
Inc  
383 Broadway  
Fort Edward, NY 12828-1001  
(518) 747-2816

##### 2. Congressional District of Recipient

21

##### 3. Payment System Identifier (ID)

1141494402A1

##### 4. Employer Identification Number (EIN)

141494402

##### 5. Data Universal Numbering System (DUNS)

162505044

##### 6. Recipient's Unique Entity Identifier

##### 7. Project Director or Principal Investigator

Mrs. Patricia Salvarezza  
Head Start Director  
patricia.salvarezza@leapservices.org  
(518) 747-2816 x202

##### 8. Authorized Official

Mr. Jeffery Meyer Esq  
Chairperson, Board of Directors  
chairman@leapservices.org  
(518) 668-2199

#### Federal Agency Information

ACF/OHS Region II Grants Office

##### 9. Awarding Agency Contact Information

Stefanie Gordon  
Acting Director of School Readiness Grants  
stefanie.gordon@acf.hhs.gov  
(646) 905-8061

##### 10. Program Official Contact Information

Ms. Carolyn S Baker  
Regional Program Manager  
Office of Head Start - Region 2  
carolyn.baker@acf.hhs.gov  
646-905-8145

#### Federal Award Information

##### 11. Award Number

02CH011434-03-00

##### 12. Unique Federal Award Identification Number (FAIN)

02CH011434

##### 13. Statutory Authority

42 USC 9801 ET SEQ.

##### 14. Federal Award Project Title

Head Start and Early Head Start

##### 15. Assistance Listing Number

93.600

##### 16. Assistance Listing Program Title

Head Start

##### 17. Award Action Type

Non-Competing Continuation

##### 18. Is the Award R&D?

No

#### Summary Federal Award Financial Information

19. Budget Period Start Date 04/01/2022 - End Date 03/31/2023

20. Total Amount of Federal Funds Obligated by this Action \$2,313,724.00

20a. Direct Cost Amount \$2,313,724.00

20b. Indirect Cost Amount \$0.00

21. Authorized Carryover \$0.00

22. Offset \$0.00

23. Total Amount of Federal Funds Obligated this budget period \$0.00

24. Total Approved Cost Sharing or Matching, where applicable \$578,431.00

25. Total Federal and Non-Federal Approved this Budget Period \$2,892,155.00

26. Project Period Start Date 04/01/2020 - End Date 03/31/2025

27. Total Amount of the Federal Award including Approved  
Cost Sharing or Matching this Project Period Not Available

##### 28. Authorized Treatment of Program Income

Additional Costs

##### 29. Grants Management Officer - Signature

Stefanie Gordon  
Acting Director of School Readiness Grants

#### 30. Remarks

**Recipient Information****Recipient Name**

Washington County Economic Opportunity Council,  
Inc  
383 Broadway  
Fort Edward, NY 12828-1001  
(518) 747-2816

**Congressional District of Recipient**

21

**Payment Account Number and Type**

1141494402A1

**Employer Identification Number (EIN)**

141494402

**Data Universal Numbering System (DUNS)**

162505044

**Recipient's Unique Entity Identifier****31. Assistance Type**

Project Grant

**32. Type of Award**

Service

**33. Approved Budget**

(Excludes Direct Assistance)

I. Financial Assistance from the Federal Awarding Agency Only

II. Total project costs including grant funds and all other financial participation

a. Salaries and Wages	\$1,575,525.00
b. Fringe Benefits	\$397,925.00
c. Total Personnel Costs	\$1,973,450.00
d. Equipment	\$33,151.00
e. Supplies	\$39,500.00
f. Travel	\$3,890.00
g. Construction	\$0.00
h. Other	\$235,462.00
i. Contractual	\$28,271.00
j. TOTAL DIRECT COSTS	\$2,313,724.00
k. INDIRECT COSTS	\$0.00
l. TOTAL APPROVED BUDGET	\$2,313,724.00
m. Federal Share	\$2,313,724.00
n. Non-Federal Share	\$578,431.00

**34. Accounting Classification Codes**

FY-ACCOUNT NO.	DOCUMENT NO.	ADMINISTRATIVE CODE	OBJECT CLASS	AMT ACTION FINANCIAL ASSISTANCE	APPROPRIATION
2-G024122	02CH01143403	ACFOHS	41.51	\$2,281,208.00	75-22-1536
2-G024120	02CH01143403	ACFOHS	41.51	\$13,270.00	75-22-1536
2-G024121	02CH01143403	ACFOHS	41.51	\$19,246.00	75-22-1536



### 35. Terms And Conditions

#### STANDARD TERMS

1. Paid by DHHS Payment Management System (PMS), see attached for payment information. This award is subject to the requirements of the HHS Grants Policy Statement (HHS GPS) that are applicable to you based on your recipient type and the purpose of this award.

This includes requirements in Parts I and II (available at <http://www.hhs.gov/grants/grants/policies-regulations/index.html>) of the HHS GPS. Although consistent with the HHS GPS, any applicable statutory or regulatory requirements, including 45 CFR Part 75, directly apply to this award apart from any coverage in the HHS GPS. This award is subject to requirements or limitations in any applicable Appropriations Act. This award is subject to the requirements of Section 106 (g) of the trafficking Victims Protection Act of 2000, as amended (22 U.S.C. 7104). For the full text of the award term, go to <http://www.acf.hhs.gov/discretionary-post-award-requirements>

This award is subject to the Federal Financial Accountability and Transparency Act (FFATA or Transparency) of 2006 subaward and executive compensation reporting requirements. For the full text of the award term, go to <http://www.acf.hhs.gov/discretionary-post-award-requirements>. This award is subject to requirements as set forth in 2 CFR 25.110 Central Contractor Registration (CCR) and DATA Universal Number System (DUNS). For full text go to <http://www.acf.hhs.gov/discretionary-post-award-requirements>

Consistent with 45 CFR 75.113, applicants and recipients must disclose in a timely manner, in writing to the HHS awarding agency, with a copy to the HHS Office of Inspector General (OIG), all information related to violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the federal award. Subrecipients must disclose, in a timely manner, in writing to the prime recipient (pass through entity) and the HHS OIG, all information related to violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the federal award. Disclosures must be sent in writing to the awarding agency and to the HHS OIG at the following addresses:  
The Administration for Children and Families U.S. Department of Health and Human Services Office of Grants Management ATTN: Grants Management Specialist 330 C Street, SW., Switzer Building Corridor 3200 Washington, DC 20201 AND  
U.S. Department of Health and Human Services Office of Inspector General ATTN: Mandatory Grant Disclosures, Intake Coordinator 330 Independence Avenue, SW, Cohen Building Room 5527 Washington, DC 20201 Fax: (202) 205-0604 (Include "Mandatory Grant Disclosures" in subject line) or Email: [MandatoryGranteeDisclosures@oig.hhs.gov](mailto:MandatoryGranteeDisclosures@oig.hhs.gov)  
Failure to make required disclosures can result in any of the remedies described in 45 CFR 75.371 Remedies for noncompliance, including suspension or debarment (See 2 CFR parts 180 & 376 and 31 U.S.C. 3321).

This award is subject to the requirements as set forth in 45 CFR Part 87. This award is subject to HHS regulations codified at 45 CFR Chapter XIII, Parts 1301, 1302, 1303, 1304 and 1305. Attached are terms and conditions, reporting requirements, and payment instructions. Initial expenditure of funds by the grantee constitutes acceptance of this award.

Recipients must act in compliance with the requirements of this grant and applicable Federal statutes, regulations, and policies as included in the Compendium of Program Instructions and Information Memoranda.

## AWARD ATTACHMENTS

Washington County Economic Opportunity Council, Inc

02CH011434-03-00

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1. OHS Non-Competing Continuation Remarks

### **30. REMARKS (Continued from previous page)**

This action awards partial funds for the 04/01/2022-03/31/2023 budget period.

The projected annual funding levels based on the application submitted for this period are \$2,881,798 for Head Start operations; \$1,680,617 for Early Head Start operations; \$26,539 for Head Start training and technical assistance; and \$38,491 for Early Head Start training and technical assistance. Subject to availability of a Fiscal Year 2022 appropriation, the balance of funds will be awarded at a later date.

Head Start population: 223 children.

Designated Head Start service area(s): Washington County, NY.

Approved program option(s) for the Head Start program: Center-based, Home-based.

Early Head Start population: 118 infants, toddlers, and pregnant women.

Designated Early Head Start service area(s): Washington County, NY.

Approved program option(s) for the Early Head Start program: Center-based, Home-based.

This grant is subject to the requirements included in Attachment 1.

## **Attachment 1**

**Award Number: 02CH011434/03**

**Recipient Organization: WASHINGTON COUNTY ECONOMIC OPPORTUNITY COUNCIL, INC.**

This grant is subject to Section 640(b) of the Head Start Act and 45 C.F.R. § 1303.4 requiring a non-federal match of 20 percent of the total cost of the program. This grant is also subject to the requirements in Section 644(b) of the Head Start Act and 45 C.F.R. § 1303.5 limiting development and administrative costs to a maximum of 15 percent of the total costs of the program, including the non-federal match contribution of such costs. The requirements for a non-federal match of 20 percent and the limitation of 15 percent for development and administrative costs apply to the 04/01/2022-03/31/2023 budget period unless a waiver is approved. Any request for a waiver of the non-federal match, or a portion thereof, that meets the conditions under Section 640(b)(1)-(5) of the Head Start Act and 45 C.F.R. § 1303.4 or a waiver of the limitation on development and administrative costs that meets the conditions under 45 C.F.R. § 1303.5 must be submitted in advance of the end of the budget period. Any waiver request submitted after the expiration of the project period will not be considered.

The HHS Uniform Administrative Requirements (see 45 C.F.R. § 75.308(c)(1)(ii)) provide the authority to ACF to approve key staff of Head Start grantees. For the purposes of this grant, key staff is defined as the Head Start Director or person carrying out the duties of the Head Start Director if not under that title and the Chief Executive Officer, Executive Director and/or Chief Fiscal Officer if any of those positions is funded, either directly or through indirect cost recovery, more than 50 percent with Head Start funds.

Section 653 of the Head Start Act prohibits the use of any federal funds, including Head Start grant funds, to pay any portion of the compensation of an individual employed by a Head Start agency if that individual's compensation exceeds the rate payable for Level II of the Executive Schedule.

Prior written approval must be obtained for the purchase of equipment and other capital expenditures as described in 45 C.F.R. § 75.439(a). Prior written approval must also be obtained under 45 C.F.R. § 75.439(b)(3) and 45 C.F.R. Part 1303 Subpart E - Facilities to use Head Start grant funds for the initial or ongoing purchase, construction and major renovation of facilities. No Head Start grant funds may be used toward the payment of one-time expenses, principal and interest for the acquisition, construction or major renovation of a facility without prior written approval of the Administration for Children and Families.