

Area: Program Governance

Subject: PG05 – Policy Groups and Funding Applications and Amendments

Reference: 1304.50(d)-(d)(1)(i)

Policy: Central California Migrant Head Start Policy Council (CCMHSPC), the Stanislaus Head Start Policy Council (SHSPC), shall approve and submit applications for funding and amendments to applications for funding to the relevant Governing Body for final approval.

Procedure:

1. The Policy Council will participate in the development of refunding applications as outlined in the Planning Calendar. They will participate in funding applications as such opportunities arise.
2. The Policy Council will review completed applications as scheduled in the Planning Calendar and will approve and submit, to the relevant Governing Body for final approval.
3. If the Policy Council does not approve any funding, refunding or amendment to funding applications after participation in its development, the disapproval must be documented in the meeting minutes. The Policy Council must draft a letter to the Office of Head Start indicating why they do not approve of the application and submit it to the Grantee within two days of the disapproval.
4. After receipt of the disapproval letter, the Grantee will initiate the impasse procedures.
5. If resolution is not reached within five working days before the application due date, the Grantee will submit the application to the Office of Head Start along with the disapproval letter from the Policy Council.

Supervised by: Director II

Performed by: Family & Community Services Supervisor

Forms Needed: N/A

Frequency: Annually, as needed