



# ADMINISTRATION FOR CHILDREN & FAMILIES

Office of Head Start | 330 C St., SW, 4th Floor, Washington DC 20201 | [headstart.gov](http://headstart.gov)

September 09, 2025

Grant No. 01CH013066

Dear Head Start Grant Recipient:

Your funding application for the upcoming budget period must be submitted by December 1, 2025. The following table reflects the annual funding and enrollment levels available to apply for:

**Period of Funding: 03/01/2026 - 02/28/2027**

Annual Funding	Head Start	Early Head Start
Program Operations	\$3,655,340	\$1,795,613
Training and Technical Assistance	\$34,181	\$34,093
<b>Total Funding</b>		<b>\$5,519,227</b>

Enrollment Levels	Head Start	Early Head Start
Federal Funded Enrollment	191	98

In addition to the funded federal enrollment in the above table, State and/or local sources of funds support services to 9 Head Start children.

## Application Submission Requirements

The application must be prepared and submitted in accordance with the Head Start Grant Application Instructions with Guidance, Version 4.0 (Application Instructions) for a continuation application. It must be submitted on behalf of the Authorizing Official registered in HSES. Incomplete applications will not be processed.

Application Instructions are available on the homepage and in the 'Resources' section of HSES. Please review the instructions carefully prior to preparing the application.

Funding is contingent upon the availability of federal funds and satisfactory performance under the terms and conditions of the Head Start award. Annual funding levels are subject to change because of Congressional action or program performance and may result in additional funding guidance from the Office of Head Start.

## One-time Program Improvement or Health and Safety Requests

Grant recipients encountering program improvement needs that cannot be supported by the agency budgets or other resources are invited to apply for one-time funding. This funding must be applied for separately through the Supplement or Supplement-Facilities 1303 amendment type in HSES. Please select the appropriate amendment based on the description.

Requests generally include but are not limited to:

- Facility projects (construction, purchase, or major renovations requiring 1303 applications)
- Minor repairs and enhancements
- Playground installations or upgrades
- Funding to support transportation needs with investments in buses or other vehicles necessary to operate the program
- Security and surveillance investments to assure maximum safety of children

Requests are prioritized and funded based on funding availability and may require additional time before a final decision.

For questions regarding application instructions or program improvement needs and requests, please use HSES Correspondence. For assistance submitting the application in HSES, contact [help@hsesinfo.org](mailto:help@hsesinfo.org) or 1-866-771-4737.

Thank you for your cooperation and timely submission of the grant application.

Sincerely,

Office of Head Start