

**Head Start and Early Head Start Grantee – Orleans Parish, Louisiana
HHS-2014-ACF-OHS-CH-R06-0735**

The following questions have been received as of September 27, 2013. The answers have been provided by the Office of Head Start.

Question: I attended the Community Conversation meeting in New Orleans on September 5, 2013. We were given a hard copy of the PowerPoint presentation that outlined the evaluation criteria. The presentation contained hyperlinks to resources in ECLKC for the evaluation criteria. I am attempting to locate this presentation in the Applicant Support Toolkit in order to utilize the hyperlinks, but cannot locate it. I was hoping to be referred to where this might be located.

Response: The PowerPoint presentation that was provided at the New Orleans Community Conversation meeting is not available in the Applicant Support Toolkit. The evaluation criteria, however is accessible via the Applicant Support Toolkit along with additional hyperlinks in ECLKC to Head Start Resources– <http://eclkc.ohs.acf.hhs.gov/hslc/hs/grants/grant-toolkit/understanding.html>

Question: In reference to geographic location, do we need to specify certain neighborhoods of New Orleans or do we need to identify why New Orleans, as a whole, is worthy of the funds?

Response: The funding opportunity announcement (FOA) is for Orleans Parish, Louisiana. Applicants must specify where they are proposing to provide services within this larger geographic area. Applicants may propose to serve certain neighborhoods, zip codes, or street boundaries or you may wish to serve the entire Orleans Parish area. Applicants are encouraged to visit the current grantee profile to view locations where Head Start and Early Head Start services are currently provided with this funding: <https://www.acf.hhs.gov/programs/ohs.funding>.

Question: What is the exact difference between a partner agency and a delegate agency? For the centers who will house some of the EHS and HS spots that will be managed by us under this grant, are they partners or delegates? I have looked up the definitions but can't seem to find a clear answer.

Response: A delegate agency has been allocated part, or all of the grantee's responsibilities of running a Head Start and/or Early Head Start program. The grantee is held responsible for all that the delegate does in connection with the delegated portion of the program. The delegate agency must have a governing body. A partner agency does not have to have a governing body. (Head Start Standard 45 CFR 1304.52(a)(1))

Question: Is it appropriate for delegate (or partner) centers to partner with more than one grantee? Do delegates (or partners) have to pull out of an MOU if they have partnered with 2 centers? If so, has this caused a problem in the past given that we have only a couple of months, if we receive the grant, to start up classrooms? Can one center be operating with a certain number of children from one grantee, and a certain number of children from another grantee?

Response: An agency may serve as a delegate or partner agency to more than one grantee, given that they have the capacity and they properly segregate funds in order to allocate them to the correct grant. ACF does not stipulate the number of memoranda of understanding a delegate or partner may have. Applicants should use their best judgment in determining whether they are able to meet the requirements contained in the funding opportunity announcement by using a delegate or a partner.

Question: Does each center that we will be partnering with need to have a DUNS number?

Response: The funding opportunity announcement states in *Section V.2. Review and Selection Process* that “No grant award will be made to an applicant or sub-recipient that does not have a DUNS number (www.dbn.com) and an active registration at SAM (www.sam.gov).” Please see *Section III.3.* for more information on this requirement. If a partner agency does not act as a “pass through” for federal funds, then this requirement does not apply. Applicants should use their best judgment in determining the applicability of this requirement to their delegate and partner agencies.