

**Adams County Head Start
Cost of Living Adjustment Supplemental Application**

Program Narrative

Adams County Head Start (ACHS) is requesting additional funds for a Cost of Living Adjustment (COLA). The program is applying for the eligible amount of \$37,017 available through the funding allocated for the 1.0% COLA. This funding will result in a permanent salary increase for ACHS employees and will help offset an increase in leasing costs. This will help ACHS attract and retain qualified staff and maintain high quality services in Adams County communities.

Cost of Living Adjustment

ACHS employees will receive at least a 1% salary increase in the 2017 program year. ACHS anticipates higher cost expenses for leasing classrooms displaced from Adams School District 50. ACHS was not incurring leasing costs through this collaboration. Now that ACHS must relocate these two classrooms, the program needs to cover the leasing cost, utility costs and building maintenance. A portion from the available COLA funds will offset the unplanned costs to lease two additional classrooms in a different location and will also help offset a small portion of the Colorado Preschool Program funds that will not be available during the 2017 – 2018 program year as ACHS transitions to all full day classrooms.

Budget Narrative

Operating Costs

ACHS will utilize the COLA award to permanently fund the increases in employee salaries, benefits, and to offset the operating cost of leasing two classrooms. Approximately

76.4% (\$28,281) of the awarded COLA funding will be allocated to employee salaries, 13.4% (\$4,960) toward benefits and 10.2% (\$3,776) to offset higher operating expenses.

Non-Federal Share or In-kind

The COLA federal funds will be matched in the amount of \$9,254 by local in-kind support.