



EMPOWERING PEOPLE TO THRIVE | EST. 1968

Carolyn D. Brown, Executive Director

May 23, 2022

Stefanie Gordon, Regional Grants Management Officer
Department of Health and Human Services
Administration for Children and Families
26 Federal Plaza
Suite 4114
New York, New York 10278

RE: Grant No. 02HE000125
Approval of American Rescue Plan Budget Revision

Dear Ms. Gordon:

The Board of Directors of PEACE, Inc. has reviewed and approved the proposed the budget revision for the Head Start / Early Head Start program's American Rescue Plan funds.

Sincerely,

David A. Scharoun
President
PEACE, Inc.
Board of Directors

American Rescue Plan Budget Revision

Our Head Start program will offer summer programming in 2022. We use our American Rescue Plan (ARP) funds to cover all cost associated with providing summer programming. The initial ARP budget did not account for providing summer programming in 2022 because when we submitted the budget we did not know how much it would cost to provide summer programming.

We will need to adjust the following budget categories:

\$230,000 – to increase personnel budget category

\$20,700 – to increase fringe benefit budget category

\$55,200 – to increase indirect budget category

(\$100,000) – to decrease supplies budget category

(\$205,900) – to decrease “other” budget category (building maintenance supplies)

Details:

Summer programming will be offered from Monday June 27th to Friday August 12th for 60 Head Start children. Summer programming will be held at our Merrick, Sumner and James St sites. Staff will receive an additional \$300 per week during the summer program. Transportation will be provided.

Budget Overview

<u>Object Class Categories</u>	<u>Current Budget</u>	<u>Adjustment needed for 2022 Summer Programming</u>	<u>Budget Revision for 2022 Summer Programming</u>
a. Personnel	315,000.00	230,000.00	545,000.00
b. Fringe Benefits	35,380.00	20,700.00	56,080.00
c. Travel	-		-
d. Equipment			-
e. Supplies	290,293.00	(100,000.00)	190,293.00
f. Contractual	35,000.00		35,000.00
g. Construction	-		-
h. Other	496,677.00	(205,900.00)	290,777.00
i. Total Direct Charges (sum of a-h)	1,172,350.00	(55,200.00)	1,117,150.00
j. Indirect Charges	75,600.00	55,200.00	130,800.00
k. TOTALS (sum of i and j)	\$ 1,247,950.00	-	\$ 1,247,950.00