



Empowering people, transforming lives

December 12, 2023

Subject: Change in Scope Request – Revision

In September 2023, the Board and Policy Council voted and approved a motion to submit a Change in Scope Request to the Office of Head Start in order to reduce service levels for two of our Head Start grants that serve Henderson, Transylvania, Rutherford and Polk counties. The Fall 2023 requests were as follows:

- EHS-IV Expansion Grant #04HP000443 currently funded to serve 99 EHS children would be reduced to 51 slots (Change of 48 slots).
- EHS/HS Grant #04CH011737 currently funded to serve 185 HS and 120 EHS children (305 total) would be reduced to 136 Head Start and 96 Early Head Start slots (232 total).

In both grants, the reduction was due to chronically low enrollment levels caused by ongoing staffing shortages, partial classroom openings, and the limited availability of wrap-around care. Even though staffing levels are on the rise and classrooms are slowly reopening, enrollment numbers remain well below funding levels as we approach the 2/10/2024 date for full enrollment. We are not alone. Nationwide, approximately 76% to 86% of providers throughout all 11 Head Start Regions remain under-enrolled.

In February 2023, WNCSource was placed under a Full Enrollment Initiative (FEI). We developed a written plan and continue to update this plan, as well as work with the Office of Head Start to address the under enrollment and attain a 97% funded enrollment level. As part of that FEI plan, WNCSource has been encouraged to revise the previously submitted Change in Scope Requests for both grants in order to better meet local workforce conditions and our community's needs. WNCSource plans to revise the service levels for each grant as follows:

- EHS-IV Expansion Grant #04HP000443 was reduced to a total of 35 EHS slots.
- EHS/HS Grant #04CH011737 was reduced to 136 Head Start and 80 Early Head Start slots.

This proposed Change in Scope will reduce the number of children and families served, and support our goal of 97% enrollment as mandated by the Office of Head Start. WNCSource understands that it may be necessary to negotiate these proposed service levels with the Office of Head Start in order to “right-size” our programs to meet our community's needs and avoid or minimize any reduction in Federal funding for these grants. Your approval and vote to adopt these new service levels is required for us to move forward to file both Change in Scope Request proposals.

Sincerely,

A handwritten signature in blue ink that reads "Linda Carter".

Linda Carter, Director of Children's Services
WNCSource

220 King Creek Blvd. PO Box 685 Hendersonville, NC 28793-0685 Ph. (828) 693-1711 Fax: (828) 697-4277
181 Hillview Extension Brevard, NC 28712 Ph. (828) 884-2255 Fax: (828) 884-3887 WNCSource.org