

Justification
Head Start/Early Head Start
5.6% COLA Increase
Grantee 06CH011282/04

Date	Description
3/28/2023	CSNT Head Start is requesting approval to submit a Supplemental Grant Application for Head Start COLA (\$225,816) & Early Head Start COLA (\$13,321) Total COLA Grant Application = \$239,137

5.6% COLA Funding Base Rate Increases

Increase staff salaries 5.6% and increase the base rate for the following Job Titles:

- Campus Director Assistant - \$1.00 increase to \$12.00 per hour
- Cook/Custodian - \$1.00 per hour increase to \$10.00 per hour
- Campus Directors (All Levels) – Increase ranges from \$2.00 – \$.50 (Per Hour)
(Base Pay ranges No Degree \$13.50 to \$18.50 Master’s Degree)
- Cook - \$1.00 per hour increase to \$10.00 per hour
- CLASS Specialist - \$.50 to \$.75 per hour increase (\$18.00 to \$18.75)
- Custodian - \$1.00 per hour increase to \$10.00 per hour
- Content Area Assistant - \$1.00-\$1.50 increase (\$11.50 to \$12.00)
- Curriculum Director - \$.50 to \$.75 per hour increase (\$18.00 to \$18.75)
- Data Analysis Specialist- \$.50 per hour increase to \$18.00
- Disability/Mental Health Specialist - \$.75 per hour increase (\$18.00 to \$18.75)
- Education Specialist - \$.50 to \$.75 per hour increase (\$18.00 to \$18.75)
- Family Service Administrator - \$.75 per hour to \$18.75
- Family Service Specialist - \$.75 per hour increase (\$18.00 to \$18.75)
- Family Service Worker – (All Levels) Increase ranges from \$1.00 – \$.50 (Per Hour)
(Base Pay ranges Working on Degree \$10.50 to \$15.00 Master’s Degree)
- Health Coordinator (LVN) - \$.50 per hour increase to \$14.00
- Health Specialist (RN – Degree) - \$.75 per hour increase (\$18.00 to \$18.75)
- Lead Teachers (All Levels) – Increase ranges from \$.50 – \$1.00 (Per Hour)
(Base Pay ranges CDA/Working on Degree \$11.50 to \$18.00 Master’s Degree)
- Nutrition Manager - \$.50 per hour increase (\$13.50 to \$14.00)
- Head Start Office Coordinator - \$.50 per hour to \$11.50
- Practice-Based Coach - \$.75 per hour increase (\$18.00 to \$18.75)
- Program Coordinator - \$.50 per hour to \$11.50
- Program Manager - \$.40 per hour to \$17.50
- Project Coordinator - \$.50 per hour to \$11.50
- Teaching Assistant (All Levels) - Increase ranges from \$.50 – \$.75 (Per Hour)
(Base Pay ranges HS/HSE \$10.00 to Associate’s Degree \$11.00)
- Substitute - \$.50 per hour to \$10.00

All HS/EHS employees are receiving a 5.6% COLA Increase

CSNT Head Start/Early Head Start is raising the base rates for 25 positions within the Head Start and Early Head Start Program. This will help the program recruit new staff and retain current staff.

The new base rate for CSNT Head Start/Early Head Start is \$10.00 per hour from \$9.00 per hour and the new base rate for Teaching Assistants is \$10.00 per hour from \$9.25 per hour.

Indirect Costs = HS \$22,582 EHS \$1,332

Total Indirect Costs = \$23,914



Office of Head Start

06CH011282 - Community Services Of Northeast Texas, Inc.
FY2023 - 12/01/2022-11/30/2023 - Supplement - COLA

Head Start - Budget Categories

<i>Budget Category</i>	<i>Program Operations</i>	<i>Training Technical Assistance</i>	<i>Non-Federal Share</i>
Personnel	\$203,434	\$0	\$89,355
Fringe Benefits	\$45,149	\$0	\$0
Travel	\$0	\$0	\$0
Equipment	\$0	\$0	\$0
Supplies	\$9,345	\$0	\$0
Contractual	\$16,750	\$0	\$0
Construction	\$0	\$0	\$0
Other	\$47,000	\$0	\$0
Total Direct Charges	\$321,678	\$0	\$89,355
Indirect Charges	\$35,743	\$0	\$0
Total	\$357,421	\$0	\$89,355

Early Head Start - Budget Categories

<i>Budget Category</i>	<i>Program Operations</i>	<i>Training Technical Assistance</i>	<i>Non-Federal Share</i>
Personnel	\$9,813	\$0	\$5,017
Fringe Benefits	\$2,404	\$0	\$0
Travel	\$0	\$0	\$0
Equipment	\$0	\$0	\$0
Supplies	\$672	\$0	\$0
Contractual	\$0	\$0	\$0
Construction	\$0	\$0	\$0
Other	\$5,172	\$0	\$0
Total Direct Charges	\$18,061	\$0	\$5,017
Indirect Charges	\$2,007	\$0	\$0
Total	\$20,068	\$0	\$5,017

Note: This report only includes values specified in the Budget tab.