



NATIONAL HEAD START ASSOCIATION

December 1st, 2022

Dear Katie and Tala,

I'm excited to write to you today to share the "Building a Stronger Head Start: Recommendations for Improving the 1303 Process" which outlines NHSA's recommendations about how to improve the 1303 process (45 CFR Part 1303-Subpart E) (attached).

Over the past several months, we have consistently heard about the many challenges programs are facing when they request to use federal funding for renovation, purchase or construction of facilities. Programs' negative experiences with the 1303 process have been a concern for many years; however, the facility needs are getting more acute, the complaints are getting louder and, most importantly, with supplemental funding needing to be spent down by March, the urgency to improve the process is at a fever pitch.

While programs are being encouraged to use available funding to improve the health and safety of facilities, opportunities to do so are being squandered because the current application system is tedious, duplicative and cumbersome and the time it takes to review and approve 1303 applications is unacceptable.

In the development of this report, we worked closely with programs that submitted 1303 applications so we could better understand and target the areas where the 1303 process was tedious, burdensome and opaque. We also consulted with the experts to sort out whether the regulations were a driver or a contributing factor in creating the challenges. We concluded it is primarily the 1303 process.

As you review the report, please let us know how we can be most helpful and most timely. We would be happy to meet with you on this topic and discuss the recommendations. We would also be happy to convene a group of field leaders who have struggled through the 1303 process to provide their perspectives. Whichever way suits you best, we believe this process needs urgent reform.

Thank you, as always, for your willingness to listen and help improve administrative processes and procedures to help Head Start grant recipients better serve their communities.

Best,

A handwritten signature in black ink that reads "Yasmina".

Yasmina