



COMMUNITY DEVELOPMENT INSTITUTE

HEAD START

Serving West Central Missouri

1701 North 2nd Street, Suite 19

Clinton, MO 64735

Phone: (660) 717-2027

July 13, 2022

Re: Termination of Delegate Agency Agreement

Dear Delegate:

The purpose of this letter is to inform you of upcoming changes that will be made in the Head Start/Early Head Start program serving West Central Missouri. Additionally, this letter is to serve as formal notice of our intent to terminate the agreement between Community Development Institute Head Start ("CDI HS") and Calhoun R-IIIV School District ("Delegate").

As you likely know, for the past three years CDI HS has had the responsibility for interim management of Head Start/Early Head Start program operations in West Central Missouri.

On June 1, 2022, you entered into a contract/agreement with CDI HS for the purpose of assigning to Delegate part of CDI HS's responsibility for operating a Head Start program (the "Agreement"). As you may recall, while CDI HS has had responsibility for management of the program on an interim basis, the Office of Head Start (OHS) engaged in a process to identify a permanent local recipient. The new recipient has now been awarded this grant by OHS. Therefore, on October 1, 2022, the administration of the program will be the responsibility of the new recipient, and CDI HS's funding for operation of the program will end.

As CDI HS will no longer be funded as the interim recipient for the Delegate Program service area, CDI HS hereby exercises its right to terminate the Agreement. Due to the timing of this funding notice so near to the commencement of the new school year, CDI HS has made the decision that we will not serve children under the Delegate Agreement, effective immediately. CDI HS will work with Delegate to transition children who would have returned this school year to an alternative slot. Delegate may submit reasonable closeout costs incurred through August 15, 2022, which shall be submitted to CDI HS no later than September 15, 2022.

If you have any questions, please direct them to Diana Smith, Site Manager, (956) 286-4108.

Sincerely,

Diana Smith, Site Manager
CDI HS Serving West Central Missouri