

Hurricane Harvey tore through several cities in Texas, devastating some of our finest cities and the lives of hundreds of thousands of families. As families continue to search for their loved ones and others wait for food and shelter, Texas Head Start Association recognizes that many Head Start Programs have been affected by this tragedy. As we now face the severity of this historic natural disaster Head Start must do what we do best, help children and families. To the many Head Start Programs that have been affected we stand with you in your time of need if there is anything Texas Head Start can do to assist your program or any of your families that have been displaced please let us know.

Our Prays are with you

The **National Head Start Association (NHSA) Disaster Relief Fund** is used to assist NHSA member Head Start and Early Head Start programs and their staff and families who become victims of natural disasters. We define a natural disaster as the following: *a major adverse event resulting from natural processes of the Earth; examples include floods, hurricanes, tornadoes, volcanic eruptions, earthquakes, tsunamis, and other geologic processes. A natural disaster can cause loss of life or property damage.*

The fund provides the following:

- **Program Award** - Head Start/Early Head Start Program: Up to \$5,000 per program
- **Individual Award** - Head Start/Early Head Start employee or parent: Up to \$500 per employee/parent

**Total program request including assistance to program and staff/parents not to exceed \$5,000**

A request for assistance should not already be covered by other assistance such as FEMA, building, automobile, or medical insurance, etc. Examples of acceptable need include (but are not limited to):

- Reimbursement for car or building insurance deductibles
- Expenses incurred by Head Start Parents or Staff made homeless or temporarily displaced from their homes due to disaster damage
- Vehicle repair to damage caused by disaster not covered by insurance
- Medical costs as a result of disaster not covered by insurance

### **Disaster Relief Fund Requirements & Guidelines**

Head Start program seeking NHSA disaster relief funds must be a current Program Member of the NHSA. Applications must be submitted by the director of the Head Start/Early Head Start

program seeking assistance for itself, staff or parents. The Head Start Director must be responsible for ensuring the following:

- Accountability for funds.
- Disbursing funds as easily and quickly as possible.
- Funds are not used to duplicate other assistance programs.
- Funds requested should be in proportion to the need.
- Creating easy, short forms for fund recipients to certify and sign.
- Keeping proper records.
- Providing a final report to NHSA sixty (60) days after expending funds.

## How to apply

[To apply for disaster relief, please download and complete the following forms](#) and send them to Joel C. Saldaña, Jr., at [jsaldana@nhsa.org](mailto:jsaldana@nhsa.org)