CHILD CARE EXPANSION GRANT

Applicant:

Name of Contact Person for this Grant:

Organization:

Organization Address:

Email:

Contact Phone:

Funding Requested:
Applicant ID:

Entity Information
Entity Name:
"Doing Business As" Entity Name:
Federal Tax ID Number:
Street Address:
PO Box (if applicable):

CHILD CARE EXPANSION GRANT PROGRAM DESCRIPTION

Purpose
The purpose of the fund is to encourage and enable businesses and employer consortiums to create and develop on-site, or near-site child care centers or partner with local and regional child care services to increase available slots for an employer's employees (not at the expense of existing or available slots in the local area).

The Workforce Development Council has $15 million dollars under the American Rescue Plan Act (ARPA) to expand high quality child-care in Idaho. $4 million dollars is set aside until **March 1, 2023**, for small providers serving 12 or fewer children. All funds must be obligated by **June 30, 2023**, and spent by **October 31, 2024**.
- Maximum of $15,000 per child served is available to applicants to support the addition of new seats
- 50% minimum match is required. Applications may score higher if additional match is provided.

Add more detail

> **Commented [AA1]:** Do we need more?

REQUIREMENTS
Applications must include:
- A business plan (example found at https://wdc.idaho.gov/child-care-guides/) showing that the entity will meet all state and/or local licensing (including background checks), insurance, facility, programming, and sustainability beyond the one-time grant funding period
- Description of partnership with employer(s)
- Detailed budget, budget narrative, and cashflow analysis for at least three years

- Preference will be given to entities that focus on evidence-based programming and services and have parent engagement activities. This includes the provision of training and ongoing professional development of staff.

Performance Measures

All projects must include as an outcome increasing child care slots available to a particular employer's employees, particularly for those employers located in child care deserts. A project planning form indicating how that increase will be tracked and accounted for will be part of the application.

Reimbursable Expenditures

- Acquisition and/or renovation of buildings (any project that exceeds $1M in capital expenditures requires additional written justification under the ARPA program)
- Rent
- Equipment
- Supplies
- Learning materials
- Staffing
- Other reasonable operating costs aligned to the business plan.

Exclusions

- Funds shall not support private school tuition or home schooling.
- Funds cannot be used for directly to service debt, satisfy a judgment or settlement, or contribute to a "rainy day" fund
- Funds cannot be used as a tax offset
- Funds cannot be used to match other federal resources
- Direct payments to employees for child care are prohibited from grant funds nor can it be used to pay for existing child care expenses for employees.

Definitions

High Quality Child Care – The quality of care will be evaluated based on the Idaho STARS framework found at https://idahostars.org/Child-Care-Providers/Steps-to-Quality

Employer Partnership Donations/Support – Examples:
- Offer of benefits (partial child care costs covered etc.) to employees who select employer-partnered child care provider
- Employer/parent time donation for child care center needs (classroom volunteers, clean up days, stock food pantry etc.)
- Committed service days for center
- Transportation services
- Assist with child care provider employee licensing costs

In-Kind Match – Refer to template

Reporting Requirements:

<mark>Along with what is included in the grant policy, include any requirements DFM will need to adhere to for their ARPA reporting.</mark>

> **Commented [AA5]:** Do we want to include this section in the application? Or cover it in the contract?

APPLICATION QUESTIONS

1. **Has your business been affected negatively by COVID 19? Provide a brief description of the impacts your business has faced. Include details on lost revenue, rent or mortgage, operating costs, staffing, licensing, decreased hours, etc.**
   - **If you are starting a new child care facility, describe the intention to fill a need that has arisen from the impact of COVID 19.**

> **Commented [AA6]:** Do we want to include something for new facilities here? ARPA reporting requires there be a need created by COVID for projects to be eligible for funding.

2. **Project scope of work. Provide an overview of the project need(s). Include what you are proposing, the project goal, and the anticipated outcomes.**

3. **Describe documented employee child care needs and barriers. Describe how this information was obtained (employee survey, interviews, exit interview, absences, etc.)**

4. **Detail significant collaborations and partners for the project and how these play a key role in project success. (This is not referring to businesses contracted to do construction or remodeling, if applicable in the project). If partnering with an existing child care facility, provide evidence of agreement to partner in the grant opportunity.**

5. **What type of care is most sought out within your business?**
   a. **Infant and toddler care**
   b. **Preschool care**
   c. **Afterschool care**
   d. **Special needs care**
   e. **Medically fragile care**

6. **What types of care are you planning to provide?**

7. **How many additional slots would your program be able to serve through this grant opportunity? Describe the *additional* number of children to be served (new child care slots available as a result of the project). Indicate the ages to be served by the additional child care slots. Calculate the cost per child for the project (cost of the grant dollars requested divided by the number of *additional* children to be served).**

   a. **Infants 0-12 months:**
   b. **One Year old's – 12-24 months:**
   c. **Two year old's – 24-36 months:**
   d. **Three year old's- 36 to 48 months:**
   e. **Preschool Age Children: 4 and 5 year old's:**
   f. **Afterschool Age Children: 6 to 13 years of age:**

> **Commented [AA7]:** Do these age ranges align with standards in Idaho?

8. Describe how "high quality care" will be provided in the child care center.

9. How are you going to ensure that the child care business is sustainable?

10. If grant funding will be used for staffing, describe how funds be utilized to recruit and retain staff for your program? Response should detail both recruitment and retention strategies and should include information regarding the provision for salaries and benefits to entice applicants and retain qualified staff.

11. Provide a description of how you will measure the project's outcomes. Describe how you will evaluate the project and determine if the project is successful.

12. Describe the steps that will be taken to ensure program sustainability beyond the grant period, if deemed successful.

Business Guide – Appendix E

- Complete all fields of Appendix E

Budget Narrative and Spreadsheet – Appendix F

- Budget template is provided in Excel as an Attachment.
- Complete the budget narrative, including a detailed description in column B of the proposed costs and an overview of how the costs were calculated.
- Describe the nature of the matching funds for this grant (are they private dollars or in-kind and how much) and indicate whether they are on hand and ready for use.
- Describe in Column B what private dollars will fund and how the amount was calculated.
- Ensure the total grant funds requested in your application match the total amount included on the Budget Spreadsheet (Appendix F).
- Upload the completed Budget Spreadsheet as an Excel document in the application forms section – **BUDGET MUST BE UPLOADED AS AN EXCEL FILE ON THE TEMPLATE PROVIDED.**

Application Attachments

Upload the following in the Attachment sections:

- Business Guide (Appendix E).
- Completed Budget Spreadsheet form (Appendix F) (upload as Excel spreadsheet).

FREQUENTLY ASKED QUESTIONS (FAQS)

> **Commented [AA10]:** Will keep FAQ's on website

1. **Who will decide which applications receive funding?**
IDWC will identify an application panel to review and score proposals.

2. **What will Idaho Workforce Development Council take into account when determining grant awards?**
IWDC will evaluate applications based on a number of criteria, including but not limited to, the scoring guidance referenced in the scoring rubric.

IWDC seek to prioritize the investment of resources in the following areas:

- Projects that provide on-site employer child care or investment by an employer with a local licensed or registered child care provider to create guaranteed slots available for their individual employees.
- Projects located in an Idaho Child Care desert (see map).
- Projects must contain a plan for sustainability of the outcome beyond the grant funding period.
- Projects that put forth creative, new strategies that demonstrate a direct link to addressing the local child care challenges.

> **Commented [RE11]:** Add link to Idaho Gap Assessment

Budget Form

Please refer to the Excel spreadsheet template provided in the Attachment

Complete the budget spreadsheet to provide additional information and justification for the proposed budget.

Attach your final budget narrative to your application submission in …..do we have a website or do they have to mail?

Commented [AA12]: The application will be completed and submitted through Community Grants