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Executive Director



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Vice Chair

WORKFORCE DEVELOPMENT COUNCIL

317 W Main Street, Boise, Idaho 83735-0510

Child Care Expansion Grant Review Meeting Minutes

Date: Friday, August 12, 2022

Time: 9:00 AM-10:30 AM

Committee Members: Sarah Griffin, Beth Oppenheimer, Erika Rupp, ~~Anna Almerico~~, ~~Ben Davidson~~, ~~Caroline Merritt~~, Renee Bade

Staff: Amanda Ames, Rebecca Watson, Paige Nielebeck, Wendi Secrist

Guests:

Called to order at 9:08 a.m.

Welcome

Roll Call – Quorum met

Review Agenda

Ms. Secrist requested the upfront cost discussion to be moved to be the first agenda item.

Review July 13, 2022 Meeting Minutes

Motion by Ms. Oppenheimer to approve the July 13, 2022 Meeting Minutes as written. Second by Ms. Rupp. Motion carried.

Up Front Costs

Ms. Ames and Ms. Secrist have had a number of conversations with different child care providers and are hearing that the reimbursement only aspect of WDC policy is going to be a barrier for the smaller providers. Ms. Secrist is working with Division of Financial Management (DFM) to come up with a way that the WDC could provide some upfront funding.

Ms. Secrist has an idea of how the WDC might be able to provide upfront costs and if the Committee agrees then it can be put into policy.

Providers who serve 24 or fewer children can request up to 50% of their grant funding in advance. In order to make the fund draw, the provider will have to provide the WDC with an invoice or documentation of the cost. The WDC will then in turn provide them that amount of funding upfront. The goal is to have a short turnaround time. The WDC understands that if the provider is working with a contract that there

might be a required deposit. The provider will have to provide evidence that the funds were used to pay the invoice. A stipulation will be put in the contract that the provider cannot request any more funding until the required documentation has been provided.

Discussion:

What feedback has the WDC received?

- Providers do not have the cash upfront to be able to make deposits. Ms. Ames and Ms. Secrist have discussed lines of credit at a bank with providers, but the smaller providers do not have that as an option.
- Business partnerships can be in-kind or cash so the provider may not always have cash from the business.

IDOL has verbiage about providing pre-award costs that shows what is considered an allowable cost.

- Pre-award is a little different than providing upfront funding.
- The verbiage will still be helpful because there have been questions about pre-award costs.

Ms. Secrist is working to get some information from the Commission on Arts because they provide some upfront funding.

It is looking like the WDC will be doing subrecipient agreements with providers and not contracts.

Ms. Secrist will take this feedback and start drafting a policy for the Committee to look at next month.

****Child Care Expansion Grants Rubric***

So far 16 applications have been submitted and there are 104 in draft.

Ms. Ames reviewed the draft Child Care Expansion Grant Rubric. Please see attached document.

Discussion:

The Committee will need to think about things on the rubric they want the WDC staff to verify prior to reviewing the application.

Maybe a few examples of how a provider might be impacted by COVID should be added to the eligibility section?

- There are examples in the application.

Providers are having a hard time getting employer partners to commit, especially monetarily, for the long-term.

Are ARPA funds considered federal funds?

- Yes, they are federal funds.
- It will be important to check debarment to ensure the providers are able to receive federal funds.
- Some of the smaller providers are having trouble getting signed up for the SAMS system. If the registration is not complete then it might be more difficult to check their debarment.

Is the Committee going to use Community Grants to score the applications?

- That is the easiest way. The system is already setup.

In the application the provider is asked about project success, but there is nothing in the rubric about how success is being measured.

- Sustainability is talked about overall. Success and sustainability were combined on the rubric.

What kind of providers are applying for the grants?

- It is a large majority small providers. There are a few larger organizations/employers applying.

Does the WDC anticipate the \$15 million in funding being spent quickly?

- It is unclear at this time. Ms. Ames is not able to see the application budgets until the application is submitted.

When will the Committee start reviewing the grant applications?

- Depending on how many applications are submitted, they will most likely be split up over multiple meetings. Ms. Ames will ensure that the Committee has enough time to thoroughly review the applications before the meeting.

The Committee would like to expand the August 26 meeting to 2 hours.

Will the Committee be reviewing the budgets? Is there a score associated with the budgets?

- The WDC staff would like the Committee to look at the budgets while reviewing the application. It is not important to get into the nitty gritty but it is important to look at the amounts associated with the different categories of the budget.
- If it is helpful to look at the budget to understand the program design.
- The Committee would like to add a category to the rubric to score the budget.
 - “Budget: the extent to which the proposal presents a clear and realistic budget for the proposed project. * budget is reasonable in relation to number of children served and anticipated results.”
 - “Budget: The extent to which the program is enhancing their current work rather than just sustaining current efforts.”
 - Maybe this can be added to where the rubric talks about organization structure and capacity.
 - Fiscal structure is the budget.
 - It makes sense to break out the fiscal structure and the organization capacity.
- Understanding if the provider has a realistic budget is going to be important to determine if they have the capacity to handle the grant.
- It would be beneficial to provide some assistance to providers on how federal funds can be spent.

There is some concern with the smaller providers taking on such a big administrative process. It is important to ensure there are no hindrances to providers that need the funding.

Once the rubric is being used the Committee can identify gaps and make changes accordingly.

Motion by Ms. Bade to approve the Child Care Grant Rubric as presented with the above changes. Second by Ms. Griffin. Motion carried.

Meeting adjourned at 10:28 a.m.