

## Family Child Care Home Facilities Improvement Grant

### Frequently Asked Questions (FAQs)

#### 1. What is the Family Child Care Home Facilities Improvement Grant?

To address the declining number of licensed slots within child care homes and to improve quality within home-based learning environments, the [Buell Foundation](#) and [Daniels Fund](#) granted funds to the [Early Childhood Council Leadership Alliance \(ECCLA\)](#) to provide facility improvement funding to family child care homes. This opportunity is intended to help family child care homes start-up, expand, or maintain consistent operations, increase capacity, and reduce the number of family child care homes closing their doors due to financial restrictions.

#### 2. What are your funding priorities for the Family Child Care Home Facilities Improvement Grant?

The funding priorities for the Family Child Care Home Facilities Improvement Grant include 1) statewide geographic distribution 2) addressing unmet service gaps, and 3) increasing capacity and access to family child care home programs. In addition, priority will be given to applicants that serve vulnerable families and children.

#### 3. Who is eligible for the Family Child Care Home Facilities Improvement Grant?

The eligibility criteria include the following:

- Must be a licensed family child care home.
- The program can have for-profit or non-profit status.
- Funds must be used to serve children from birth to 5 years of age.
- Funds must be utilized to address health, safety, or licensing issues through physical improvements to a facility's learning environments to maintain or increase capacity.
- Funds cannot be used for the retirement of debt, salaries, or consultants.
- Applications requesting more than \$2,500 must own the facility or provide a letter of landlord support.
- The maximum amount requested is \$5,000.
- Applicant must complete all fields of application and submit all required supporting documentation including 'before' photos.
- A child care program may receive only one grant during a 12-month period.
- Applicant must submit a six-month progress report and a 12-month completion report that includes 'after' photos of the funded project.
- Applicant must submit copies of at least two bids for the project.
- If opening a new family child care home, they must be in the pre-licensing stage or completed pre-licensing.
- If an application is not selected, the applicant may be resubmitted in the next round.

#### 4. What is the application process?

Please submit your application through our [online form](#) by the grant deadline: September 27, 2021, 11:59 pm. Applications received will be confirmed upon receipt from JotForm. Applications received by mail, email, or fax will not be accepted. ECCLA cannot be held responsible for any technical issues.

ECCLA will assemble a committee to review all applications and make funding decisions. Awarded family child care homes will be notified and funding will be provided to assist with their program. The family child care home must submit a final report and documentation after the projects have been completed with their program.

If an application was not selected, a family child care home may resubmit during another funding round. It is advised to speak with Shannon Hall, [shannon@ecclacolorado.org](mailto:shannon@ecclacolorado.org), Director of Workforce Supports prior to resubmission.

This funding opportunity is not intended to support the loss of revenue due to COVID-19 or other COVID-19 related costs.

#### **5. What documents are required to be submitted with my application?**

The following documents are required to be submitted with your application:

- A copy of the current and legible license issued by the Colorado Department of Human Services, Office of Early Childhood unless you are in the pre-licensing process in which case you will need to submit documentation of the process including a copy of pre-licensing paperwork speaking to barriers or hurdles you may be facing.
- At least three ‘before’ photos documenting the project before work has started. If emailing your application, the photos must be sent as attachments in either .jpeg, .jpg, or .pdf file formats. Please do not send photos as links or other formats.
- If you rent your space, please include a letter of support from your landlord.
- At least two project bids (this can be two bids for the same project to show all considerations made due to cost or other factors). If your project does not require a bid, please include pictures/information on what you are wishing to purchase.

#### **6. What reporting is required if I receive a grant?**

After an awarded family child care home has completed their grant-funded project, they will be required to submit a final report, receipts and photos documenting changes to their program.

#### **7. Previously I applied but was not selected to receive funding. Can I apply during this funding round?**

If an application was not selected, a family child care home may resubmit during another funding round. It is advised to speak with Shannon Hall, Director of Workforce Supports prior to resubmission.

#### **8. Previously, I applied and was selected to receive funding. Can I apply during this funding round?**

Previously awarded family child care homes are eligible to reapply after 12 months. However, due to limited funding, we will prioritize family child care homes that have not received funding.

#### **9. Can I apply for funding if I am not a family child care home?**

The Family Child Care Home Facilities Improvement Initiative Grant is intended by our funder to support only family child care homes.

#### **10. Can I apply for funding to support revenue loss due to COVID-19?**

This funding opportunity is not intended to support the loss of revenue due to COVID-19 or other COVID-19 related costs.



**11. Does my family child care home need to licensed program to apply for funding?**

ECCLA will grant funds to existing licensed family child care programs or new family child care programs that have the intention of becoming licensed. If opening a new family child care home, the program must be in the pre-licensing stage or have completed pre-licensing.

**12. What is the maximum award amount provided to family child care homes?**

The maximum amount requested is \$5,000. Applications requesting more than \$2,500 must own the facility or have written landlord support. If you own your home, you do not need to submit any documentation.

**13. Who can I speak with if I have questions about the application, eligibility, process, and/or my request?**

Shannon Hall, Director of Workforce Supports is the program manager for the Family Child Care Home Facilities Improvement Grant. For any questions, please contact her directly:

Shannon Hall  
Director of Workforce Supports  
[shannon@ecclacolorado.org](mailto:shannon@ecclacolorado.org)  
(720) 899-3047

ECCLA will also host two (2) optional technical assistance webinars for applicants on August 11, 2021, and September 9, 2021. Visit ECCLA's website ([www.ecclacolorado.org/fchgrant](http://www.ecclacolorado.org/fchgrant)) for information regarding the Family Child Care Home Facilities Improvement Grant and to register for a technical assistance webinar. Webinars are recorded and can be listened to later if you cannot attend one of the scheduled live webinars.

**14. Can funds be used towards reimbursement of a completed project?**

Applications for funding requests must be for projects that have not been completed yet. If you have started a project, but do not have the funds to complete it you may be eligible.

