



Childcare Provider Webinar February 16, 2022

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Minor Renovation and Repairs Grant Program

Application Due Date: March 25, 2022

<https://cdss.ca.gov/Portals/9/CCDD/RFA-IGP.pdf>

“grants for minor renovations, repairs, modernization, or retrofitting of existing childcare facilities”

“Funds must be spent, and projects must be completed, by June 30, 2023”



Who is Eligible to Apply?

Licensed childcare centers and licensed family childcare homes (FCCH)

who are

Non-profit organizations, for-profit businesses, Tribes, and faith-based organizations (if the curriculum is not faith-based)

who serve

Children from low-income families, i.e., who receive Federal, State or local subsidies, or who plan to serve subsidized children

who were

Operating as a licensed childcare center or FCCH on or before August 1, 2021 (NOTE: the RFA says “one year prior to “ but is incorrect)

How Much Money Can I Ask For?

**Licensed Family Childcare Homes:
Project budget up to \$75,000**

**Licensed Preschool Centers:
Project budget up to \$249,999**

One application per site



What Can the Money Be Used For?

RENOVATION AND REPAIRS, for example

Painting classrooms, equipment (dishwashers, refrigerators), plumbing, fixing leaks, security systems, HVAC, design costs, electrical, flooring, outdoor play equipment, shade, landscaping, child-size fixtures (sinks, toilets).



EMERGENCY OR COVID MEASURES, for example
HVAC upgrades, room dividers, outdoor upgrades to support physical distancing, sanitation equipment (washers and dryers), bathroom modifications



What CAN'T The Money Be Used For?

- Major renovations: structural changes to the foundation, roof, floor or load-bearing walls, expanding the building footprint
- Reimbursement for previous facility costs
- Buying a new building
- Construction contingency, bonus payments, insurance or financing costs, lease or rental fees, legal costs
- Moving or storage costs
- Technology or internet
- Classroom furnishings, equipment, or supplies for curriculum needs



What Needs to Be in the Application?

- Program information: address, license, operating budget, enrollment, child subsidy information
- Project information: total costs, grant amount requested, priority factors, use of funds, project readiness
- Project and program narratives (1-2 pages each), incl. mission and vision statement
- Financial information: audit report, tax return
- Proof of non-profit status, if applicable
- State business registration, if applicable
- Architectural designs or drawings, if applicable
- Bids for construction costs (2 required, 3 recommended) or equipment quotes (2 required). These must meet prevailing wage requirements and take time so start early.
- Budgets for the project and the grant funds
- “Before” photos for construction projects
- Other relevant documents, if you have them
- **SAM.gov registration with the Federal government**



How do I Register with SAM.gov?

Getting Started with Registration

This is the official U.S. government website for entity registration. Entity registration is FREE.

Before You Get Started

Before you start your registration, there are a few steps you must complete first. Review these steps to help ensure you set aside enough time to complete your registration.



1 Request a DUNS Number

All entities wishing to do business with the federal government must have a unique entity identifier (UEI). Currently, the DUNS number, which is a unique nine-character identification number provided by Dun & Bradstreet (D&B) free of charge, is the official UEI. D&B assigns UEI (DUNS) for each physical location of a business. Requesting a UEI (DUNS) takes about 10 minutes. Receiving a UEI (DUNS) takes 1–2 business days (under normal circumstances) when using the D&B web form.

[Go to D&B web form](#)



<https://sam.gov/content/entity-registration>

This process takes time (10-14 business days) and requires submitting your taxpayer ID number.

If you plan to apply, you should start this process immediately.

What Kinds of Projects Are Priorities?

Applications will be screened for (i) eligibility, (ii) completeness, and (iii) project readiness. The highest priority will be for

- Projects with urgent timing issues, or which can be completed within six months of the grant agreement,
- Projects in advanced stages with permits,
- Projects ready to start minor renovations, or have begun work but have funding gaps (work done after 8/1/21 can be reimbursed),
- Projects that do not have any permitting requirements,
- Projects with quick timelines/can begin immediately, and,
- Projects that are only requesting the purchase of equipment.

What Conditions Apply to the Money?

- You must continue to use the property to provide subsidized childcare (two years for FCCH, 4 years for centers)
- The funds must go into a separate bank account
- You must complete the required reporting and retain all records for seven years after completing the project
- You must complete all the work within 120 days of receiving funds, or before June 30, 2023 – whichever is sooner.

If you do not meet these conditions, you may be required to return the funds.

How Do I Apply?

Application Forms

Document	Description
Application (Child Care Centers ONLY)	Minor Renovation and Repairs Grant application for child care centers
Application (Family Child Care Home Providers ONLY)	Minor Renovation and Repairs Grant application for family child care home providers
Spanish Translated Application (Family Child Care Home Providers ONLY)	Spanish translation of the Minor Renovation and Repairs Grant application for family child care home providers

<https://www.cdss.ca.gov/inforesources/child-care-and-development/infrastructure-grant-program/minor-renovation-and-repairs>

Organization Information

Name of Owner/Provider *

First Name

Last Name

Name of your Family Child Care Home (as it appears on your license) *

Legal Business Name (as it appears on your tax documents, Form W-9, etc.) *

Facility Address *

Country

Address

Address Line 2 (optional)

City

State, Province, or Region

Zip or Postal Code

1. Narrative description of the project for which you are seeking funding. Narrative should include project scope, timeline and fund development/budget activities. (1 page min, 2 page max) *

[Choose File](#)

Select up to 10 files to attach. No files have been attached yet. You may add 10 more files.

Acceptable file types: .doc, .docx, .pdf

1 page minimum, 2 page maximum

2. Narrative description to describe agency mission/vision/history. (1 page min, 2 page max) *

[Choose File](#)

Select up to 10 files to attach. No files have been attached yet. You may add 10 more files.

Acceptable file types: .doc, .docx, .pdf

1 page minimum, 2 page maximum

3. Lease, rental agreement, deed, property tax statement, or mortgage payment coupon. If the lease or rental agreement is month-to-month, a letter from the landlord shall be required confirming intent to continue the lease or rental agreement through the term of the grant (two years for Family Child Care Homes, four years for Child Care Centers) *

[Choose File](#)

Select up to 5 files to attach. No files have been attached yet. You may add 5 more files.

Acceptable file types: .doc, .docx, .pdf, .gif, .jpg, .jpeg, .png, .tif, .tiff

What Additional Help is Available?

CDSS Program Web Page with the Request for Applications (RFA), Frequently Asked Questions (FAQ), Webinar recordings and Resources link:

<https://www.cdss.ca.gov/inforesources/child-care-and-development/infrastructure-grant-program>

Webinar slides <https://drive.google.com/file/d/1NNqlq4Jg7Hxkxtp-ssA6m1WGuEi7Uv-w/view>

CDSS CCDD Facilities Team email address: CCDDFacilities@dss.ca.gov

Management Bulletin announcing the program at <https://www.cdss.ca.gov/Portals/9/Additional-Resources/Letters-and-Notices/CCBs/2022/CCB22-01.pdf?ver=2022-02-07-142510-210>

Q & A



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