



Colorado Child Care Stabilization and Sustainability Grants Application

About Colorado's Early Childhood Stimulus Funds

Thank you for your interest in applying for Colorado's early childhood stimulus funds. The Colorado Department of Human Services, Office of Early Childhood (OEC) is excited to be investing a combined \$271 million of federal stimulus funds to support child care programs and to retain the state's early childhood education workforce. We are working with our partner, MetrixIQ, to distribute grant payments to providers and provide technical assistance.

The amount each child care program receives will be determined using the licensed capacity and Colorado Shines quality level of the program at the time of application. A child care program may receive a bonus payment for meeting certain family needs, including providing care for infants and toddlers, offering nontraditional hours, and/or serving children with special needs.

This single application allows providers to apply for two different grant opportunities. All eligible providers will receive the following two grant awards:

- **Child Care Operations Stabilization Grant.** This grant will offset existing operational expenses. Programs are encouraged to pass along financial relief to families in their care (see below section on how funds can be used that includes examples of financial relief for families).
- **Workforce Sustainability Grant.** This grant will support the recruitment and retention of qualified staff through new offerings (see below for specific use of funds).

Providers will also be eligible to apply for competitive grant opportunities anticipated to open in spring 2022. The OEC will send out communications when those opportunities become available and you can continue to check back in the [provider hub](#) and our webpage coecstimulus.com for the most up-to-date information.

Am I Eligible?

All currently operating licensed child care programs and CCCAP qualified-exempt programs are eligible for funding. This is a non-competitive funding opportunity. All eligible licensed providers are entitled to their nine months of payments regardless of when they submit their application. To be eligible for the grants, the child care program:

- Must have been in operation as a child care business as of March 11, 2021
- Must be licensed by the State of Colorado or CCCAP qualified exempt at the time of their application
- Must be open and available to provide child care services at the time of their application
- Can be operating in any setting (home- and center-based)
- Can be serving any age groups (infant, toddler, preschool, and/or school-age after care)
- Can be from any Colorado Shines rating level

These new funds are in addition to current state funding and do not replace the existing CCCAP

subsidy funding system. All providers that meet these eligibility criteria can receive these funds, regardless of whether or not they serve CCCAP-subsidized children.

How much funding will I receive and how can the funds be used?

The base grant amounts for the Child Care Operations Stabilization Grant and Workforce Sustainability Grant will be determined through a formula based on licensed capacity and Colorado Shines quality level of the child care program at the time of application ([Click here to determine your award amount for both grants](#)). A child care program may receive a bonus payment for meeting certain family needs, such as providing care for infants and toddlers, offering nontraditional hours, and/or serving children with special needs. The information you provide in this application WILL NOT impact the amount of base funding that you receive from these awards, it is collected for federal reporting requirements and evaluation purposes.

The **Child Care Operations Stabilization Grant** may be used for existing and new operating expenses. You are encouraged to pass along financial relief to families in your care by an amount equal to half of your Child Care Operations Stabilization Grant award, to the extent possible. Financial relief to families can include a new reduction in tuition, continuation of existing tuition reduction, forgiveness of unpaid parent fees or tuition for currently enrolled children, and/or other financial relief, such as waiving fees and offering free services.

Allowable uses of grant funds include:

- Personnel costs, including wages and benefits
- Facility costs such as rent or mortgage payments, utilities, facilities maintenance and minor improvements, or insurance
- Health and sanitation expenses such as personal protective equipment, cleaning supplies and trainings
- Purchase of or updates to equipment, assuming that the purchase is necessary to respond to the COVID-19 public health emergency or is necessary to maintain/ resume child care services. Purchases of equipment that costs more than \$5,000 are subject to additional requirements outlined in the FAQ guidance.
- Goods and services such as food service, educational materials, office supplies, and business operating services
- Mental health and counseling services for children and early educators
- Reimbursement of costs associated with the COVID-19 public health emergency that occurred after the emergency declaration on January 31, 2020
- Capital purchases with prior written approval from the OEC

The **Workforce Sustainability Grant** must be used for expenses related to recruiting new employees and/or retaining existing employees. Child care programs must attest to use the Workforce Sustainability Grant exclusively for costs associated with new offerings for staff. Funds may only be used to support staff who meet health, safety, and background check standards as outlined in Colorado's child care licensing or child care assistance program rules. Within the category of recruitment and retention, the funds are flexible to enable child care programs to address the unique needs of their employees and programs.

Allowable uses include:

- Reasonable compensation for current staff
- Staff benefits and fringe
- Employee health and mental health resources
- Early childhood professional development opportunities
- Hiring additional staff
- Other related workforce recruitment and retention activities

Application and award process and timeline

Eligible programs can apply to receive nine months of monthly grant payments. Child care programs will be eligible for funding in the months they are open for services to children and families. Programs will not be penalized for a temporary COVID-related emergency closure that occurs during the grant period. **Funds must be fully spent by September 30, 2023.**

The application will be accepted on a rolling basis from January 21 through September 30, 2022, but eligible programs are encouraged to apply as soon as possible to maximize the use of funds. Applications received by 11:59pm on January 28, 2022 will receive their first payment by February 11, 2022. Applications received after January 28, 2022 may take two to six weeks to verify and process before a child care program receives funds. **Child care programs must complete the full application to request funds.** Providers that do not complete the application will not be granted funds.

Preparing to complete the application

This application will ask you about your motivation to apply, and program profile (such as contact information, ages served, Director or Family Child Care Home Provider demographics), anticipated use of funds, and banking and W-9 information to receive monthly payments. We anticipate it will take you approximately 20 minutes to apply and you will have the option to save and complete the application later. We recommend you **have the following documents nearby** to assist you in completing the application:

- Program license number
- Tax identification number (Social Security Number (SSN) for individuals or Federal Employer Identification Number (EIN) for businesses)
- Automated Clearing House (ACH) banking information

Compliance and Reporting

Awardees must recertify their grant activities and provide additional grant monitoring information **each month** of the grant period to continue receiving monthly payments (see guidance documentation for information collected in the monthly recertifications). Programs will receive notifications via MetrixEnroll reminding them to recertify their application information each month.

As part of the application, child care programs will be asked to attest that they will follow certain health and safety guidelines, continue to pay full compensation to staff, and, to the extent possible, pass along financial relief to enrolled families in an amount equal to half of the provider's Child Care Operations Stabilization Grant award, to the extent possible, and prioritize such relief for families struggling to make either type of payment. At the end of your nine months of grant payments, you will be required to submit your expense amounts by allowable use category. Child care programs will need to maintain documentation to support these expenses and may be required to share receipts and other documents that support these expenses, upon request, for auditing.

Questions and Support

If you need any support filling out this application, or if you have questions about what is being asked, you may email coecstimulus@metrixiq.com. Additional resources, guidance, and technical assistance opportunities are available on our website at coecstimulus.com

Not for submission