

# Presentation on the Childcare Expansion Grant Program



OFFICE OF  
**Children and  
Families Policy**



Childcare Expansion  
Grant Program



**OCFP**

Office of Children & Families Policy

# Agenda

- Introductions
- ARPA Overview
- Timeline
- Submittable Applications
- Webinar Information
- Questions & Next Steps





# ARPA Childcare Expansion Grant Program Overview

- **New Family Childcare Home (FCCH) Providers:**
  - Eligible for a start-up grant up to \$50,000 for operations and/or minor repair.
- **For providers who have been licensed two or more years:**
  - **Construction, renovations, or modernization repairs to increase or recover lost capacity:** planning and pre-development costs, retrofitting to meet licensing requirements, physical renovations to increase licensed capacity, including plumbing and fixtures, playground upgrades, kitchen renovations, and other related costs.
  - **Operating costs:** such as three months of rent, mortgage, and/or insurance; up to 12 months of wages to hire new childcare staff; or other related supports.

# Timeline

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# Pre-Eligibility Form

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Located and operating in Santa Clara County



License in good standing without current violations



If license pending, must indicate anticipated date of licensure *and* upload proof of childcare license application submission to CA Department of Social Services (CDSS)



Valley Health Foundation will review pre-eligibility forms



County of Santa Clara Navigator assistance available

# Screen Shot of Webpage, Submittable Set up and Pre-Eligibility Form (ENG/SP/VIET)

Support  
Innovate  
Advocate  
Community Grants Partnership

## HOW WE HELP

### Childcare Expansion Grant Program

Pre-eligibility forms are now open

[Center-based Childcare Providers](#)

[Family Childcare Home \(FCCH\) Providers](#)

**Haga clic aquí para leer este párrafo en español**  
**Nhấp vào đây để đọc đoạn văn này bằng Tiếng Việt**

The County of Santa Clara Childcare and Early Education Infrastructure (Expansion) Grant Program has allocated \$15 million of Federal Coronavirus State and Local Fiscal Recovery Funds under the American Rescue Plan Act (ARPA) to support local childcare providers serving communities negatively impacted by the COVID-19 pandemic to open, reopen, or increase the total number of affordable childcare spaces. Childcare providers eligible for infrastructure funding may include Family Child Care Home (FCCH), center-based, and other community agencies. Priority will be given to childcare providers who meet select social equity criteria to serve communities in greatest need of childcare and to reflect the geographic and cultural diversity of Santa Clara County.

Notice of Funding Availability (NOFA) and Application Guidelines is expected to be released in mid-September 2023.

For more information about the Childcare Infrastructure Grant Program, please email us at [childcare@vhfca.org](mailto:childcare@vhfca.org).

# Screen Shot of Webpage, Submittable Set up and Pre-Eligibility Form (ENG/SP/VIET)

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## HOW WE HELP

### Childcare Expansion Grant Program for Family Childcare Home Providers

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Haga clic aquí para leer este párrafo en español  
Nhấp vào đây để đọc đoạn văn này bằng Tiếng Việt

The Childcare Expansion Grant program is available to licensed Child Care Family Childcare Home Providers in Santa Clara County. Infrastructure support will focus on childcare facility supports that address either construction or operational needs and result in an increase in childcare capacity, including filling vacant enrollment spots. With a focus on social equity, this Grant Program, approved by the County of Santa Clara Board of Supervisors on February 28, 2023, will use \$15 million of Federal Coronavirus State, and Local Fiscal Recovery Funds (SLFRF) under the American Rescue Plan Act (ARPA) to support local childcare providers serving communities negatively impacted by the COVID-19 pandemic to open, reopen, or increase the total number of affordable childcare spaces. Childcare providers eligible for infrastructure funding may include Family Child Care Home (FCCH), center-based, and other community agencies. Priority will be given to childcare providers who meet select equity criteria to serve communities in greatest need of childcare and to reflect the geographic and cultural diversity of Santa Clara County.

This page is intended to provide Family-based Childcare Home (FCCH) Programs with information on the Grant Program, including the following:

- Pre-eligibility form link: **Valley Health Foundation Submission Manager - Family Childcare Home (FCCH) Expansion Grant Program (submittable.com)**. Please complete this form to begin the application process.

# Screen Shot of Webpage, Submittable Set up and Pre-Eligibility Form (ENG/SP/VIET)



Sign Up Sign In

**Welcome!**  
Create your free Submittable account to get started.

Email

Confirm email

Password

Confirm password

First name  Last name


The Email field is not a valid e-mail address.

**Sign Up**

By signing up you agree to our [Terms of Service](#) and [Privacy Policy](#).



# Screen Shot of Webpage, Submittable Set up and Pre-Eligibility Form (ENG/SP/VIET)


 [Follow](#)

Family Childcare Home (FCCH) Expansion Grant Program

This form is used to determine eligibility of the childcare site that you are applying for. If your site is found to be eligible, we will be sending you the appropriate application(s).

1. Is your childcare site operating in and located in Santa Clara County? \*

Yes  
 No

 Please note, only childcare sites located in and operating in Santa Clara County are eligible for this program. Please do not continue if the childcare site is not located in and operating in Santa Clara County.

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2. Name of your childcare business: \*

# Screen Shot of Webpage, Submittable Set up and Pre-Eligibility Form (ENG/SP/VIET)

3. Were the operations of your childcare business affected by the COVID-19 pandemic? \*

- Yes  
 No

Please explain: \*

4. What is the status of your childcare license from the CA Department of Social Services (CDSS): \*

- Licensed  
 Newly Licensed (your license has been active for less than 24 months)  
 License Pending

Licensed definition: License has been active for more than two years. This includes lapsed licenses due to COVID-19 that have been renewed and currently active are eligible.

Please upload your license here: \*

Upload a file. No files have been attached yet.

Acceptable file types: .pdf, .gif, .jpg, .jpeg, .png

# New Family Childcare Home Provider Application

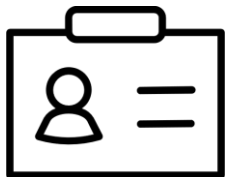
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One time grant funds up to \$50,000



Grant funds can be used for operations and/or minor repair



Your license must be less than two years old, or it must be pending and expected to be received by May 1, 2024

# Screen Shot of New FCCH Application (ENG/SP/VIET)

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Note: Once submitted, no further changes can be made.

## 1. Family Childcare Home provider business information

1a. Business name: \*

1b. Is your childcare site address also your mailing address? \*

Yes

No

1c. Childcare website or social media site (if any):

1d. Childcare business owner name: \*

1e. Childcare business owner email address: \*

# Screen Shot of Start Up Application (ENG/SP/VIET)

2. Project Site Information

2a. Project name for the site requesting funds: \*

(e.g. childcare site name - operations)

2b. Was your business affected by COVID-19?

Yes

No

2c. Complete the following table with current licensed capacity and enrollment: \*

	A	B	C	D	E	F
1	Program Capacity	Infant (0-18 months)	Toddler (19-35 months)	Preschool (3-5 years)	School-aged (6+ years)	Totals
2	Current licensed capacity					0
3	Current enrollment					0
4	Current number of classrooms					0

If you do not have any enrollment, enter 0.

2d. Complete the following table and enter the projected licensed capacity and/or enrollment if you were to receive this funding: \*

# Screen Shot of Start Up Application (ENG/SP/VIET)

## 3. Project Budget

Instructions:

1. Download the following 2 files: "Proposed 1-yr Budget Instructions" & "Proposed 1-yr Budget"

- The above files are in Excel format at this link:
- The above documents are also available in Google Sheets: [link here]. Applicants will have 'View Only' access. Make a copy to your Google drive by clicking File> Make A Copy
- PDF versions of the above documents are also available. You can print the PDF version, fill it out on paper, take a photo and upload that photo into the corresponding section

2. Open & carefully read the "Proposed 1-yr Budget Instructions" file download

3. Open & fill out the "Proposed 1-yr budget". Be sure to include a short description next to each line item (column F)

4. Upload the completed "Proposed 1-yr budget" in 3a. below

If you need assistance filling out this portion of the application, please email [childcare@vhfca.org](mailto:childcare@vhfca.org) & include "Project Budget" in the subject line.

### 3b. Upload the completed "Proposed 1-yr budget" \*

Choose File

Upload a file. No files have been attached yet.

Acceptable file types: .csv, .doc, .docx, .odt, .pdf, .rtf, .txt, .wpd, .wpl, .gif, .jpg, .jpeg, .png, .svg, .tif, .tiff, .xls, .xlsx

Add link to template

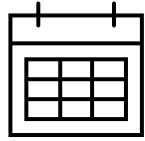
### 3d. Enter funding amount requested for operations: \*

\$  USD

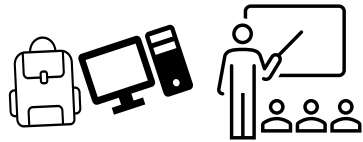
Up to a total \$50,000 grant for operations and/or minor repair. If you are not requesting any operations funding enter 0.

# Family FCCH Operations Application

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2-year period



Can support staffing, equipment, and training costs



Must explain how funds will help strengthen your program and expand childcare. Examples include:

- *Adding additional childcare slots by hiring more staff*
- *Retaining staff by increasing wages and offering limited benefits*
- *Filling empty childcare slots by improving the quality of the program (supplies, painting walls, improved outside areas)*
- *Marketing your program in media and in publications*

# Screen Shot of Operations Application (ENG/SP/VIET)

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Note: Once submitted, no further changes can be made.

## 1. Family Childcare Home provider business information

1a. Business name: \*

1b. Is your childcare site address also your mailing address? \*

Yes

No

1c. Childcare website or social media site (if any):

1d. Childcare business owner name: \*



# Screen Shot of Operations Application (ENG/SP/VIET)

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**1g. Taxpayer Identification Number: \***

Social Security Number

Employer Identification Number

**1h. Business type: \***

Sole proprietor (independent business owner/ childcare provider)

LLC (Limited Liability Corporation)

Partnership

**1i. Upload entity status from the Department of CA Secretary of State: \***

Upload a file. No files have been attached yet.

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

To access proof of active status, visit the website: [Business Entity Search](#)

**1j. In addition to the childcare business owner, provide the number of persons employed full time at the childcare site requesting funding in the current year (January to December 2023): \***

# Screen Shot of Operations Application (ENG/SP/VIET)

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If approved for funding, you will be asked to provide supporting documentation that demonstrates subsidized enrollment of 15% or higher.

2f. Are you and/or your staff trained and equipped to serve children with disabilities? \*

- Yes  
 No

2g. Do you serve Categorically Eligible children? (e.g. housing insecurity, have open child welfare cases, migrant families, etc.) \*

- Yes  
 No

2h. Does your family childcare home serve children and families through culturally diverse programming? \*

- Yes  
 No

2i. Enter the number of children served of families with non-traditional work hours (early morning, late evening and weekends). \*

2j. List your hours of operation: \*

# Screen Shot of Operations Application (ENG/SP/VIET)

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## 3. Project Budget

Instructions:

1. Download the following 2 files: "Proposed 2-yr Budget Instructions" & "Proposed 2-yr Budget"

- The above files are in Excel format at this link:
- The above documents are also available in Google Sheets: [link here]. Applicants will have 'View Only' access. Make a copy to your Google drive by clicking File> Make A Copy
- PDF versions of the above documents are also available. You can print the PDF version, fill it out on paper, take a photo and upload that photo into the corresponding section

2. Open & carefully read the "Proposed 2-yr Budget Instructions" file download

3. Open & fill out the "Proposed 2-yr budget". Be sure to include a short description next to each line item (column F)

4. Upload the completed "Proposed 2-yr budget" in 3a. below

If you need assistance filling out this portion of the application, please email [childcare@vhfca.org](mailto:childcare@vhfca.org) & include "Project Budget" in the subject line.

### 3a. Upload "Proposed 2-yr budget" \*

Upload a file. No files have been attached yet.

Acceptable file types: .csv, .pdf, .gif, .jpg, .jpeg, .png, .xls, .xlsx

### 3b. Enter funding amount requested for operations: \*

\$  USD

# Screen Shot of Operations Application (ENG/SP/VIET)

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## 4a. Upload most current tax return: \*

Choose File

Upload a file. No files have been attached yet.

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

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## 5. Self Certifications

### 5a. Use of funds \*

By checking this box, I hereby certify to using grants for proposed and approved projects only.

### 5b. Reporting Requirements \*

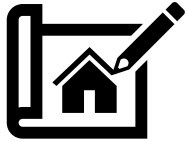
By checking this box, I agree to comply with reporting requirements throughout the term of this grant or December 2026, whichever comes first.

### 5c. Childcare License in Good Standing \*

By checking this box, I hereby certify that this childcare business license issued by the State of California is in good standing, has no open violations, and is in compliance with all applicable laws and regulations.

# Construction Application

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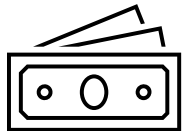
Projects must:

- Comply with local building regulations and with State childcare licensing requirements
- Be completed by December 2026
- Secure multiple bids for major projects



Funds can be used for **major** or **minor** construction projects. Examples include:

- Major – accessory units, renovate existing space like garages, move walls
- Minor – painting walls, kitchen/bathroom projects



Limited operational funds may support staffing costs during construction



# Webinar

Oct 4, 2023 06:00 PM

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<https://valleyhealthfoundation.org/how-we-help/family-childcare-home-providers.html>

Join the webinar:

<https://us02web.zoom.us/j/83634348762>

Or One tap mobile :

+16694449171,,83634348762# US

+16699009128,,83634348762# US (San Jose)

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

+1 669 444 9171 US

+1 669 900 9128 US (San Jose)

Webinar ID: 836 3434 8762