

COMMUNITY BASED

Child Care

IMPLEMENTATION PHASE GRANT PROGRAM

FAQ

I am an individual daycare provider can I apply?

Only if you partner with other community members. (See eligible applicants in Overview link on GOED website.) The emphasis for this grant program is to provide funds for community-based childcare solutions.

Could a community receive childcare and CDBG funding?

The CDBG funding would have to be for a project that would benefit 51% of Low to Moderate Income (LMI) individuals. There is also a community match requirement when applying for CDBG funds.

Also, if a project is utilizing Federal Childcare monies, the amount of monies received from that funding would be taken into consideration before CDBG funds were to be awarded.

Who signs the grant agreement/contract?

The lead organization/applicant for the funding will need to sign the grant agreement. That essentially makes them responsible for tracking the funds, compliance, reporting, etc. If other partners are carrying out specific activities related to the development of the plan, the lead organization/applicant should have some sort of contract or agreement with them to ensure the applicant receives what they need in order to comply with the terms and conditions of GOED grant.

Expense Form: When will we receive expense form?

Once the signed childcare grant agreement has been received back, finance will process the initial reimbursement, an email will be sent to the community advising that the 1st reimbursement has been submitted for payment and attached will be the expense report that is needed when submitting the 2nd & 3rd requests.

Can we use the funding for a different category than originally planned?

If a community is using the funding for a totally different item not specified in the original plan, a written budget addendum request reflecting these changes will have to be submitted to GOED and approved.

If a community is over budget in one category and under in another, no addendum is required if you stay within the total budget. It is crucial your community keep a detailed record of where your budgeted dollars and actual dollars were spent, for federal reporting purposes.

What information needs to be in the final report?

1. Final expense report-attach receipts.
2. Copy of the final plan- which will include a timeline and next steps as to how your community intends to move forward and execute the plan, as opposed to just putting it on the shelf.

How do we prepare a final report and include expenses if we don't receive the last 20%.

Your community may have to find a partner or a way to float until we review the final reports and process the final payment.

Can we extend the Planning final report later than March 1.

Yes, however, if your community is applying for an implementation grant. The application may not be as strong due to the lack of available information, by the application due date.

The wording in the grant agreement states, "unless other reporting deadlines are agreed to in writing with the State." We believe a simple email exchange agreeing on a later date will suffice to satisfy this phrase in the grant agreement.

One thing to keep in mind is that we can't send the final 20% of the grant funds to you until we have received your final report.

What are the approved expenses?

The approved expenses are listed on GOED website <https://sdgoed.com/wp-content/uploads/2023/09/ApprovedExpenses-ImplementationGrant.pdf>

In addition to the approved expenses are the items listed below.

IMPLEMENTATION APPROVED ITEMS

Applicants can submit requests for the following items.

- Health & safety items to meet licensing requirements (pre-operational requests)
- Equipment & supply purchases related to starting a child care program (pre-operational requests)
- Payroll & benefit expenses, including owner salary, childcare director, staff salary/benefits.
- Facility expenses, including rent or mortgage, partial mortgage (FDC), utilities, garbage removal.
- Other expenses, consisting of advertising and membership dues, insurance.

FUNDING EXCLUSIONS: Purchase of land or building, major construction or renovations, expendable supplies (diapers, wipes, crayons), office equipment and supplies.

I don't see specific items on approved list, such as highchair, food prep table, rocking chair or computer tablets. Are they covered?

Yes, these would be examples of equipment or supplies.

Would a wall partition or prep work to place a sink or toilet be covered?

Yes, if it is not a load bearing wall, major construction/additions.

CONTACTS

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