Child Care Creation Grant

March 17, 2022

Webinar Agenda

1. **Welcome and Agenda Review**

2. **Program Overview**
   - Focus
   - Requirements
   - Eligibility

3. **Application Process & Timelines**
   - Community Opt-In
   - Daycare Outreach
   - Pre-Application
   - Initial Screening
   - Full Application
   - Other Key Deadlines

4. **Questions**

Matt Von Lunen
Chief Economic
Development Officer

On the Web

GNRC.org/Grants/ChildCare

- **General Information**

- **Program Guidelines**

- **Upcoming Deadlines**

- **Frequently Asked Questions**

- **Application Materials**

  ○ Pre-Application (Available 3/21)

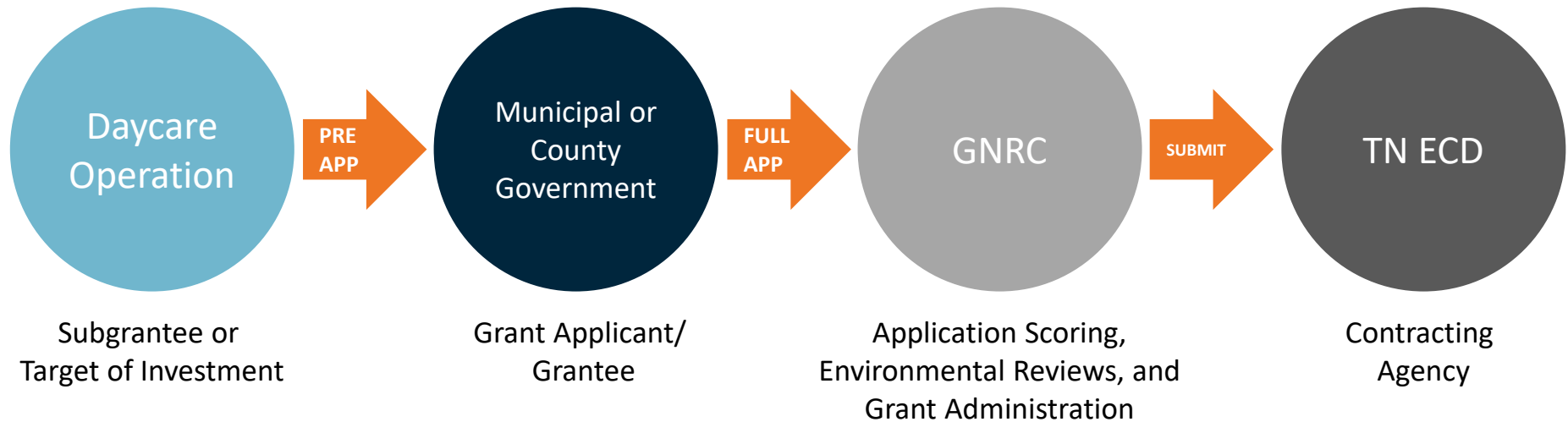 ○ Full Application (Available 4/18)

Program Overview

Program Details

- CDBG-CV funds from HUD
- Managed through TN ECD
- Create or expand childcare capacity
- $9 million available statewide
- $990,000 for the GNRC region
- Regionally competitive application
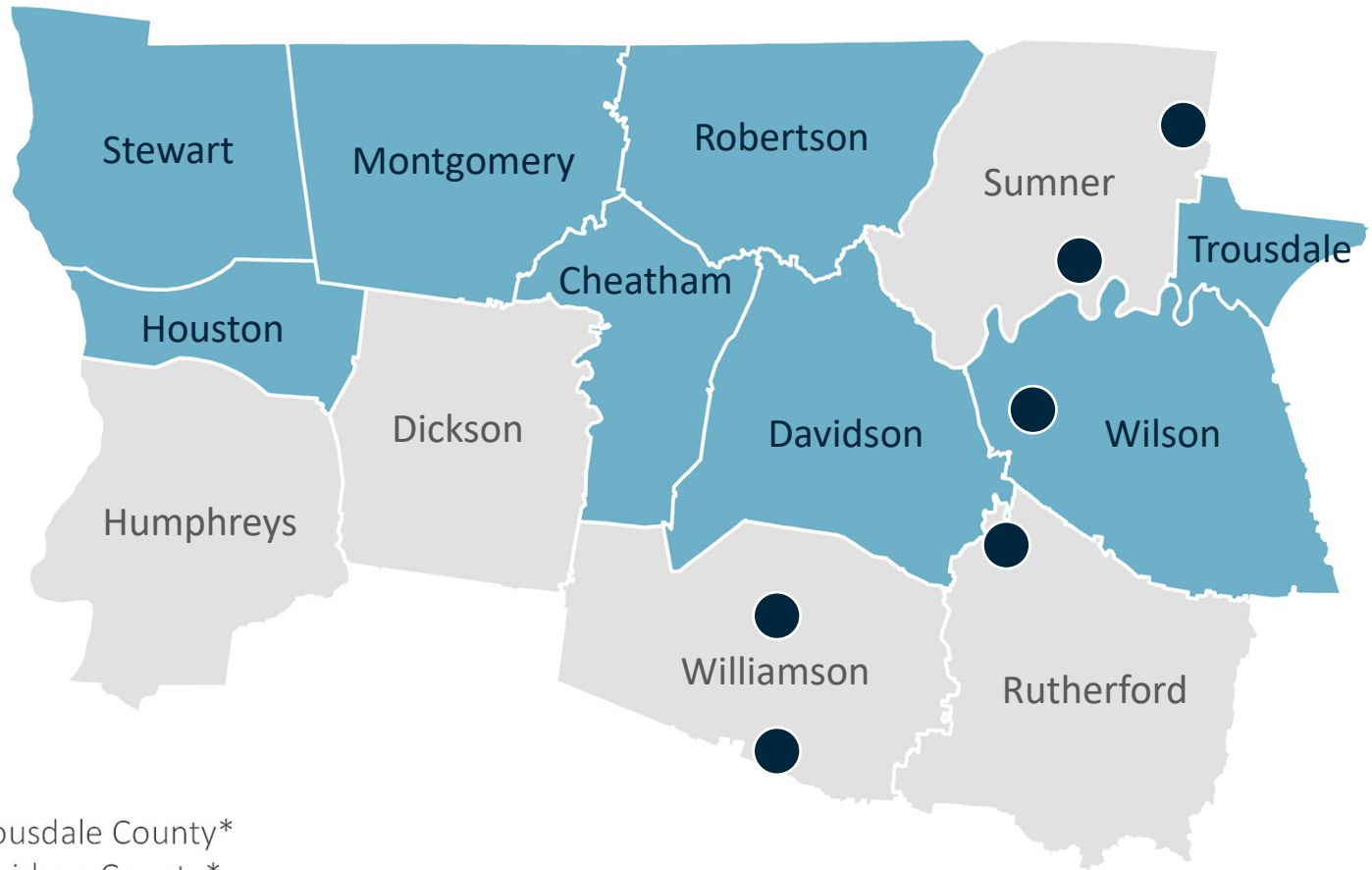- Up to $500,000 per award

Program Focus

GNRC will focus on expanding the capacity of **non-home-based daycare facilities** to serve as many children as possible. Daycares must participate in the **USDA Child and Adult Care Food Program** and be able to expand capacity to accommodate **more children** as a result of the project.

Application Process Overview

Daycare Operation — Subgrantee or Target of Investment

PRE APP →

Municipal or County Government — Grant Applicant/ Grantee

FULL APP →

GNRC — Application Scoring, Environmental Reviews, and Grant Administration

SUBMIT →

TN ECD — Contracting Agency

Opt-In Communities

- City of Franklin
- City of Gallatin
- City of LaVergne
- City of Mt. Juliet
- City of Spring Hill
- City of Westmoreland
- Cheatham County*
- Houston County*
- Montgomery County*
- Robertson County*
- Stewart County*
- Wilson County*
- Metropolitan Hartsville-Trousdale County*
- Metropolitan Nashville-Davidson County*

*County or metro governments will accept pre-applications from daycares in their municipalities that did not opt-in

Eligible Projects

The following activities are ELIGIBLE:

- Acquisition of property, building or structure

- Rehabilitation of Facilities to meet licensure requirements and/or expand childcare services,

- Purchase of equipment to meet licensure requirements, improved and/or expansion of services

- Clearance or demolition of structures to meet licensure requirements

Ineligible Projects

The following activities are NOT ELIGIBLE:

- New construction of facilities
- Supplies and furniture (e.g., chairs, tables, cribs, etc.)
- Subsidies or supplement funding for tuition, enrollment fees, etc.
- Rental payments for facilities
- Recurring fees for utilities
- Other costs associated with operations and management

Federal Requirements

- CDBG National Objectives
- Environmental Review
- Uniform Relocation Act
- Davis-Bacon and other wage-related acts
- Section 3 – Construction projects over $200,000
- Procurement standards as dictated by 2 CFR 200 and relevant state laws
- Recordkeeping and financial management of 2 CFR 200 and 24 CFR 570
- Fair housing and equal opportunity
- Public meetings, and
- SAM registration

Regional Guidelines

CDBG-CV
Child Care Creation Grant

Program Guidelines
March 2022

Greater Nashville Regional Council
220 Athens Way, Suite 200 | Nashville, Tennessee 37228 | Phone: (615) 862-8828 | Fax: (615) 862-8840
GNRC.org

- Eligibility

- Focus

- Application Evaluation

- Public Meetings

- Professional Architecture Reports

- Grantees and Subrecipients

- Environmental Review; Program Administration

- Timelines

- Application Elements

Final Guidelines Available 3/21

Key Requirements

ELIGIBLE DAYCARE FACILITIES

- Daycare facilities must be licensed by the state or in a pre-licensure process
- Daycares must participate in the USDA Child and Adult Care Food Program
- Home-based daycares are not eligible

Key Requirements

PROFESSIONAL ARCHITECTURE REPORTS

- If the project requires substantial changes to the structure, conditional applicants will be required to procure a professional architect to generate a professional architect report

- Reports must describe the work to be done, why it must be performed, potential issues, and an estimated project budget

- The cost of the report is not reimbursable. All procurement must be conducted in accordance with the Tennessee CDBG Manual

Key Requirements

PUBLIC MEETING REQUIREMENT

- Local governments will be responsible for hosting a public meeting to inform their citizens of their plans to submit a final application to GNRC/Tennessee ECD

- Advertisements must run in the local newspaper(s) at least twice, with the first running at least 14 days prior to the public hearing date, per standard CDBG rules and requirements. Applicants are encouraged to place notices in public areas

Key Requirements

ENVIRONMENTAL REVIEWS

- All projects must comply with NEPA as demonstrated through a completed environmental review

- All applicants must agree to utilize GNRC services to conduct the environmental review

- GNRC fees for the environmental review are set on a sliding scale and range from $1,500 to $3,000

- Costs should be covered using grant funds awarded to the local government applicant

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Key Requirements

PROGRAM ADMINISTRATION

- All grant contracts must comply with state and federal reporting requirements and record-keeping

- All applicants must agree to utilize GNRC program administration services to meet those requirements

- GNRC program admin fees are set at 7% of the overall project costs as set by TN ECD

- Generally, costs should be covered using grant funds awarded to the local government applicant

Application Elements

The following are included in the PRE-APPLICATION:

- ❑ Applicant Name and Address (daycare)
- ❑ Project Description
- ❑ COVID-19 Tieback
- ❑ Duplication of Benefits
  - ❑ Receipt of other State/Federal Pandemic-Related Stimulus for Child Care Activities
- ❑ Low-Moderate Income (LMI) Objectives
  - ❑ National Objective Narrative (LMI and Minority Benefits)
  - ❑ Estimated Number of Beneficiaries
  - ❑ Estimated Number of LMI Beneficiaries
  - ❑ Pct of Students Eligible for USDA Child & Adult Care Food Program
- ❑ Capacity/ Expansion Information
  - ❑ Number of Students Currently Served
  - ❑ Number of Additional (daycare) Students Served as a Result of Project
- ❑ Budget Information
  - ❑ Total Project Cost Estimate
  - ❑ Grant Funds Requested
  - ❑ Other Project Funds Available
  - ❑ Source of Funds
- ❑ Project Schedule

Pre-Application Available by 3/21

Application Elements

Additional Elements included in the FULL APPLICATION:

❑ Applicant Name and Information (local government)
❑ Partner Information
    ❑ Selection Process Narrative
    ❑ Partner Description
    ❑ MOU/Agreement Information
❑ Partner Information Detail (daycare)
❑ Performance Measures
    ❑ Outcomes (metrics related to the physical project)
    ❑ Outputs (metrics related to the community benefit)

Full Application Available by 4/18

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Application Process

Community Opt-In

Daycare Outreach

Pre-Application

Initial Screening

Full Application
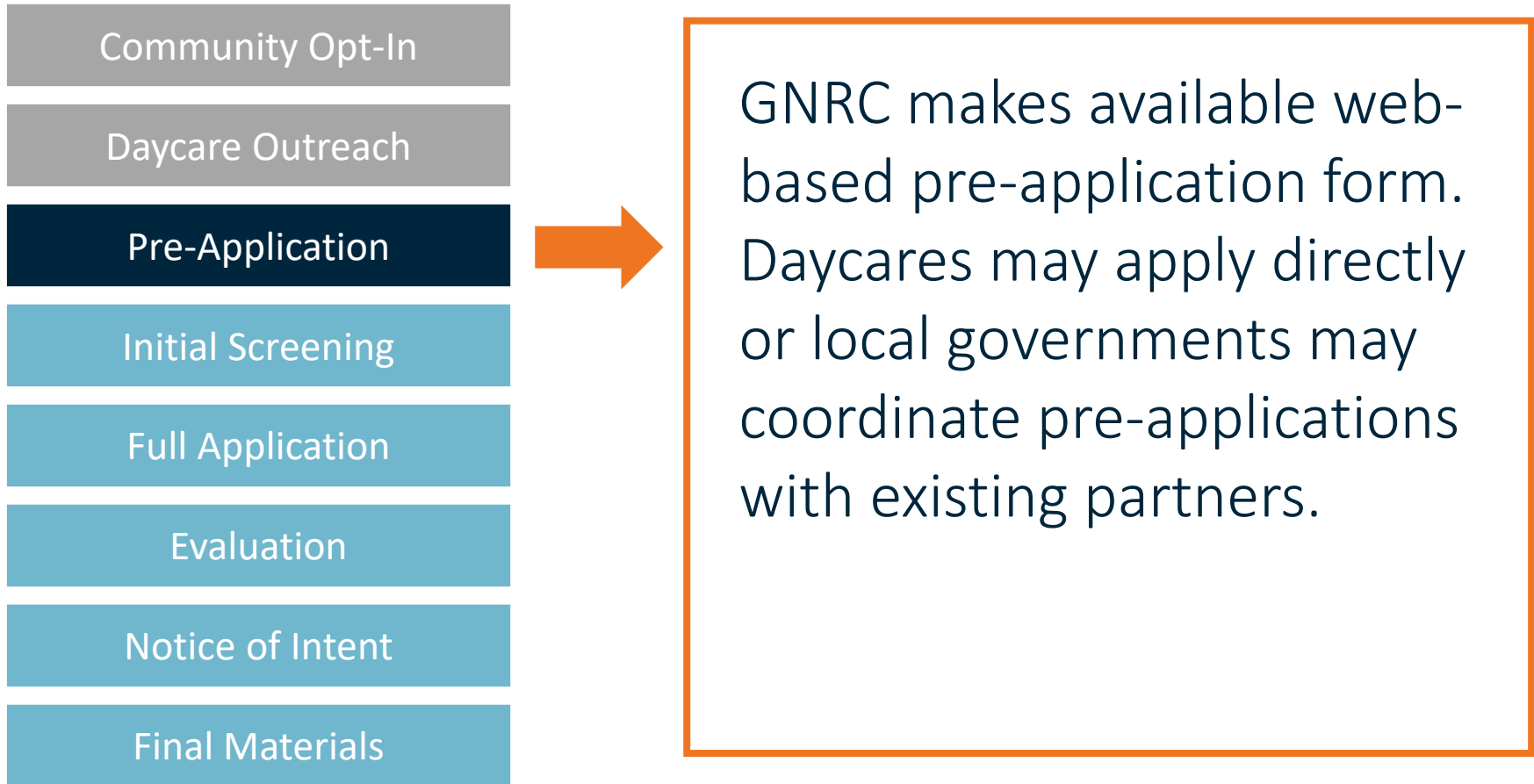
Evaluation

Notice of Intent

Final Materials

GNRC announces the program; requests local governments to indicate their interest in sponsoring applications via an opt-in form signed by the principal elected official.

Application Process

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Full Application

Evaluation
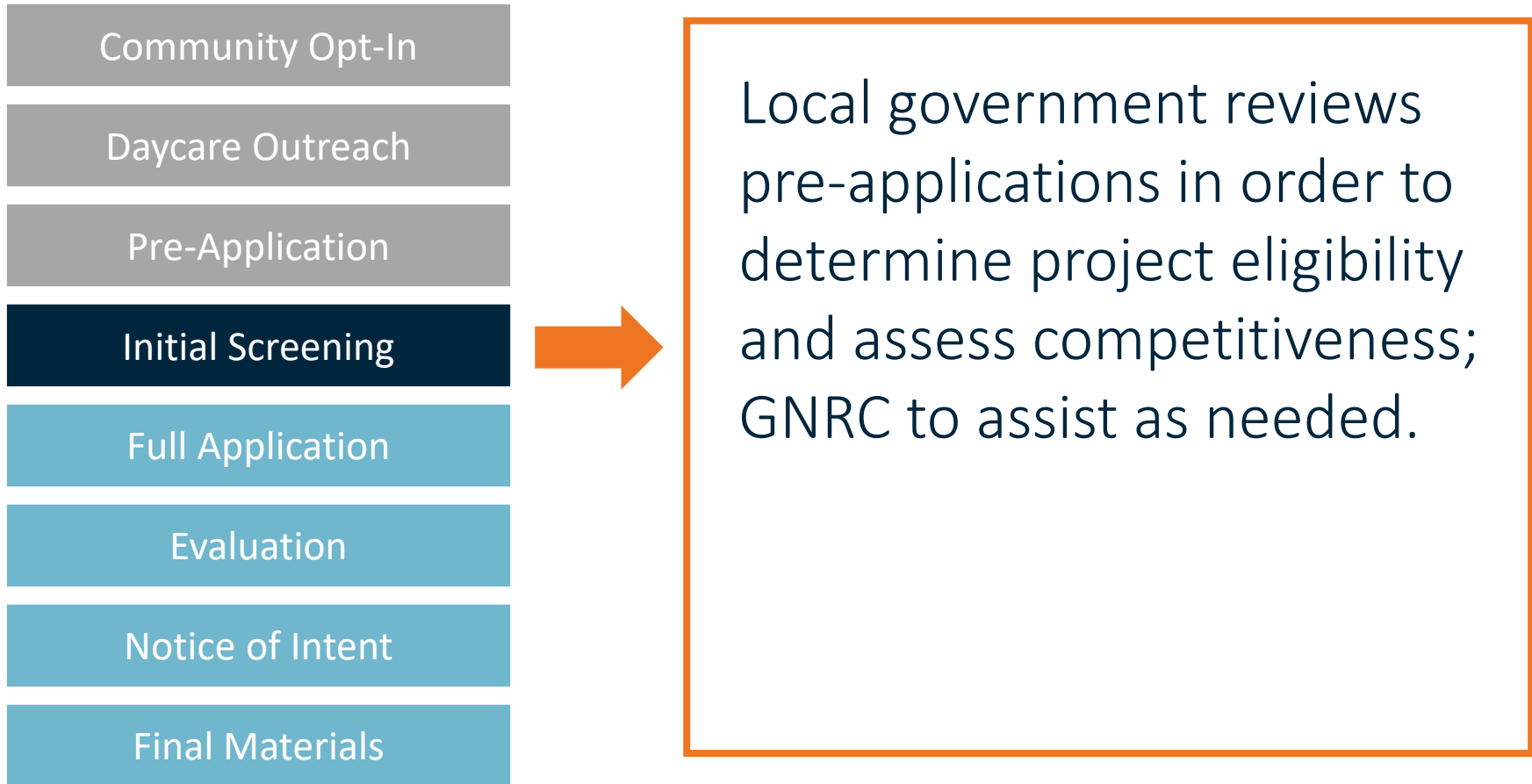
Notice of Intent

Final Materials
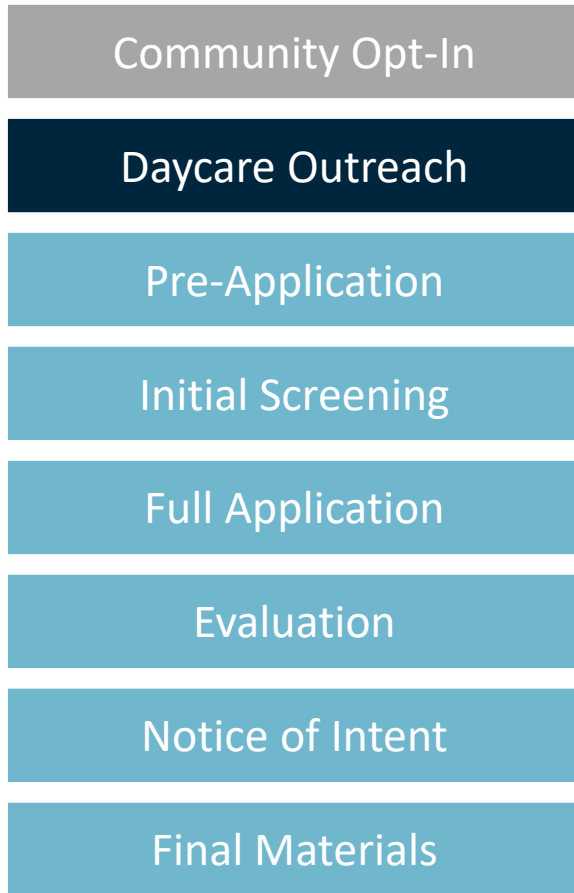
GNRC sends notifications to eligible daycare facilities located within communities that have opted in. Notices will provide info about the grant and pre-application instructions.

Application Process

Community Opt-In

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GNRC makes available web-based pre-application form. Daycares may apply directly or local governments may coordinate pre-applications with existing partners.

Application Process

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Local government reviews pre-applications in order to determine project eligibility and assess competitiveness; GNRC to assist as needed.

Application Process

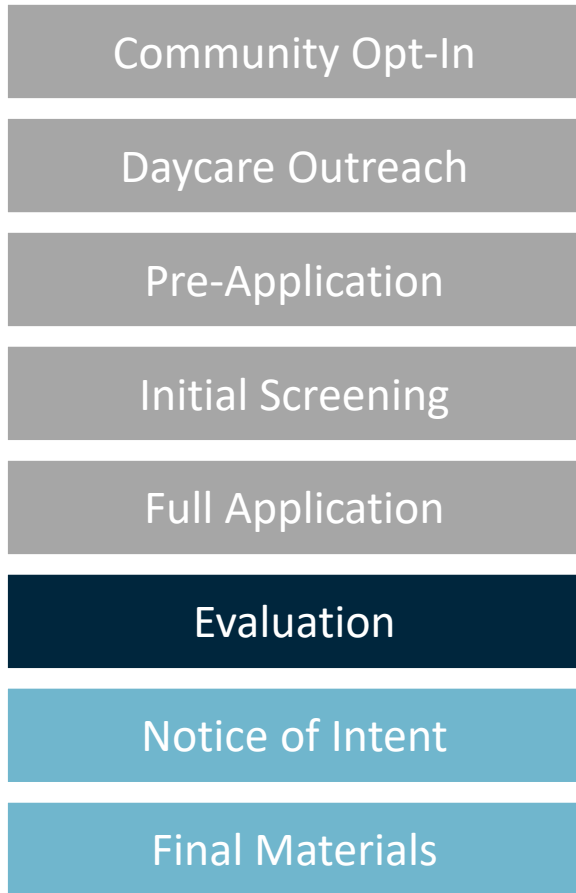| Community Opt-In |
| Daycare Outreach |
| Pre-Application |
| Initial Screening |
| **Full Application** |
| Evaluation |
| Notice of Intent |
| Final Materials |

Based on the results of the initial screening, local governments prepare full applications for each project they deem appropriate. Applications are submitted to GNRC. Daycares may not apply directly to GNRC.
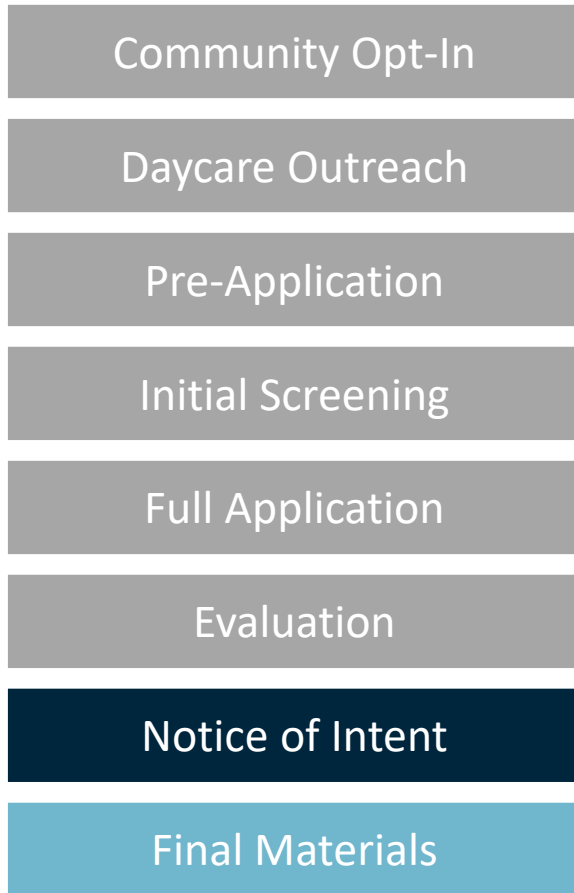
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GNRC evaluates and scores applications based on the following criteria:

Evaluation Criteria	Max Points
# of new/additional students served by project	20
% minority population of project's Census Tract	20
% low to moderate-income population of project' Census Tract	20
% of students eligible for USDA Child & Adult Care Food Program	20
% of students paying below full price on a sliding scale	10
Degree to which the grant leverages other funds	10

Application Process

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GNRC informs conditional awardees of selection and invites them to prepare a professional architect's report (if needed) and to conduct the required public meeting.

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Application Process

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Conditional awardees submit professional architect's report (if needed) and documentation of the required public meeting.

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Application Timelines

Community Opt-In	By March 15, 2022
Daycare Outreach	Week of March 21
Pre-Application	Form available 3/21, Applications due by 4/15
Initial Screening	Week of April 18
Full Application	Form available by 4/18, Applications due by 4/29
Evaluation	Week of May 2
Notice of Intent	By May 6
Final Materials	By June 15

Other Key Deadlines

Awards Announced	By June 24
ECD/GNRC Contracts	By July 15
Environmental Review	By July 29
Bid Package Submission	By August 5
Advertise for Construction	By August 18
Open Bids	By September 9
80% Grant Funds Expended	By May 31, 2023

Questions

Frequently Asked Questions

Q: Is there a match requirement?

Answer: Matching funds are not required, but financial leveraging is encouraged.

Given the maximum award amount of $500,000 and cost requirements for environmental review and program administration, it is likely that candidate projects will require additional funding beyond the grant award.

Frequently Asked Questions

Q: Can grant funds be used for new construction?

Answer: No.

Costs for acquiring a building and/or constructing an addition to an existing building are eligible.

GNRC

Frequently Asked Questions

Q: Are city or county-owned schools with daycare programs eligible for funding?

Answer: Yes, so long as the proposed activities are otherwise eligible.

GNRC

Frequently Asked Questions

Q: Are church-based daycares eligible for funding?

Answer: Yes, religious institutions and churches that provide childcare are eligible as long as:

1) enrollment is open to those other than church members, and

2) religious beliefs are not part of the enrollment criteria. Please note, funds cannot be used to improve facilities/spaces where the primary use is religious activity (i.e., sanctuaries).

What Questions

Q: Why are there two applications?

Answer: There are two rounds of applications that will use a similar application form template.

The first application is submitted by interested childcare providers to their local government sponsor. This will be used by the local government to assess eligibility and competitiveness and to assist the local government in determining which, if any, projects it would like to submit to GNRC for formal evaluation as part of the second round of application.

The second-round application will be evaluated and scored by GNRC in determining program awards. The second application will be shared publicly and with the TN Department of Economic and Community Development.

Other Questions?

Any additional questions after today's webinar may be submitted in writing to grants@gnrc.org

On the Web

GNRC.org/Grants/ChildCare

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CONNECTING COMMUNITIES

EMPOWERING PEOPLE

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