




# Memorandum

**To:** GNRC Area Mayors, County Executives, and City Administrators  
**From:** Michael Skipper, Executive Director   
**Date:** March 1, 2022

**Subject:** Grant Opportunity - Child Care Creation Program

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This memo serves to alert you to a grant opportunity to expand daycare capacity within your community. Given that funding made available to improve local daycare facilities through this program must be awarded through local governments, **GNRC is requesting member jurisdictions with an interest in applying to return the attached program opt-in form by 3/11/2022.** This form is in addition to any paperwork that will be required should you choose to move forward with an application after reviewing the program requirements.

## About the Program

The Tennessee Department of Economic and Community Development has launched the **Child Care Creation Program** using **Community Development Block Grant** funds from the U.S. Department of Housing and Urban Development (HUD). The program is intended to help create or expand child care capacity within Tennessee communities. Local governments can use these funds to help daycare providers serve more families.

The **GNRC region has been allocated \$990,000** of the \$9 million made available statewide. GNRC will be responsible for administering a regionally competitive grant application process to select projects for funding, up to \$500,000.00 per award.

## Local Government Opt-In Form

Due to program requirements, the opportunity may not be a fit for every community across the region. This form allows interested local governments to inform GNRC of their desire to serve as a potential grantee. Though the grant is intended to improve or expand daycare facilities, the municipal or county government must be willing to sponsor the grant application and commit to ensuring that all state and federal requirements are met during the delivery of the project.

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## Eligible Projects

The grant can be used to expand the capacity of daycares participating in the USDA Child & Adult Care Food Program. The facility must be licensed or in the pre-licensure process. Eligible activities include:

- Acquisition of property, building, or structure,
- Rehabilitation of facilities,
- Purchase of equipment, and
- Clearance or demolition of structures.

Only those activities that expand child care capacity and meet licensure requirements will be eligible. In addition, all projects must meet established CDBG requirements including:

- 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.

## Eligible Applicants and Application Process

Only municipal and county governments are eligible to apply. Local governments may subgrant the funds to a childcare provider or manage the project themselves. Funds can be used in Entitlement and Non-Entitlement jurisdictions; however, TNECD has a goal of expending at least 70% of the funds in Non-Entitlement jurisdictions per region. **GNRC will assist with outreach to daycare facilities, coordinate the application process, review and score applications, and make final recommendations for grant awards.**

The application process will require local governments to sponsor projects proposed by daycare facilities. GNRC will provide a pre-application form to help local governments collect the appropriate information from interested facilities as it decides which, if any, to forward to GNRC as part of a full application. GNRC will assist the local government, as needed, to determine project eligibility and assess the overall competitiveness of pre-applications. Eligible projects scoring high enough will then be invited to submit a full application. Final applications will require a public meeting. Applications that include any proposed structural work also will require the procurement of a professional architect.

Projects must be completed with all funds expended by May of 2023. GNRC does not anticipate having grant contracts issued until July of 2022.

## Program Schedule

3/01/2022	Present Program Guidelines and Opt-In Form to members of the GNRC
<b>3/11/2022</b>	<b>Opt-in deadline for member governments; begin outreach to eligible daycares meeting selection criteria</b>
3/17/2022	GNRC to host an informational webinar for interested daycares/applicants
4/01/2022	Deadline for daycare facilities to submit pre-applications to local government
4/15/2022	Deadline for local governments to submit application(s) to GNRC
4/22/2022	GNRC to inform conditional awardees of selection and invite them to submit a professional architect's report (if needed)
5/13/2022	Deadline for grantee public meetings & procuring professional architects (if needed)
6/10/2022	Deadline for professional architect report
6/24/2022	Awards announced
7/29/2022	Deadline to complete Environmental Review
8/05/2022	Deadline to submit bid packages for approval
8/19/2022	Deadline to advertise for construction
9/09/2022	Deadline to open bids

## Requests for More Information

Please direct questions about the program to Matt Von Lunen, GNRC Chief Economic Development Officer, by email at [mvonlunen@gnrc.org](mailto:mvonlunen@gnrc.org) or by phone at 615-862-8849.

*Additional information will be provided to those communities who elect to opt-in to the program.*

## Attachments

- Program Opt-In Form (Return by March 11, 2022)
- GNRC CDBG-CV Child Care Creation Program Guidelines w/ Preview of Application (DRAFT)