# **Announcement**

The Cabinet for Health and Family Services – Division of Child Care is pleased to announce a funding opportunity designed to increase high-quality early education services in Kentucky by providing Matching Grant Funds for Business Partnership Child Care Facilities. This grant opportunity will be utilized to combat the decrease in child care options for working parents across Kentucky.

Submit all questions and applications via email to Jessica Cain at [Jessica.Cain@ky.gov](mailto:Jessica.Cain@ky.gov).

# **Background and Purpose**

The Division of Child Care has seen a decline in child care services across Kentucky within the past several years. With this decline in services, families are left without options of care, forced to quit their jobs, or utilize services that could be detrimental to the wellbeing and safety of their children.

The Division of Child Care is committed to changing the early education environment for our most vulnerable population to encourage safe, healthy, and quality atmospheres that encourages learning at a young age. The Division of Child Care will utilize The American Rescue Act funds to increase quality child care services by providing matching funds to businesses that like to start employee based child care or partner with a local providers to begin a employee based facility.

DCC is looking to increase the capacity of high-quality child care services for businesses. This is to ensure a secure workforce and diminish the child care barrier for their staff. The goal of the Business Partnership Matching Grant is to provide enough financial stability to secure child care services for companies across the state to obtain a reliable and essential workforce while collaborating and supporting a sustainable high-quality child care facility for their employees. This financial support would allow providers to focus on high-quality services and initiate a functional child care structure in their community.

Building a sustainable child care structure within counties that are lacking regulated, high-quality services will assist businesses and parents. Parents will have opportunities to choose programs that are best suited for their families while businesses successfully provide services that will assist in recruiting and retaining staff. This will assist in strong support systems for our youngest citizens and build high-quality structures for children to come in our most vulnerable areas.

# **Requirements**

* Provide information on each partnering agency or business that will be in collaboration and supporting the child care facility.
* Provide an employee survey that shows there is a need for child care services.
* Provide a business plan
* Provide information on who will be served. (Employees only children, friends and family, grandchildren, etc.) Provide policies and procedure on how this will be implemented.
* Provide information on child care staff’s salaries and benefits and discounts that will be available.
* Within that business plan include an environmental scan of the community
* Provide a budget of the program
* Provide a plan on becoming star rated within two years of opening the program.
* Provide how many slots are looking to secure within the center space and age groups
* Program must show proof of matching funds.
* Program must be applying to become a Licensed Type I or a Licensed Type II Facility in Kentucky.
* Program will have to ensure that they accept children on child care assistance.
* Program will have to ensure that they accept infants and toddlers.
* Program will ensure that there is a employee based funding support system in place for services.
* Provider must be a level 3,4, or 5 stars rated program within two years of opening the program.
* All providers must complete the business training within the 6 months of the grant.
* Program must be licensed within 12 months of receiving funds.
* Center must stay open for a minimum of two calendar years.

# **APPLICATION TEMPLATE AND CONSIDERATIONS FOR A COMPETITIVE APPLICATION**

Information in this section will provide direction to the applicant in completion of the application.

***Program Description/Work Statement***

***Business Plan and Environmental Scan***: Section Maximum points= 60

* Up to 20 points awarded for a thorough business plan explaining implementation of the business.
* Up to 20 points awarded for Environmental Scan of the community needs and other child care facilities in the community.
* Up to 20 points awarded on a one year budget that will explain the business income and expenses.

***Program Implementation:*** Section Maximum points= 100

* Up to 60 points for each of the six questions in this section, based upon quality of response and ability to demonstrate that children will receive high-quality services.
* Up to 20 points explaining services that will be provided.
* Up to 20 points explaining partnerships and collaborative efforts with other early childhood professionals within the community to provide on going supports and services to the children within the community.

***Staffing***: Section Maximum points= 40

* Up to 20 points based upon the quality of the response.
* 20 additional points based upon the described qualifications of staff policy and procedures.

***Program Assurances***: Section Maximum points= Zero points

Failure to fully complete the Program Assurances in the affirmative will result in disqualification of the proposal.

**Address of Applicant Agency**:

Fully complete with street address, city, state, zip code, and county of the applying program. The address provided should align with that of the program applying for funding.

**Applicant Eligibility:**

To meet application eligibility for the Business Partnership Matching Grant Opportunity, the applicant must:

1) Provide a business plan that explains the plans of the business which includes an environmental scan, the county which the facility will be in, budget for a year, and number of slots looking to have available within each age range.

2) Provide verification of matching funds available.

3) Provide verification of residency in Kentucky.

Verifications will occur. ONLY applications in which ALL assurances are verified will be considered for funding.

Summary of Grant Request (5 points):

This section of the application asks for the following information:

**Amount of funds requesting**

Include the amount of funds requesting. The applicant must show proof of available funds and the amount requesting can not exceed $100,000.00. The funds requesting may not exceed the amount of funds that the applicant has of available funds.

**Program Description/ Work Statement**

Each question must be answered completely with enough detail to understand exactly what is being proposed.

**Partnership and Collaboration:**

This section has two questions which ask applicants to describe collaborative relationships.

Collaborations play a key role in supporting a successful early education program and significantly impact multiple aspects of a program’s operation.

Question 1: Early Intervention/ text response character limit 5000 (20 points)

*Detail the programs’ inclusion policies and practices.*

*How will your program work with community members and Early education professionals to collaborate services within your community?*

Question 2: Community Members/ text response character limit 5000 (20 points)

*Does your program collaborate with any community members around early education or family support services? Yes or No*

*If so, what type of programs or services would you be collaborating with?*

**Program Implementation:**

This section has five questions.

Question 1: Classroom Capacity Building/ yes/no response and text response character limit 5000 (20 points)

* *What type of care is most sought out within your business?*
  + *Infant and toddler care*
  + *Preschool care*
  + *Afterschool care*
  + *Special needs care*
  + *Medically fragile care*
* *What types of care are you planning to provide?*
* *What is your plan to provide services to each one of these groups?*

*How many slots would your program be able to serve through this grant opportunity?*

* *Infants 0-12 months:*
* *One Year old’s – 12-24 months:*
* *Two year old’s – 24-36 months:*
* *Three year old’s- 36 to 48 months:*
* *Preschool Age Children: 4 and 5 year old’s:*
* *Afterschool Age Children: 6 to 12 years of age:*

Question 2: Continuity of Care/ text response character limit 5000 (20 points)

Relationships are at the heart of high-quality care. It is the trusting relationship children establish that build the foundation for all later development. Applicants should describe the model(s) that will be used to structure classrooms to assure children can build strong relationships.

* *Describe the program’s approach to assure continuity of care. How will classrooms be structured to assure children build positive and long-term relationships with their caregivers and with other children?*

Question 3: Curriculum/ text response character limit 5000 (20 points)

Children have unique development needs. Applicants should describe the program’s curriculum model, and the ways in which this model meets these unique needs. Applicants should reference the *Kentucky Early Learning Standards* in crafting a response to this question*.*

* *Describe the programs’ type of curriculum that will be used for each age group. Describe the ways in which the Kentucky Early Learning Standards will be used in coordination of the curriculum to ensure all developmental areas are being reached.*

Question 4: Family Engagement/ text response character limit 5000 (20 points)

Including a child’s family in the early childhood experience is an important element that contributes to the overall success of a program and the children receiving services. Family engagement extends beyond point-in-time events, and requires vigilant planning, and an understanding of the diverse situations of each family.

* *Describe How you will include families in your program’s activities and the child’s early education success.*

Question 5: Business Responsibilities/ text response character limit 5000 (20 points)

Most providers got into the field for their love and passion of children and caring for them, not so much for their love of business reports and calculations. 80 % of child care providers that close their business do so because they have made poor business discissions and were unable to keep the doors open.

* How are you going to ensure that the child care business is sustainable?
* What tools will you utilize to ensure that sound business discissions are being made?
* What will be the business structure of the child care facility? Will the structure be a partnership with a child care provider or business? Will the structure be in collaboration with other businesses? Will it be on-site or off-site? What will be the contribution of the business to secure the sustainability of the child care facility?

**Staffing:**

This section asks one question related to staffing.

Question 1: Staffing/ text response character limit 5000 (40 points)

Staff recruitment is a barrier for most centers at this moment but are critical to ensuring the quality of programming. While recruitment allows for the acquisition of distinctive teachers, retention helps maintain classroom and program consistency. The applicant’s response should detail both recruitment and retention strategies and should include information regarding the provision for salaries and benefits to entice applicants and retain qualified staff.

*How will funds be utilized to recruit and retain staff for your program?*

FISCAL DOCUMENTATION /BUDGET

will be assessed during the application process to ensure stability of the facility.

*Please attach a detailed budget that will explain the financial stability of this project for your facility.*

PROGRAM ASSURANCES

Applicants must provide assurance that they understand and have the capacity to meet the requirements for the program as outlined within the application assurances. Applicants will be asked to check each assurance box to indicate whether they can comply with the assurances.

**Failure to respond in the affirmative by checking each assurance box will result disqualification from funding consideration.**

# **Formatting Requirements**

# **Submission of Application**

# **Evaluation of Application**

**Signature Date**