



CITY OF SEATTLE CHILD CARE STABILIZATION FUND

FAQ for Child Care Provider Grants

Who is eligible to apply for the grant?

Funding is available to licensed child care providers (0-12) and school-age only programs. Providers must be currently open and operating a full-year program. **Programs must operate within Seattle City limits.** Programs outside of Seattle, including unincorporated King County, are **not eligible** for this funding opportunity. School-age, license-exempt providers operating within Seattle city limits are eligible with conditions. *

*School-age, License exempt providers must provide child care during the school year and currently operating full day. Camps are ineligible. The primary purpose of the program must be child care.

What are the grant amounts?

Grants will be awarded in the following amounts:

Base Grant Amount	Licensed Capacity/Program Capacity Number of Children Served
\$5,000	0-12
\$6,000	13-29
\$7,000	30-49
\$8,000	50-74
\$9,000	75-99
\$10,000	100+

Child Care Provider Award Enhancements

Each provider that receives an award will be eligible for an additional enhancement. Each enhancement that the provider qualifies for will add an additional \$750.00 to their total award. The total award cannot exceed \$10,000. Qualifying enhancements include:

- Serving a high concentration of families receiving state or city subsidy.
- Providing overnight/Extended Care based on information listed in Child Care Check. Overnight/extended hours includes care beyond the hours of 5:00AM to 7:00PM Monday-Friday.



Are these grants competitive?

No, grants are non-competitive. However, it is unlikely there will be enough money to award all providers who apply. Therefore, awards will be prioritized based on the following criteria:

Tier	Criteria
1	Meets both criteria: <ul style="list-style-type: none"> Served a child on Working Connections Child Care (WCCC)/Child Care Assistance Program (CCAP)/Homeless in the last 12 months. Located in a priority geographic area*
2	Meets one of two criteria: <ul style="list-style-type: none"> Served a child on Working Connections Child Care (WCCC)/Child Care Assistance Program (CCAP)/Homeless in the last 12 months. Located in a priority geographic area*
3	Is eligible but meets none of the criteria outlined in Tiers 1-2
*Criteria will be reviewed through the City of Seattle Race and Social Equity Index. To qualify, applicants will need to be located in the highest or second highest areas of disadvantage. For more information on the index, see here .	

Do providers need to operate at full licensed capacity to be eligible?

No. Providers do **NOT** need to be operating at a **fully licensed capacity** to be eligible.

Is a provider required to serve families accessing the Working Connections Child Care state subsidy or enrolled in the Child Care Assistance Program (CCAP) to be eligible?

No. Any licensed provider within Seattle city limits can apply, whether or not they take Working Connections Child Care (WCCC) or Child Care Assistance (CCAP) subsidies.

What can these funds be used for?

To receive funds, providers selected for a grant through this process will be required to sign an agreement confirming that the information provided on the application is true and correct to the best of the provider’s knowledge and confirming funds will only be used to help support the provider’s business operations. Examples of allowable uses include keeping staff on payroll, maintaining operating hours, and additional cleaning or other costs associated with operating safely during the pandemic. **Providers will be required to keep records regarding the use of the funds and to provide the records to the City if requested.**

Will the grants be given in full?

The full grant amount will be awarded up front, after the application is approved. Providers will be paid by EFT or check to the mailing address listed on the grant application. Payments made to providers will be sent out between February 15, 2021 – March 17, 2021.



If I am an agency that has multiple licensed child care sites in Seattle, do I need to submit separate applications for each site?

Yes, please complete an application for each individual eligible licensed site. Agencies with multiple licensed locations are permitted to submit applications for each of them.

What documentation will I need to submit?

After notification of award, you will need to submit a Washington State business license with Unified Business Identifier (UBI) or DCYF child care license and a completed and signed W-9. Approved providers will also be required to sign a binding Grant Agreement with the City of Seattle, which will be sent through DocuSign.

Are the grant funds taxable?

Grant funds are considered income. For purposes of taxes, grants should be treated similarly to other income received by your business.

Do providers need to save and submit receipts associated with this grant?

No. Providers will be required to keep records regarding the use of the funds and to provide the records to the City if requested.

Is there a deadline to apply for this grant?

Yes. The deadline to apply is **January 27, 2021 by midnight**.

How does a provider apply for a grant?

Beginning January 15, 2021, providers can access the grant application by checking their email. Only eligible providers residing in Seattle City limits will receive an email invitation. The provider will click on the link to the grant application, where they will answer a few short questions including your business name, address, provider license ID number, and Unified Business Identifier (UBI).

The grant application is available online, and in pdf format, in English, Simplified Chinese, Vietnamese, Somali, and Spanish. The pdf application may be printed, completed, and submitted to grants@childcare.org. Please include your Washington State business license with Unified Business Identifier (UBI) or DCYF child care license and a completed and signed W-9.

If you have multiple, eligible licensed child care programs, you must fill out an application for each one.

For additional questions or support completing the application, please contact your Early Achievers Coach. If you do not have a Coach, call the Child Care Resources provider line at 1-800-446-1114.

What if a provider needs help filling out the application?

Contact your Early Achievers Coach for assistance. If you do not know who your Coach is, call the Child Care Resources provider line at 1-800-446-1114.



How and when will a provider receive a grant payment?

Final award announcements will be made in early February. All providers will be notified of their award status via email. Providers will be paid by direct deposit or check to the mailing address listed on the grant application. Payments made to providers will be sent out February 15, 2021 – March 17, 2021.