

# Child Care Restoration Grants 2021



## Frequently Asked Questions | March 2021

### *General Questions*

#### **1. What is the Child Care Restoration Grants 2021 program?**

The Child Care Restoration Grant (CCRG) 2021 is a program intended to support the economic health of licensed child care and license exempt centers who endured lost revenue due to the COVID-19 public health emergency. The overarching goal is to ensure the child care infrastructure in Illinois emerges from the pandemic as stable and able to continue to provide care as possible.

Reduced enrollment, increased operating costs, and chronic staffing challenges for programs have remained constant or increased as the pandemic has persisted. The CCRG 2021 program is designed to help sustain child care through this difficult time.

#### **2. What is the origin of funding for the CCRG 2021?**

The Child Care Restoration Grants 2021 will be funded through federal relief funding that is specifically designated for child care, and these funds will flow through the Illinois Department of Human Services.

#### **3. Who is running this grant program?**

The Illinois Department of Human Services (IDHS) is running the CCRG 2021 grant program. IDHS will contract with the Illinois Network of Child Care Resource and Referral Agencies (INCCRRA) to administer the program.

#### **4. Will programs that applied in 2020 and received a grant need to reapply and provide documentation again?**

No. Programs that received a CCRG grant in 2020 will not need to reapply. However, programs will need to 'opt in' to signify the program would like to again be considered for a grant in the CCRG 2021 program.

When applications open, more information will be provided on how programs can opt in for grant payments in 2021. Programs must have completed monthly reporting for grants in 2020 and have these reports accepted by INCCRRA before 2021 grant payments will be mailed.

#### **5. When will the application for the Child Care Restoration Grant 2021 program be released?**

Applications will be open and available online through the Director Portal on the Gateways to Opportunity Registry on the following dates (please see below). New programs can apply, and existing programs can opt in for grant funds to cover expenses, in January, February, and March 2021.

- Licensed Centers – Tuesday, March 16, 2021
- Licensed Family Child Care – Thursday, March 18, 2021
- License-Exempt Centers – Monday, March 22, 2021

Applications for January, February, and March funding will close at midnight on Friday, April 16, 2021.

## 6. If I am a new applicant, what can I do now to start preparing to apply for a Child Care Restoration Grant in 2021?

You can start to gather the information/documents listed below to prepare:

- Gateways to Opportunity Registry Director Portal
  - The application will be made available through the Gateways to Opportunity Registry Director Portal. Your Registry membership needs to be current, and you will need access to the Director Portal for your program to complete the application. Both can be done in preparation for your application.
  - Join or Renew [Gateways Registry Membership](#)
  - Request Access to the [Director Portal](#)
- Dunn and Bradstreet Federal ID Number (DUNS)
  - A DUNS number is required to ensure that programs are not on the federal 'disbarred' list. A DUNS number can be accessed online for free at <https://fedgov.dnb.com/webform/displayHomePage.do>. It is important to note that obtaining a DUNS number is free; however, there are companies that advertise they will provide a DUNS number for a fee. These companies should not be used. ONLY use the link above and [www.grants.gov](http://www.grants.gov) to request a DUNS number, and do not pay a fee. Be careful to not accidentally be redirected to a different website for this service. A DUNS number cannot be received by phone.
- [Completed W9](#)
- 2021 Attestation – this document will be available soon on the [CCRG webpage](#)
- For centers only – an Illinois Secretary of State [Certificate of Good Standing](#)

## Eligibility and Application Questions

### 1. Who can apply for Child Care Restoration Grants in 2021?

- Licensed Child Care Centers
  - Must be open and caring for children by March 15, 2021.
  - Must be providing full-time care defined as a program that is open and offering at least eight consecutive hours of care per day, five days per week.
  - Must have at least 25% of the child care program's revenue received from private pay tuition and/or IDHS Child Care Assistance Program (CCAP).
- Licensed Family Child Care Homes and Group Family Child Care Homes
  - Must be open and caring for children by March 15, 2021.
  - Must be providing full-time care defined as a program that is open and offering at least eight consecutive hours of care per day, five days per week.
  - Must have at least 25% of the child care program's revenue received from private pay tuition and/or IDHS Child Care Assistance Program (CCAP).
- License-Exempt Child Care Centers and Out of School Time (OST) Providers
  - Program must be open and caring for children by March 15, 2021.
  - Must be providing full-time care defined as a license exempt program offering care 5 days per week.
  - Must have at least 25% of the license exempt program's revenue received from private pay tuition, other private funding and/or CCAP funding.
- Government entities are not eligible to apply.
- Both non-profit and for-profit providers are eligible to apply.

### 2. Will there be an information session offered when the applications are released to explain the program and process to apply?

Technical assistance webinars will be offered the week of March 15, 2021 by provider type. They will also be recorded and posted on the CCRG webpage for later viewing. To register visit the [CCRG webpage](#).

- Licensed Centers – Tuesday, March 16th – 2:00pm
- Licensed Family Child Care Homes and Group FCC – Thursday, March 18th – 6:00pm
- Spanish Licensed Family Child Care Homes and Group FCC – Thursday, March 18th – 7:00pm
- License Exempt Centers – Friday, March 19th – 10:00am

**3. Is this program just for providers who care for low-income children through the IDHS Child Care Assistance Program (CCAP)?**

No. Any provider in the State of Illinois who meets the eligibility criteria is encouraged and eligible to apply.

**4. Is an ExceleRate Circle of Quality required to apply for this grant?**

No, you do NOT have to have an ExceleRate Illinois quality rating to be eligible for the CCRG 2021 program. Having a level of quality will affect the amount of the award but not your eligibility to apply.

**5. To apply, are programs required to be offering full time care?**

Yes, licensed centers and licensed family child care homes are required to be licensed to offer full-time care, defined as a program that is open and offering at least eight consecutive hours of care per day, five days per week.

**6. Can I apply for a grant if I am still closed and not caring for children?**

No. You must be open and caring for children when you submit the full grant application to qualify for a grant.

**7. Am I eligible to apply if I am a for-profit child care provider?**

Yes. Non-profit and for-profit providers are eligible to apply.

**8. If I received a stipend as an emergency child care provider at the beginning of the COVID-19 pandemic, can I still apply for this grant?**

Yes.

**9. What if we are currently renewing our DCFS license can we still apply?**

This will not affect your ability to apply for the grant program.

**10. If I make a mistake in any part of my application, am I disqualified?**

No. If there is additional information/clarification needed for your application to be processed, someone will notify you by email regarding what supporting documents will need to be [re]submitted to complete your application. You will have two weeks from original application admission date to supply those documents to INCCRRA. However, an incomplete application can delay the distribution of funds. It is in your best interest to submit a complete application with all required documentation.

**11. How do we apply if we have more than one site?**

Restoration Grants are site-based and each site must apply separately.

**12. What does it mean to be in good standing with the Illinois Secretary of State?**

The Illinois Certificate of Good Standing, sometimes called the Certificate of Existence, is used to verify the existence of most business entities in the State to include registered partnerships, corporations, and Limited Liability Companies (LLC) authorized to transact business in the State of Illinois.

**13. Will a certificate of good standing from one year ago be accepted?**

The certificate of good standing must have a 2020 or 2021 date.

**14. When we apply for the CCRG 2021, should we include the Child and Adult Care Food Program (CACFP) funding in the funding percentages section of the application?**

No. Please do NOT include adult/child food care program funding in your funding percentages.

**15. Will State-funded child care programs have priority over private programs?**

No. The amount of the grant award will differ based on whether a program is in a Disproportionately Impacted Areas (DIA). To find out what zip codes are included in the State's list of DIAs, visit [www2.illinois.gov/dceo/SmallBizAssistance/Documents/BIGDIAZipCodeList\\_062520.pdf](http://www2.illinois.gov/dceo/SmallBizAssistance/Documents/BIGDIAZipCodeList_062520.pdf).

## 16. Can I mail in an application or will it need to be submitted online?

Paper applications will not be accepted. The application can only be completed and submitted online through the Gateways Registry Director Portal. You will also need to upload required documents through the online portal.

## 17. Is there an appeal process for these Child Care Restoration Grants?

Yes. An appeal process will be made available after applications open on the [CCRG webpage](#). A licensed center may need to appeal if their license capacity has recently increased or is incorrect. A licensed family child care home may need to appeal if they have experienced a change from a home to a group home.

## Grant Funding Questions

### 1. How will grant amounts be based?

The grant funding formula considers several factors including licensed capacity, the area of the State in which you reside, if you have achieved an ExceleRate Circle of Quality, and if you are in a disproportionately impacted area (DIA). A list of DIA zip codes can be found at the following link: [https://www2.illinois.gov/dceo/SmallBizAssistance/Documents/BIGDIAZipCodeList\\_062520.pdf](https://www2.illinois.gov/dceo/SmallBizAssistance/Documents/BIGDIAZipCodeList_062520.pdf)

The grant funding formula for licensed centers will be similar to CCRG awards in 2020. However, a step-down percentage approach will be used throughout the life of the CCRG 2021. For January, February, and March, programs will be paid 80% of the 2020 monthly grant amount. Subsequent step-down percentages are still being determined based on available funding.

### 2. If we are NAEYC accredited but do not have an ExceleRate Circle of Quality, will that also be factored into the funding?

No. The grant funding formula considers several factors including licensed capacity, the area of the State in which you reside, if you have achieved an ExceleRate Circle of Quality, and if you are in a disproportionately impacted area (DIA). NAEYC accreditation is not considered in figuring the grant award amount.

### 3. Why do licensed family child care and license-exempt centers receive a one-time stipend vs. ongoing grants?

CCRG 2021 is targeted to the providers whose enrollment has declined most significantly. We recognize that nearly all providers have experienced declines in enrollments and increases in costs, and we will work to expand grants if additional funds become available.

### 4. Is the CCRG 2021 a one-time grant payment?

As of today, the goal is to provide ongoing grants to licensed centers until September 2021 and one-time stipends to licensed family child care and license-exempt centers covering the months of January, February, and March 2021. Based on additional relief funding, the State will reassess this strategy.

### 5. Will there be programs who will not be awarded any amount? Or will all programs be awarded at least some dollars?

All applications successfully completed, received within the open application period, and deemed eligible for the program will receive an award. This is NOT a lottery system.

### 6. Can I receive Paycheck Protection Program (PPP) funds and CCRG?

Yes. You can receive both PPP and CCRG 2021. However, you must allocate the funding appropriately. For example, if your payroll costs are \$2000 per month, and you receive \$1000 from PPP and allocate \$1000 of CCRG, this would be an approved expense. You could also receive \$2000 from PPP and use all your CCRG on other allowable expenses. You could not receive \$2000 from PPP and allocate an additional \$2000 of CCRG for payroll.

### 7. If I am awarded a CCRG 2021, when will I receive the money?

Assuming the application materials are submitted correctly and received within the allowable time-period, awards will be distributed in April 2021.

## 8. Is the grant award considered taxable income at the state and federal levels?

Yes. The CCRG 2021 is considered income and is taxable for the 2021 tax year (to be filed in 2022). Programs who are awarded a grant will receive an IRS Tax Form 1099-MISC.

## 9. What if we can't spend all the funding?

Programs are encouraged to spend CCRG funding in the appropriate month; however, you have until the end of each quarter to expend all funds. So, funds from January can be spent in February and/or March, but all the funds must all be spent by the end of March. Consult with your accountant on how to maximize the funds.

## 10. Does the CCRG 2021 grant award get included when assessing my total grant funding received within one tax year?

Yes. If your total grant awards exceed the federal IRS limit, you are required to file a single audit with the IRS. To learn more about a single audit: [Federal Law Audit Requirements | National Council of Nonprofits](#).

## 11. If Congress passes another COVID-19 relief package, will the CCRG 2021 program last longer and/or provide bigger grants going forward?

We are hopeful Congress takes additional action to provide much needed relief to states, families, and communities. We cannot say what that package will look like for Illinois or how funds will be spent. We will continue to notify providers through the [CCRG webpage](#) with any updates and highlights.

### *Allowable Expenses Questions*

#### 1. What can these funds be used for, and what will be required on the monthly report?

Allowable expenses are directly related to lost revenue or incurred expenses due to the COVID-19 pandemic. Examples of allowable expenses include, but are not limited to, staff salary, rent/mortgage, insurance, cleaning supplies, contractual services, cleaning/maintenance services and PPE supplies for staff.

#### 2. Can I buy equipment or pay for renovations to improve my space for cleanliness or social distancing?

The CCRG 2021 program is designed to in-part compensate for revenue lost due to reduced capacity in your program. Purchasing equipment and or renovations to accommodate for changes required during the pandemic would be considered allowable expenses.

### *Monthly Reporting Questions*

#### 1. What reporting will be required for the CCRG 2021?

Monthly reporting will be required on the 15th of the month following the funded quarter. For example, the first grant will be for January, February, and March 2021. Reports will be due on April 30th. Reporting requirements will be similar to what was required in 2020, although we have taken efforts to simplify the reporting forms. Receipts do not need to be submitted but they must be maintained by the program for five years for federal and state auditing purposes.

#### 2. Will there be assistance offered in filling out the monthly expense statement?

Yes. Technical assistances will be available for all provider-types eligible for the CCRG 2021 to review instructions on completing monthly reporting. Additional resources will be available on the [CCRG webpage](#) soon. You may also email questions to your CCRG counselor or the CCRG helpline at [ccrg@inccrra.org](mailto:ccrg@inccrra.org).