

# STATE OF ILLINOIS

## CHILD CARE WORKFORCE BONUS

### ATTESTATION

The Child Care Workforce Bonus Program (The 'Program') is administered by the Illinois Department of Human Services. The Program is supported by a grant agreement ("Agreement") between the Illinois Department of Human Services (the "Department") and the Illinois Network of Child Care Resource and Referral Agencies (INCCRRA) (the "Grantee") to administer the Program. The Department is authorized to grant funds to the Grantee in support of eligible activities under the Program. The Agreement authorizes the Grantee to provide beneficiary payments to eligible participants that meet certain conditions. As an eligible participant, your Business ("Beneficiary") is required to utilize these grant proceeds for specific purposes, as set forth below. Additionally, your Business shall adhere to the terms and procedures established by the Grantee under this Program.

As a Beneficiary, to participate in the program, you must remain in compliance with the terms and certifications set forth below. Please review the below items carefully, as your child care program and its representatives shall warrant that all material facts presented are accurate. If your child care program is unable to provide this assurance, please notify INCCRRA prior to executing this certification and provide any relevant information as required.

### General Covenants, Representations, and Warranties

As the authorized representative of the Beneficiary, I agree and certify that:

- The information provided on behalf of the Beneficiary for the Program application and the IRS Form W-9 are true and accurate.
- The Beneficiary is a licensed child care center, a licensed family child care home or group home or a license-exempt center operating as of March 11, 2021, meets all requirements necessary for licensure or to maintain license-exempt status, and is currently open and caring for children and meets the eligibility criteria for this grant program.
- The Beneficiary has ensured that those staff required to have an up-to-date Gateways Registry membership do indeed have such a membership and that those staff are linked to the Beneficiary through the Gateways Registry and appear in the program's Director Portal. For Beneficiaries that are part of or have multiple site locations, each site must list staff working at that site within the Gateways Portal when applying, with no duplication of staff across sites, so as to avoid duplicate bonus payments.
- The Beneficiary understands that any funding provided by this beneficiary payment is being provided under the Program and is authorized under federal funding guidance for the American Rescue Plan Child Care and Development Block Grant Discretionary funds. Funding must be spent on a bonus for personnel currently employed by the Beneficiary or personnel hired by the Beneficiary prior to June 30, 2022, as well as federal and state taxes directly incurred from issuing bonus payments.
- The Beneficiary has the legal authority to apply for federal, State, and local assistance, and has the institutional, managerial, and financial capability to ensure that the child care program will comply with the established requirements of this beneficiary payment. The Beneficiary complies with all relevant laws, regulations, and executive orders from the State and federal government, including the social distancing guidelines and other safety measures outlined in the most recent DCFS Guidance.
- The Beneficiary will operate and maintain the facility in accordance with the minimum standards as may be required or prescribed by any applicable federal, State, and local agencies for the maintenance and operation of such facilities.

- The Beneficiary will continue to comply, as applicable, with the provisions of the Contract Work Hours and Safety Standards Act (40 U.S.C. 327-333), the Copeland Act (40 U.S.C. 276c and 18 U.S.C. 874), the Davis-Bacon Act (40 U.S.C. 276a-276-1), the Drug-Free Workplace Act of 1988 (44 CFR, Part 17, Subpart F), the Fair Labor Standards Act (29 U.S.C. 201), and the Illinois Prevailing Wage Act (820 ILCS 130/1).
- The Beneficiary will comply with all relevant laws and regulations concerning non-discrimination.

The Beneficiary will pay no appropriated funds to any person for influencing or attempting to influence an officer or employee of federal, State or local government, or an employee of a member of any federal, State or local government in connection with the awarding of any State and federal contract, the making of any State and federal grant, the making of any State and federal loan, the entering into any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any State and federal contract, grant, loan or cooperative agreement.

The Beneficiary will take all practical steps to remain viable, solvent, and in operation. Additionally, the Beneficiary attests that it has not taken any material steps to dissolve in 2021 and/or 2022.

The Beneficiary has no lawsuits, claims, suits, proceedings or investigations pending, to the knowledge of the Beneficiary, threatened against or affecting the Beneficiary (or its officers and directors) in respect of the assets of the Beneficiary nor, to the knowledge of the Beneficiary, is there any basis for any of the same, and there is no lawsuit, suit or proceeding pending in which the Beneficiary is the plaintiff or claimant which relates to the Beneficiary or assets of the Program.

The Beneficiary has no action, suit or proceeding pending or, to the knowledge of the child care program, there is nothing that threatens or questions the legality or propriety of the transactions contemplated by this document.

The Beneficiary has not received any notice of any investigation conducted or charges, complaints or actions brought by the State of Illinois or any governmental body within the State of Illinois regarding the Business or its officers and directors.

The Beneficiary nor its officers and directors have received any notice that it is the subject of any criminal investigations or charges.

The Beneficiary will hold harmless the United States and its agents and employees, the State of Illinois and its agents and employees, from and against all claims, damages, losses, and expenses arising out of or resulting from the approval of work, regardless whether such claim, damage, loss or expense is entirely or in part by the United States or the State of Illinois. The child care program understands that the release of all information by the Department and the

Grantee, in any manner, is hereby authorized, and I hereby release all persons, agencies, firms, companies, and entities, from any damages resulting from such information.

The Beneficiary will use the proceeds of the beneficiary payment supported by the Grantee exclusively to issue bonus payments to personnel employed by the Beneficiary or to pay federal and state taxes directly incurred from issuing bonus payments.

The Beneficiary will not use any proceeds of the beneficiary payment for expenditures that have been or will be reimbursed by any other grant source, including but not limited to Head Start/Early Head Start, Preschool for All/Prevention Initiative, grants from school districts or local governments, disaster relief funding, or the forgivable portion of loans such as the Paycheck Protection Program.

The Beneficiary certifies that they will meet certain requirements throughout the period of the beneficiary payment, including:

- When open and providing services, the Beneficiary will implement policies in line with guidance and orders from state and local authorities and, to the greatest extent possible, implement policies in line with guidance from the Centers for Disease Control and Prevention (CDC) available at [www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/guidance-for-childcare.html](http://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/guidance-for-childcare.html).

- For each employee (including lead teachers, aides, and staff that are employed by the Beneficiary to work in child care transportation, food preparation, and any other staff that the Beneficiary employs to support child care operations), the Beneficiary will pay at least the same amount in weekly wages and maintain the same benefits (such as health insurance and retirement, if applicable) for the period beginning on the date of application and through June 30, 2022. The Beneficiary may not involuntarily furlough employees from the date of application through June 30, 2022.
- Applying all funding received through the program to bonuses for staff working in the program at time of award or staff hired between time of award and June 30, 2022. Bonuses may be issued as separate payments or as part of a recipient's regular pay period check or direct deposit. Programs are encouraged to issue multiple bonuses to staff between date of award and June 30, 2022 rather than one lump-sum payment. Programs are also encouraged to consider providing larger payments to those staff who have worked throughout the pandemic, as a recognition of their hard work and sacrifice.
- Issue all bonus payments to staff prior to June 30, 2022.

All spending related to this Program must be reimbursable by the federal funding guidelines.

Beneficiary certifies that at least 25% of the child care program's revenues are received from private pay tuition, other private funding and/or IDHS Child Care Assistance Program (CCAP). Beneficiary certifies that a grant report, due by June 30, 2022, will be submitted to the Grantee in a timely manner.

Beneficiary certifies that the child care program is open and currently caring for children at the time of application. Beneficiary certifies that it will return any unused portion of the grant award.

Beneficiary certifies that it will maintain and make available to INCCRRA, the State of Illinois and the US Department of the Treasury upon request all documents and financial records in compliance with all related Treasury guidance and subsection 601(d) of the Social Security Act, as amended, (42 U.S.C. 801(d)). All records pertinent to the beneficiary payment shall be retained for five years from the last payment made from the Program.

Beneficiary certifies that it will maintain and make available to INCCRRA documents needed to support program reporting if chosen for an audit.

## CHILD CARE WORKFORCE BONUS ATTESTATION SIGNATURE

The individual below, acting in the capacity to represent the Beneficiary in completion of this certification, certifies that all information contained herein, is true to the best of his/her knowledge and belief. I declare under penalty of perjury that the above statements are true and correct.

Authorized Representative \_\_\_\_\_

(Name) \_\_\_\_\_

Signature \_\_\_\_\_

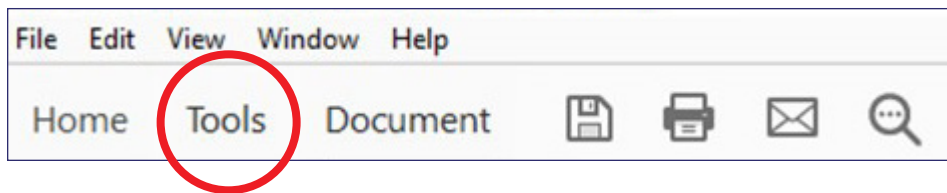
Title \_\_\_\_\_ Date \_\_\_\_\_

Name of Program \_\_\_\_\_

# How to Create an Electronic Signature in a pdf (Adobe Acrobat)

1 Open the pdf document in Acrobat Adobe Reader.

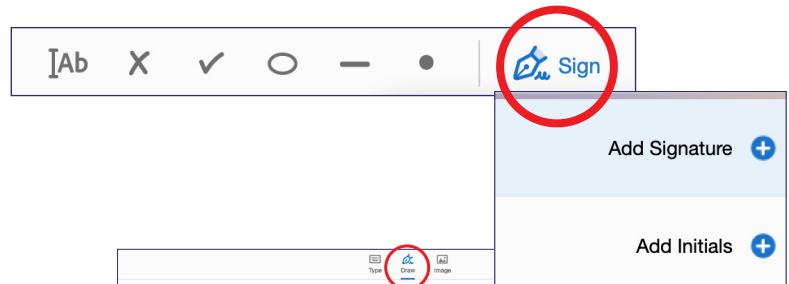
2 Select the **“Tools”** tab in the top menu bar.



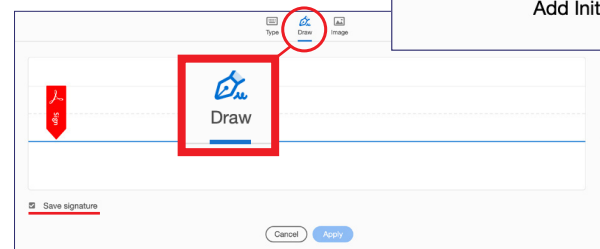
3 Select **“Fill & Sign”**.



4 Click the **“Sign”** button and then **“Add Signature.”**



5 Select the **“Draw”** option. Then, using your mouse, sign your name in the box. *Note: You will have the option to save your signature for future use.*



6 After completing the signature, click **“Apply”**. Drag the signature box to any area of the pdf needing a signature.

