

# STATE OF ILLINOIS

## 2025 Smart Start Workforce Grants – Attestation

### FISCAL YEAR 2026 ROUND 1 COVERING JULY, AUGUST, AND SEPTEMBER 2025

The Smart Start Workforce Grants (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 sub-recipient payments to eligible participants that meet certain conditions. As an eligible participant, your Business ("Sub-recipient") 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 Sub-recipient, 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 Sub-recipient, I agree and certify that :

- The information provided on behalf of the Sub-recipient for the Program application and the IRS Form W-9 are true and accurate.
- The Sub-recipient is a licensed child care center, a licensed family child care, or family group child care operating as of March 1, 2025 and is currently open and caring for children.
- The Sub-recipient certifies that for centers classrooms receiving Smart Start Workforce Grant funding receive only CCAP and/or private pay funding and/or for family child care or a family group child care program receives only CCAP and /or private pay tuition.
- The Sub-recipient certifies that at least 15% (for licensed child care centers) of licensed capacity at time of application is enrolled in the Child Care Assistance Program (CCAP), DCFS child care payments or military child care subsidies in one or more months between January 2024 and the date of its Smart Start Workforce Grants application.
- The Sub-recipient certifies at least 1 child (for licensed family child care), or 2 children (for licensed family group child care) are enrolled and funded by CCAP, DCFS child care payments or military child care subsidies in any one month between January 2024 and the date of its Smart Start Workforce Grants application.
- The Sub-recipient will pay at least the required wage floor to teachers and teacher assistants in grant funded classrooms (in licensed centers) or assistants (in licensed family child care or licensed family group child care).
- The Sub-recipient will maintain proper payroll reporting and documentation and provide proof for the full funding use period that required positions in grant funded classrooms are paid at least the required wage floor. Additional documentation may be required as part of an audit.
- The Sub-recipient understands that they will be audited and may have to provide additional documentation to show proof of wage floor requirement, number of grant funded classrooms, and minimum classroom enrollment.
- The Sub-recipient understands that any funding provided by this sub-recipient payment is being provided under the Program and is authorized under the state funding guidelines. Funding may only be used for eligible costs as established by the Illinois Department of Human Services, Division of Early Childhood who governs these funds.

- The Sub-recipient 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 sub-recipient payment. The Sub-recipient complies with all relevant laws, regulations, and executive orders from the State and federal government.
- The Sub-recipient 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 Sub-recipient 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 Sub-recipient will comply with all relevant laws and regulations concerning non-discrimination.
- The Sub-recipient 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 Sub-recipient will take all practical steps to remain viable, solvent, and in operation. Additionally, the Subrecipient attests that it has not taken any material steps to dissolve and does not plan to in 2025.
- The Sub-recipient has no lawsuits, claims, suits, proceedings or investigations pending, to the knowledge of the Sub-recipient, threatened against or affecting the Sub-recipient (or its officers and directors) in respect of the assets of the Sub-recipient nor, to the knowledge of the Sub-recipient, is there any basis for any of the same, and there is no lawsuit, suit or proceeding pending in which the Sub-recipient is the plaintiff or claimant which relates to the Sub-recipient or assets of the Program.
- The Sub-recipient 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 Sub-recipient 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.
- Neither the Sub-recipient nor its officers and directors have received any notice that it is the subject of any criminal investigations or charges.
- The Sub-recipient 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 of 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 Sub-recipient will use the proceeds of the sub-recipient payment supported by the Grantee exclusively for wage and salaries and will be required to pay at least the wage floor to defined roles in grant funded classrooms. This payment cannot be made in the form of a bonus or in cash.
- The Sub-recipient will not use any proceeds of the sub-recipient 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.

The proceeds of this sub-recipient payment will be used to stabilize and supplement program operations in accordance with the following categories:

- When open and providing services, the Sub-recipient will implement policies in line with guidance and orders from state and local authorities.
- The Sub-recipient will submit quarterly reports providing payroll reporting and /or documentation for the full funding use period showing proof that they have paid required positions at least the required wage floor. These reports will be due by the end of the month following the funding use period.
- Sub-recipient agrees to continue to participate in the IDHS Child Care Assistance Program (CCAP) throughout the Smart Start Workforce Grants Program and attempt to maintain at least 15% of licensed capacity (licensed child care center), 1 child (licensed family child care), or 2 children (licensed family group child care) enrolled in CCAP.

An award made to the Sub-recipient in this round of funding does not bar the Sub-recipient from applying for future funding opportunities if they continue to meet the eligibility requirements established.

The Sub-recipient certifies that quarterly reports, due the last day of the month following the end of the funding use period (e.g., October 31, 2025 for the funding use period of July, August, and September 2025.) will be submitted to the Grantee in a timely manner.

The Sub-recipient certifies that the child care program is open and currently caring for children at the time of application and that it will notify the grantee if the program closes unless closure is for the duration of two weeks or less.

The Sub-recipient certifies that it will return any unused portion of the grant award at the end of the funding use period. Sub-recipient 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 sub-recipient payment shall be retained for five years from the last payment made from the Program.

# STATE OF ILLINOIS

## 2025 Smart Start Workforce Grants – Attestation

**FISCAL YEAR 2026 ROUND 1 COVERING JULY, AUGUST, AND SEPTEMBER 2025**

### SIGNATURE PAGE

The individual below, acting in the capacity to represent the Sub-recipient 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 the penalty of perjury that the above statements are true and correct.

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

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

Signature \_\_\_\_\_

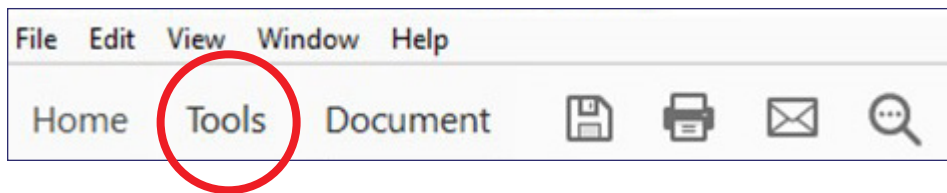
Title \_\_\_\_\_ Date \_\_\_\_\_

INCCRRA Org ID # \_\_\_\_\_

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

1 Open the pdf document in Acrobat Adobe Reader.

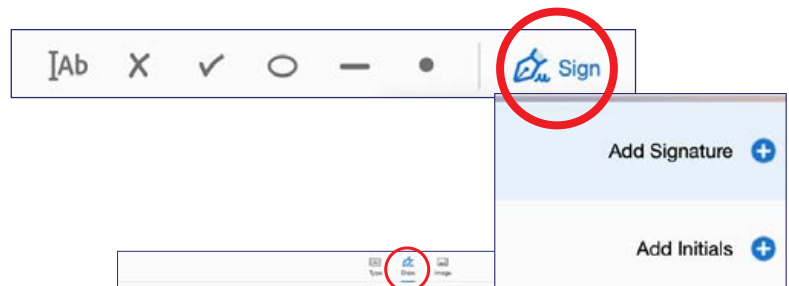
2 Select the **“Tools”** tab in the top menu bar.



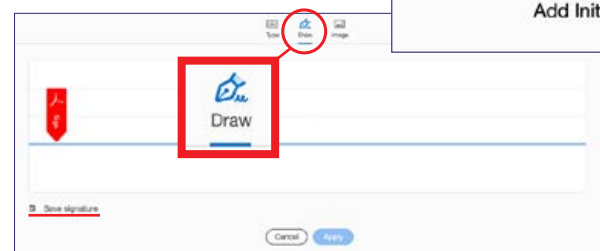
3 Select **“Fill & Sign”**.



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.

