

Child Care Partnership Grants

Notice of Funding Availability

Purpose. Competitive grants to foster collaborative partnerships that expand child care capacity in Washington communities.

Eligibility. Washington nonprofit organizations, federally recognized tribes, and local government entities, including school and educational service districts.

Activities. Community-wide, collaborative child care program capacity needs assessments, feasibility studies, planning, and plan implementation activities in underserved areas and for historically marginalized communities and families.

Funding. Awards of up to \$100,000. Total amount available up to \$500,000 in Round One and up to \$500,000 in Round Two.

Schedule for Funding Round 1

Notice of Funding Availability Release: June 15, 2020
*Optional Question & Answer Sessions: June 23 & July 1, 2020
Applications Due: **5:00 PM on Friday, July 10, 2020**
Apparent Successful Applicants Announced: July 24, 2020
Performance Period: August 14, 2020 - June 30, 2021

Estimated Schedule for Funding Round 2

Notice of Funding Availability Release: August 17, 2020
Optional Question & Answer Sessions: to be announced
Applications Due: 5:00 PM on September 11, 2020
Performance Period: October 9, 2020 - June 30, 2021

Application Process:

1. Review this notice.
2. Assess eligibility.
3. Identify partners.
4. Attend optional Q&A session.
5. Draft grant application.
6. Secure letters of support.
7. Email by July 10, 2020.

Contact:

Mary Baldwin
Program Coordinator
Community Engagement and Outreach
mary.baldwin@commerce.wa.gov
Phone: 360.725.2815

Grant updates:

See grant webpage or email Mary Baldwin to receive grant updates.
*Optional Q&A session login details will be posted on the grant webpage.

Grant webpage:

<https://www.commerce.wa.gov/about-us/boards-and-commissions/child-care-collaborative-task-force/child-care-partnership-grants/>

Grant Guidelines

Purpose

Child Care Partnership Grants will fund community-driven planning and plan implementation to adapt and expand child care capacity. Grants are designed to support health, safety, and academic success of children and youth in ways that make sense for local communities.

Eligible Organizations

The following organizations are eligible to apply for a Child Care Partnership Grant. The applicant organization may apply on behalf of a collaborative group of organizations as a fiscal sponsor. Applicants and populations served must be located in the state of Washington.

- Nonprofit organizations having a 501(c)(3) status with the Internal Revenue Service (IRS)
- Local government entities
- Federally recognized Washington tribes

Minimum Requirements

To be considered for grant funding, projects must:

- Focus on expanding capacity of and access to child care
- Involve collaborative effort of community partners. The application must include (as an attachment) one or more letters of support signed by project partners indicating commitment to collaborate.
- Respond to local community needs

Funding Priorities

Grant funds will prioritize projects that expand capacity of and access to child care programs that serve:

- Underserved areas (where access is very limited)
- Historically marginalized communities and families

Project Outcome Examples

Examples of project outcomes include, but are not limited to:

- Build partnerships and link systems to address local child care issues
- Adapt to the mid-/post-pandemic "new normal"
- Understand and address specific local access barriers and capacity gaps

Eligible Activities

These grant funds are intended to be flexible and support a variety of approaches to addressing community child care needs. Examples of eligible activities could include but are not limited to:

- Hiring or contracting with a project lead and staff/consultants to carry out work
- Establishing partnership agreements and cross-system collaborations
- Community-wide planning, needs assessments, and feasibility studies
- Implementing plans during grant period - such as conducting pilots

Performance Period

Upon contract execution through June 30, 2021. We estimate grant agreements will be executed on or about August 14, 2020 for Round 1 funding awards, and October 9, 2020 for Round 2 funding awards.

Funding

Commerce will award grants of up to \$100,000. Awards may vary from amounts requested in grant applications. Commerce will award grant funds in two rounds, with the second round estimated to be

announced in August 2020. Applicants not funded in the first round may request feedback or a debriefing conference to increase the likelihood of receiving funds should the applicant reapply in the second round.

Application Form

Complete the application form available on the grant webpage. Applications must not exceed 10 pages, not counting the attached letter(s) of support.

Submit completed application form along with partner letters of support to mary.baldwin@commerce.wa.gov by 5 P.M. July 10, 2020 for the first application round; and by 5 P.M. September 11, 2020 for the second application round.

Evaluation

Evaluation teams(s) designated by Commerce will assign scores to grant applications using the criteria and scoring listed, and any addenda issued.

Scoring

A total of **100 points** are possible for scored sections of this application.

Partnership - 20 points

Project Description - 30 points

Timeline - 10 points

Outcomes & Alignment with Grant Priorities - 30 points

Budget - 10 points

Scoring by Application Section

Provide clear, complete responses throughout the application. Length of response will not necessarily result in higher scores, so use only the amount of space needed for narrative responses.

Section 1 - Applicant & Project Information (unscored)

Complete this section with information about the applicant organization. If the applicant is a fiscal sponsor for a collaborative group, please indicate the name of the collaborative group in the project title.

Section 2 - Partnership (20 points)

Describe the partnership and key individuals involved with conducting the proposed project. Highest scoring applications will demonstrate that the partnership and key project team members have relevant experience, expertise, and mission/programmatic focus to successfully carry out the proposed work. Attach at least one signed partner letter of support indicating commitment to participate in project planning and execution.

Section 3 - Project Description (30 points)

Provide details about project activities, communities served, stakeholder and community engagement, and how you will measure the project's success.

Highest scoring applications include clear, complete descriptions of:

- Each part or phase of the proposed project, including major activities.
- Families, providers, and communities who will benefit from the project, including whether the project will target specific populations within the community.
- Roles of partners in project activities.
- Ways the project team and broader community can measure success of the project

Highest scoring responses will demonstrate the following:

- Collaboration with project partners to develop and carry out the proposed project
- Inclusion of family and child care provider perspectives

Section 4 - Timeline (10 points)

Include a proposed project timeline indicating when key activities will occur. Highest scoring responses will show a clear, realistic sequence of project activities during the performance period.

Section 5 - Outcome & Alignment with Grant Funding Priorities (30 points)

Describe the outcomes of your project in the community. Explain the extent to which project outcomes will support grant funding priorities. Highest scoring applications will effectively describe how the proposed project will expand access to and capacity of child care in underserved areas (where access is very limited) and/or for intentionally serving historically marginalized communities and families.

Section 6 - Budget (10 points)

Complete the project budget table. Include estimates for staff costs, goods and services, equipment, technology, travel, contract, sub-grants and administration. This grant allows administrative costs of up to 10% of the total award. In the center column, include assumptions and estimates of salary rates, hours, and number of staff and itemized costs where applicable. If applicable, indicate other sources and amounts of funding for this project. In the right-hand column, show the budget for each category. Highest scoring responses will identify, describe, and estimate project costs that would allow for successful completion of the project activities, timeline, and outcomes indicated in Sections 3-5.

Definitions

The following definitions apply to this grant application:

- **Collaborative Group:** A group formed for the purpose of a project relating to stabilizing and expanding child care capacity in communities and which will continue to champion the work past the end of the grant performance period. The collaborative group would be in a fiscal sponsorship arrangement with an existing 501(c)(3) organization.
- **Fiscal Sponsorship:** describes an arrangement between a non-profit organization with 501(c)(3) tax-exempt status and a project, often a new charitable effort, conducted by an organization, group, or an individual that does not have 501(c)(3) status.

General Information for Applicants

Commerce reserves the right to award grant(s) to the applicant(s) whose application(s) is (are) deemed to be in the best interest of Commerce and the State of Washington.

These are reimbursement-based grants. If you are awarded a grant, Commerce will enter into a grant agreement with your organization, and project costs will be reimbursed upon invoice submission and approval.

Commerce reserves the right to make an award without further discussion of the application submitted, and also to contact an applicant for clarification of its application.

Commerce reserves the right to prioritize projects with less access to alternative sources of funding.

A Statewide Vendor (SWV) number is not required for the submission of an application. However, upon award a SWV number is required before payment can be made. Application for a SWV number is free and an application form can be found [here](#).

Late proposals will not be accepted and will be automatically disqualified from further consideration. Proposals and any accompanying documentation become the property of Commerce and will not be returned.

Any applicant who has submitted a proposal and has been notified that they were not selected for a grant award may request feedback or a debriefing conference by sending a written request to the Program Coordinator. Debriefing conferences are anticipated to be held **July 27-28, 2020** for the first application round, and will be announced for the second application round.

Please submit a completed application form along with partner letters of support to mary.baldwin@commerce.wa.gov by 5 P.M. July 10, 2020 for the first application round, and by 5 P.M. September 11, 2020 for the second application round.