

Child Care Stabilization Grants

FALL 2021
APPLICATION

Overview

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Goals

Vision

All families have access to safe, quality, affordable child care that meets their needs—regardless of how old their children are, where they live, family income, or their race/ethnicity.

We have \$1.4 billion in federal resources to help strengthen our system and move closer to this vision.

Stabilize child
care businesses

Expand access
to care
(eliminate
deserts)

Lower costs for
working
families

Support early
educators

AVAILABLE

AFFORDABLE

QUALITY

The Governor and Legislature included \$700 million specifically to stabilize existing providers through the **Child Care Stabilization Grant**.

This application and grant formula was designed with input from child care providers

- **Predictable**

- Do providers know how much funding they will receive?
- Can they rely on that funding over time?

- **Simple**

- Is the application as simple as possible?
- Is there support available to quickly answer questions?

- **Equitable**

- Is more funding going to providers with more need?

- **Adequate**

- Is the funding significant enough to make a meaningful impact on the provider's budget?
- Will the funding help providers stay open?

Our goal is to have 100% of eligible child care providers apply for grant funds

Eligibility

Who can apply for a Child Care Stabilization Grant?

- **Applicants must be licensed child care providers:**
 - Child care centers
 - Group homes
 - Family group homes
 - Tribal child care providers
- **Applicants must either be:**
 - Open and serving children
 - Open and willing to serve children OR
 - Temporarily closed and/or not serving children because of the pandemic. These providers must agree to open within three months
- **If an applicant operates a GSRP or Head Start program, they must also provide child care services.** Providing before/after care for program participants does not meet this requirement.

Are licensed exempt providers eligible for Child Care Stabilization Grants?

No.

License exempt providers are not eligible for a Stabilization Grant, however, MDE will be releasing an opportunity specifically for license exempt providers soon. Visit www.michigan.gov/childcare for updates on the application process.

I am a GSRP and/or Head Start program. Am I eligible to apply?

Maybe.

Both Head Start and GSRP programs received GSRP and Head Start funding during the COVID-19 crisis to address program costs and staff costs.

If you only provide a Head Start and/or GSRP program, you are not eligible for this grant. Head Start and GSRP programs that also provide tuition-based child care are eligible (wrap-around child care for the program day is not considered tuition-based child care).

If you are not sure whether you qualify, please contact the Child Development and Care Office at the Michigan Department of Education at 866-990-3227, and we can discuss your situation.

Will everyone that applies receive a grant?

This is a non-competitive grant. Every eligible child care provider that submits a complete application will receive a grant award. Funding is not awarded on a first come, first serve basis.

Grant Award

Two Grant Applications

- Providers will apply for funds twice.
- Based on providers' responses, the Department will calculate a grant award.
- Providers will be required to complete reporting requirements to apply for the second grant. A report will also be required after the second grant.

Grant Formula: Overview

- All providers will receive a **base award**. Base awards will vary based on size of the program and provider type to recognize the universal need to stabilize child care and the variation in cost by site.
- Providers will also be eligible to receive **bonus payments** to reward and recognize sites that are helping the state address gaps in the child care system. Bonuses will be paid out in addition to the base award.

All eligible providers will receive:

Provider Type:

- Centers: \$4,000
- Group home: \$3,000
- Family home: \$2,000

Provider Size:

Licensed capacity X \$650*

***Please note:** This award is tentative and assumes that 100% of eligible child care providers apply. Final grant awards will be calculated based on the actual number of applicants. Your final award may be higher!

SOME eligible providers will receive:

Caring for Infants and Toddlers: Providers serving children 6 week to 30 months. (15% of the provider size award)

Caring for Child Care Subsidy Children: Providers serving children receiving the subsidy will receive a bonus (number of subsidy children enrolled x 30% of \$650*)

Non-Traditional Hour Bonus: Providers that offer evening and weekend care (5% of the provider size award)

Special Needs Bonus: A child with a disability, as defined in section 619 of the Individuals with Disabilities Education Act (20 U.S.C. 1401); A child who is eligible for early intervention services under part C of the Individuals with Disabilities Education Act (20 U.S.C. 1431 et seq); A child who is less than 13 years of age and who is eligible for services under section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) (5% of the provider size award)

Quality Bonus: Providers with a published rating in Great Start to Quality (5% of the provider size award)

Center Example

Category	Value	Amount
Licensed Capacity (45 x \$650)	45	\$29,250.00
Program Type	Center	\$4,000.00
I/T (\$29,250 x .15)	Y	\$4,387.50
Subsidy (\$650 x 15 x .30)	15	\$2,925.00
GSQ (\$29,250 x .05)	Y	\$1,462.50
	Total Amount of Grant	\$42,025.00

Center Example 2

Category	Value	Amount
Licensed Capacity (\$650 x 100)	100	\$65,000.00
Program Type	Center	\$4,000.00
I/T (\$65,000 x .15)	Y	\$9,750.00
Subsidy (\$650 x 50 x .30)	50	\$9,750.00
GSQ (\$65,000 x .05)	Y	\$3,250.00
Non-trad (\$65,000 x .05)	Y	\$3,250.00
Special needs (\$65,000 x .05)	Y	\$3,250.00
Total Amount of Grant		\$98,250.00

Home Provider Example

Category	Value	Amount
Licensed Capacity (\$650 x 6)	6	\$3,900.00
Provider Type I/T	Family Home	\$2,000.00
(\$3,900 x .15)	Y	\$585.00
Subsidy (\$650 x 6 x .30)	6	\$ 1,170.00
GSQ (\$3,900 x .05)	Y	\$195.00
	Total Amount of Grant	\$ 7,850.00

Home Provider Example 2

Category	Value	Amount
Licensed Capacity (\$650 x 12)	12	\$7,800.00
	Group Home	\$3,000.00
I/T (\$7,800 x .15)	Y	\$1,170.00
Subsidy (\$650 x 12 x .30)	12	\$2,340.00
GSQ (\$7,800 x .05)	Y	\$390.00
Non-trad (\$7,800 x .05)	Y	\$390.00
Special needs (\$7,800 x .05)	Y	\$390.00
	Total Amount of Grant	\$15,480.00

Staff Bonus Payments

To receive funds, providers will report the number of full time and part time staff on payroll the day they submit their application.

To qualify, staff must provide direct child care services and/or administration, work at the child care facility, and be on payroll. Volunteers and contracted staff do not qualify for bonus payments.

If you are a home provider you should include yourself. Center Director's can also be included.

- Full time: 30 + hours weekly --- \$1,000
- Part time: less than 29 hours weekly ---- \$500

Only count once if a staff members works in multiple locations.

Staff Recruitment and Hiring Funds

May request additional funding for recruitment/hiring bonuses for recruiting new staff.

May request additional funds for Recruitment/sign on bonus

- \$1,000 per new full time staff member
- \$500 per new part time staff member

Recruitment/hiring bonus funds must be used to provide additional wage, salary, employee benefits, or bonus compensation to new staff. Providers agree to return funds if it is determined that they did not use these funds to pay staff as described here.

Vacancies should be current as of the provider's application date. Providers must assure they will hire staff and award sign on bonuses within six months of receiving the funds.

Additional Funding to Support the Workforce

Providers may choose to use additional funds from their Stabilization Grant to increase staff compensation, increase staff wages, provide additional bonuses, or for recruitment purposes. That may include:

- Bonuses or increases in wages for any period between January 2020 and July 2023.
- Contributions toward health insurance costs that reduce costs for staff
- Contributions to staff retirement funds.
- Educational advancement or tuition reimbursement for staff.
- Coverage of child care costs for staff members' children. (This can be done regardless of where care is provided.)

Grant Requirements

To receive funding, providers must:

1

Submit a complete application

2

Provide bonus pay to staff

3

Implement COVID protocols aligned with the CDC and child care licensing

4

Maintain staff wages and benefits

5

Provide tuition relief (to the extend possible)

6

Submit required reports

Additional Assurances and Compliance

Providers must also agree to state-required assurances including that you agree to:

- Spend grant funds on allowable expenses
- Participate in monitoring activities and provide proper documentation if requested
- Notify MDE in the event of a permanent program closure before spending your grant funds.

Providers agree to record keeping for monitoring and audit purposes.

Noncompliance may result in termination of a grant award and/or repayment of funds.

Allowable Uses

This grant is intended to support operational expenses and your COVID-response. You must spend grant funds on one or more of the following:

- Personnel costs,
- Rent or mortgage payments,
- Insurance,
- Facility maintenance and improvements,
- Personal protective equipment (PPE) and COVID-related supplies,
- Training and professional development related to health and safety practices,
- Goods and services needed to resume providing care,
- Mental health supports for children and early educators, or
- Reimbursement of costs associated with the current public health emergency.

Major Renovations – **Not Allowable**

- (1) structural changes to the foundation, roof, floor, exterior or load-bearing walls of a facility, or the extension of a facility to increase its floor area;
- (2) extensive alteration of a facility such as to significantly change its function and purpose, even if such renovation does not include any structural change.

Major remodeling is not allowed for these funds.

NO structural changes

NO extensive alterations of facility or home

NO extension of a facility or home to expand floor area

Purchasing a Program?

No. Stabilization Grant funds cannot be used to assist in the purchase of a child care program.

How Long Do I Have to Spend These Funds?

Funds must be fully spent by July 31, 2023.

What if I can't spend all of my grant award by July 2023?

You must contact MDE at 866-990-3227. Prior to returning funds, providers will be asked to discuss how these funds can be used to strengthen your business and services for children and families. Providers must contact the CDC Help Desk with concerns about funds that cannot be spent no later than July 1, 2023.

Reporting Requirements

- Providers will be required to report how they spent the funds, current enrollment information, and will be asked to verify payments of bonuses to staff.
- In addition, reporting will be required for recruitment and hiring funds. Providers will be asked to report and verify expenses used for those purposes. Reporting is required within six months or funds must be returned.
- Reporting will occur through the Great Start to Quality system. To prepare for reporting, MDE recommends using the tools available at [Michigan.gov/childcare](https://michigan.gov/childcare) to track spending and maintain records.
- Additional information about reporting will be available at www.michigan.gov/childcare and through webinars to be scheduled soon.

Is the grant award taxable income?

Yes. The Child Care Stabilization Grant is considered income and is taxable. Programs that are awarded a grant will receive an IRS Tax Form 1099-NEC. This funding is subject to the same tax rules as regular CCDF funding. State tax rules apply.

Regarding federal tax rules, please contact your tax preparer or the Internal Revenue Service for guidance. In some cases, funds used to cover operating expenses may be exempt from taxation.

We strongly urge you to talk/consult with your tax preparer to create a plan for how to estimate the tax implications for planning purposes. **Grant funds can be used to cover the cost of tax consultation/preparation.**

Grant funds cannot be used to pay taxes.

To find more information about the taxability of funds visit www.michigan.gov/childcare.



When Can I Expect to Receive my Grant Award?

Grants will be released beginning the week of January 10.

Application

Applications for the Child Care
Stabilization Grant will be
available on **November 8** after
8:00 am. It will close on
December 8 at 6:00 pm.

How do I apply?

Eligible child care programs must complete and submit an online application. Visit www.Michigan.gov/childcare to access the application link and complete the application.

If you need help applying, we're here to support you! Contact your Great Start to Quality Resource Center for help with your application by calling 877-614-7328. You may also find another local partner whom you normally work with that will be willing to assist with your application.

Reminder: You can save your application and come back to complete it later. We'll also have much of your application prepopulated to make applying faster!

Browser window showing the login page for the Great Start to Quality program. The address bar displays <https://stage.worklivesystems.com/program/4>.

Great Start to Quality
Start here for Quality Early Childhood Education

Welcome! This is your first step to improving quality in your program. Please login below to create or access your Great Start to Quality program profile which allow families who are searching for quality care to easily find your program. Contact your local Resource Center, at the number below, for support in completing your profile and assistance in improving the quality of your program.

Please contact us for any assistance:
greatstarttoquality@ecic4kids.org
(877)-614-7328

Please Enter Your Information

Email Address
Enter your email address

Password
Enter your password, 6 to 20 characters

Login Create Account

Request Password

(877)-614-7328 | greatstarttoquality@ecic4kids.org

Windows taskbar shows the search bar and various application icons. The system clock indicates 10:36 AM on 10/30/2021.

+ Contact Information

Business Name:

TEST TRIBAL CENTER

DBA (If not License Name):

Testing DBA

Address:

City:

Lansing

State:

MI

Zip Code:

48933

☒ Check if you receive mail at a different address, Uncheck if you do not.

Mailing Address*:

213 rapids drive

Mailing City*:

Sault Ste. Marie

Mailing State*:

Mi

Mailing Zip Code*:

49783

Telephone Primary:

(517)371-9000

Contact:

change

Fax:

Email for Public:



Central

8164 Executive Court, Suite A
Lansing, MI 48917
(877)-614-7328
greatstarttoquality@ecic4kids.org
www.greatstarttoquality.org/

Update Data

Pictures

View Profile

Referral Counts

Great Start To Quality STARS

Grants

Available Grants

- Child Care Stabilization Grant, Fall 2021

APPLICANT INFORMATION: (All fields are required to be filled in.)

Print

Provider Type

Licensed Family Homes

Business Name

TEST TRIBAL HOME

First Name ⓘ

Last Name ⓘ

Location Address

4848 SAFARI PASS

City

Richmond

State

MI

Zip Code

99999

Mailing Address

Mailing City

Mailing State

Mailing Zip Code

Email

COpsommer@ecic4kids.org

Phone

(517)371-9000

Alternate Phone ⓘ

Cell Phone for Text ⓘ

License Number

TribalH1193862

SIGMA Vendor Number ⓘ [\[Set Up your SIGMA\]](#) [\[Find your SIGMA\]](#)

SIGMA Mail Code ⓘ

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Save Only

ESTABLISHING YOUR BASE GRANT PAYMENT AMOUNT:

The following questions will determine your grant amount and bonus payments.

Your grant amount will be paid by determining a base amount.

Federal Eligibility Requirement:

As of the date of your application, select the option that describes your program's status:

- ☐ Open regular hours and serving children.
- ☐ Open with reduced hours and serving children.
- ☐ Open and willing to enroll children, but none currently attending. I understand that I must serve children within 3 months of receiving the funds to continue to be eligible.
- ☐ Temporarily closed due to public health concerns, financial hardship, or other reasons relating to the public health emergency. I understand that I must serve children again within 3 months of receiving the funds to continue to be eligible.

Total Licensed Capacity: 0

- ☐ I agree with the licensed capacity identified
- ☐ I do not agree with the licensed capacity shown. *If you do not agree, contact the CDC Help Desk at 877-990-3227 to discuss your concern. The licensed capacity listed here is provided by child care licensing. You cannot submit your application until you confirm that you agree with your current licensed capacity.*

Do you currently serve infants or toddlers (children ages 0-30 months)?

- ☐ Yes
- ☐ No

ELIGIBILITY FOR BONUS PAYMENTS:

Every eligible child care provider will receive a base payment. Many providers will also be eligible for bonus payments. These payments award additional funding to programs that provide specialty services that are in demand and often cost more to provide. Bonus payments will be awarded based on the following criteria:

Are you currently serving children receiving the child care subsidy? (Note: this does not include tribal subsidy or other types of subsidy tuition you may receive.)

☐ Yes ☐ No

Do you provide care during non-traditional hours? ⓘ

☐ Yes ☐ No

Please review your days and hours open and make any changes:

Day	Open	Close
Sunday	<input type="text"/>	<input type="text"/>
Monday	<input type="text" value="6:30am"/>	<input type="text" value="6:00pm"/>
Tuesday	<input type="text" value="6:30am"/>	<input type="text" value="6:00pm"/>
Wednesday	<input type="text" value="6:30am"/>	<input type="text" value="6:00pm"/>
Thursday	<input type="text" value="6:30am"/>	<input type="text" value="6:00pm"/>
Friday	<input type="text" value="6:30am"/>	<input type="text" value="6:00pm"/>
Saturday	<input type="text"/>	<input type="text"/>

STAFF COMPENSATION FUNDS

As part of your Child Care Stabilization Grant payment, you will receive funds to provide bonuses to your staff. You will receive \$1,000 per full-time staff member (30+ hours per week) and \$500 per part-time staff member (29 or fewer hours per week). These bonuses must be paid to staff.

Providers should maintain a list of employees on staff as of the date of application that identifies their scheduled work hours. Providers are encouraged to use this list to document proof of payment for their records. If a staff member works in more than one location, you should only request funding for them at one location.

This requirement is subject to audit and any improper use or nonpayment of funds to staff members will require repayment to the Department.

As of today, the number of current full-time (work 30 or more hours per week) paid staff **(include yourself)**:

As of today, the number of current part-time (work 29 or fewer hours per week) paid staff **(include yourself)**:

I currently have full-time staff positions vacant. I currently have part-time positions vacant.

If you currently have vacant staff positions and you need to recruit for staff to fill these positions you can request additional grant funding for sign on bonus or staff recruitment \$1,000 per full-time position and \$500 per part-time position. (Note: You can only request funding for the position one time.) You will be required to report utilization of these funds for hiring within a six month period. This requirement is subject to audit and any improper use of funds for staff recruitment will require repayment to the Department.

I am requesting funds for full-time staff vacancies and for part-time vacancies. (Note: depending on funding requests and availability there may be a cap placed on the number of hiring bonuses awarded.)

Please enter the estimated monthly administration costs of running your child care facility/home program (rounded to the nearest dollar) in the table below. You must enter a number for each expense category. If you do not have an expense in a category you would enter "0". You do not need to have expenses in all categories.

Expenses	Average Monthly Cost	Are you planning to spend any of the grant funds to cover some or all of this expense?
Personnel Costs: ⓘ		
Salaries ⓘ	<input type="text"/>	<input type="checkbox"/>
Employment Taxes, Self-Employment Tax, and Fringe Benefits ⓘ	<input type="text"/>	<input type="checkbox"/>
Increased Personnel Salaries/Wages (recruitment bonus, staff bonus, premium pay). ⓘ	<input type="text"/>	<input type="checkbox"/>
Rent, Mortgage, Utilities, Facilities Maintenance, and Insurance: ⓘ		
Rent/Mortgage, Utilities, Insurance, Telephone/Internet ⓘ	<input type="text"/>	<input type="checkbox"/>
Maintenance ⓘ	<input type="text"/>	<input type="checkbox"/>
Minor Renovation ⓘ	<input type="text"/>	<input type="checkbox"/>
Personal Protective Equipment (PPE), Cleaning and Other Health and Safety Practices: ⓘ		
Cleaning and Sanitation Supplies, PPE and COVID testing ⓘ	<input type="text"/>	<input type="checkbox"/>
Equipment and Supplies: ⓘ		
Software ⓘ	<input type="text"/>	<input type="checkbox"/>
Computers and IT ⓘ	<input type="text"/>	<input type="checkbox"/>
Goods and Services ⓘ		

☐ I have read and agree to the terms and conditions and am an authorized person to submit this application.

Enter the full legal name of the authorized individual completing this application:

Your email address:

Your phone number:

Your signature: ⓘ

Date:

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Save Only

Back to Grants

Print

Save Only

Save and Submit

For more information on the
application questions and
content visit

www.Michigan.gov/childcare

Technical Assistance

Great Start to Quality Resource Centers and other Partners Can Help!

- Help with completing your application
- Help with submitting reports and meeting reporting requirements
- Help with how to spend the funding

Call 877-614-7328

Resources on the Child Development and Care Website:

www.Michigan.gov/childcare

- Frequently Asked Questions Document (FAQ)
- First Children's Finance Expense Tracking Tool
- First Children's Finance Budget Guide: Centers
- First Children's Finance Budget Guide: Homes
- Allowable Uses of Funds – Can I Renovate?
- How Does Receiving the Child Care Stabilization Grant Affect Your Taxes?
- Application Questions and Supports for Completing an Application
- Determining My Grant Amount



First Children's Finance

Category	Amount											
	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12
Personnel												
Owner pay & benefits												
Employee pay & benefits												
Premium pay												
Bonuses												
Vaccine related costs												
Facility Costs												
Mortgage or rent												
Late fees												
Utilities												
Phone & internet												
Maintenance												
COVID-related expenses												
PPE, Cleaning and Safety												
Cleaning supplies												
PPE												
Trainings												
Cleaning services/janitor												
Equipment and Supplies												
Software												
Computers & IT												
Other equipment												
Goods and Services												
Supplies												
Learning materials/toys												
Licensing fees												
Other												
Other												
Other												
Mental Health Services												
Past Expenses												
Other												

Important Numbers

Visit www.Michigan.gov/childcare to apply!

Stuck? We're here to help!

- Great Start to Quality Resource Centers: 877-614-7328
- Child Development and Care Office: 866-990-3227
- SIGMA Help Desk:
 - SIGMA-Vendor@michigan.gov or
 - 1-888-734-9749



**Child Care
Providers
are
Heroes!**

**WE THANK
YOU!**