

City of Philadelphia: Child Care Facility Fund



Application Period Opens: Monday, October 9, 2017
Application Deadline: Wednesday, November 15, 2017,
5pm EST

About Public Health Management Corporation (PHMC)

- * Public Health Management Corporation (PHMC) is a nonprofit public health institute that builds healthier communities through partnerships with government, foundations, businesses and community-based organizations.
- * PHMC has been serving the region since 1972.
- * PHMC has over 250 programs serving Philadelphia and the surrounding counties as well as statewide and national initiatives.

PHMC and ECE

PHMC has a strong presence in the ECE community through its various ECE Programs:

- * Southeast Regional Key (SERK) – Keystone STARS (PA ECE Quality Rating and Improvement System)
- * Philadelphia Head Start Partnership (Federal 3-5 Head Start grantee for 631 slots)
- * Fund For Quality (capital expansion of high quality child care centers)
- * City of Philadelphia Facility Fund (facility improvement and maintenance supports)
- * ChildWare (management information software for child care operators)
- * ECEHire.com (PA specific ECE employment portal)
- * Various grants and initiatives to support high quality early care and education in greater Philadelphia

What is the Child Care Facility Fund?

- * The City of Philadelphia: Child Care Facility Fund (CCFF) formerly known as A Running Start Philadelphia: Facility Fund and the ECE Facilities Fund, provides facility improvement support to high quality Early Childhood Education facilities located in the City of Philadelphia.
- * The Fund is made possible by the City of Philadelphia in alignment with other early learning initiatives and is being managed by Public Health Management Corporation (PHMC) and the Mayor's Office of Community Empowerment (CEO)

Who is Eligible to Apply for a Grant through the Child Care Facility Fund?

- * **STAR 3 & 4 Commercial Center and Group Facilities**
- * **STAR 3 & 4 Residential Family and Group Facilities**
- * **STAR 2 Commercial and Residential Center, Group and Family Facilities that will be:**
 - * Moving to a STAR 3 in 12 months or less
 - * Currently receives TA through United Way Success by 6, or the SERK
 - * Has at least 65% of enrolled children that receive a subsidy
 - * Located in high need areas defined by CCFF

What are the Provider Requirements?

- * Facility must be STAR 3, STAR 4, or STAR 2 moving to STAR 3 in 12 months or less
- * Facility must not have received funding through the Fund in the past cycle (FY 17)
- * Facility must be free from city, state, federal tax liens
- * City licensing and State DHS certification must be in in good standing (DHS 12 month Certificate of Compliance)
- * If Multi-Site:
 - * May apply for funding for up to three (3) sites during any funding period

CCFF Priority Considerations

- * First time City of Philadelphia: Child Care Facility Fund recipients
- * Past eligible applicants not receiving funding
- * STAR 4 facilities
- * Facility's child care license is at risk due to facility deficiencies
- * Facilities serving 50% or more children receiving subsidy (CCIS, PKC, HS, EHS, Free CACFP Status)
- * Facilities offering care during non-traditional hours

What are the Project Requirements?

- * **Facility Improvements should fit in one of the following categories:**
 - * Minor Level Renovations
 - * Mid Level Renovations
 - * Facility Repairs
 - * Purchase and Installation of Large Appliances
- * **A pre-award inspection by the CCFF inspector (helpful to also have your contractor present!)**
- * **Required permit(s) pulled as applicable**
- * **A final inspection/sign-off by the CCFF inspector**
- * **Project must be able to be completed by May 15, 2018**

What are the STAR 2 Location Requirements?

- * STAR 2 providers meeting all eligibility requirements in addition to being located in the following areas:
 - * Castor Gardens
 - * Eastwick
 - * Oxford Circle
 - * Southwest
 - * Strawberry Mansion
- * Visit www.childcaremap.org for more information about these areas

What are the Funding Limits of the Child Care Facility Fund?

- * **The funding limit for Commercial Center and Group Facilities is \$25,000**
- * **The funding limit for Residential Family and Group Facilities is \$12,500**
- * **Applicants can apply for grants for projects that are over the funding limits if:**
 - * The applicant can contribute to the cost of the project
(Project Cost - Funding Limit = Applicant Contribution)
 - * The applicant can provide proof of cash on hand for project match

What Type of Facility Improvements Does the Fund Cover?

Mid to Minor Level Repairs and Renovations, and the purchase and installation of Large Appliances:

- * Roof repair and/or replacement
- * Bathroom renovation and/or installation
- * Window repair and/or replacement
- * Plumbing repairs
- * Electrical upgrades
- * Lighting repair and/or replacement
- * Sinks (portable/permanent)
- * Painting
- * Enclosing classrooms
- * Creation of new classrooms
- * Ceiling tile replacement and/or repair
- * Playground equipment installation
- * Playground resurfacing (mulch or safety surface)
- * Playground repairs
- * Playground landscaping
- * Fencing installation and/or repair
- * Canopies/Sun shade structures
- * Facade repairs and/or upgrades
- * Flooring repair and/or installation
- * Intercom system installation
- * Security cameras/systems installation
- * HVAC installation and/or repair
- * Air conditioning units (incl. window unit)
- * Mold remediation
- * Lead testing/remediation/abatement
- * Sprinkler systems
- * Fire suppression system repair and/or installation
- * Etc.

What are the Submission Requirements?

- * **Interested applicants must submit the following documents by the Application Deadline in-order to be considered for a grant:**
 - * Completed Application
 - * List of Board Members (Non-Profit)
 - * List of Owners (For-Profit)
 - * Tax Identification Letter
 - * Signed Attestation
 - * Proof of Ownership (Owned Property)
 - * Proof of No Liens (Owned Property)
 - * Copy of Current Lease (Leased Property)
 - * Copy of DHS 12-month Certificate of Compliance
 - * Current Operating Budget
 - * Most Recent Audited Statement or Financial Report
 - * Two (2) Written Price Quotes for Requested Project from licensed and insured contractor
 - * Statement of Cash on Hand (if applicable)
 - * Proof that Facility is Receiving TA (STAR 2)

If funded, what is Required of the Provider?

- * Once a provider is approved for funding, the provider must:
 - * Sign a Grant Agreement (contract) with PHMC
 - * Submit proof that the contractor is licensed and insured
 - * Submit copies of permits for approved project/s, if appropriate to project
 - * Provide PHMC with project updates
 - * Allow access to facility where renovations/repairs are taking place for inspections by PHMC staff
 - * Submit proof of full contractor payment no more than 30 days after project is deemed complete

Grant Disbursements for Approved Facility Improvements

- * **80% of Project Costs will be disbursed to provider once PHMC receives:**
 - * Signed Grant Agreement w/finalized signed bids and/or price quotes
 - * Proof that contractor is licensed, insured and lists provider as Additional Insured
 - * Copies of permit(s) for approved project/s, if appropriate to project
- * **20% of Project Costs will be disbursed to provider once:**
 - * Project is deemed complete by CCFF inspector
 - * Provider submits proof of contractor payment (cancelled check and final quote w/payments applied and balance due, if not \$0)

****Permit costs can be deducted from award (must submit proof of payment)*

What is the Projected Grant Timeline?

- * Application Period Opens: **Monday, October 9, 2017**
- * Application Deadline: **Wednesday, November 15th, 5pm EST**
- * Initial Site Visits Conducted: **November 30– December 15, 2017**
- * Providers Notification by: **Friday, December 29, 2017**
- * Provider Project Execution: **January 15 – May 15, 2018**
- * Closeout Inspections: **As completed - May 30, 2018**

What Resources Are Available

- * **There are a lot of helpful resources available on www.philafacilityfund.org**
 - * List of recommended contractors
 - * Sample operating budget
 - * Frequently Asked Questions
 - * Commonly Requested Facility Improvements
 - * Eligibility Assessment
 - * Key Dates

Attend an application TA Session:

- * **Monday, October 30, 2017 from 1:00-4:00 p.m.**
CCIS NE (1926 Grant Ave)

- * **Monday, November 6, 2017 11:00am—2:00 p.m.**
PHMC, LM 50

MUST Email to Attend

How can Interested Applicants find out Additional Information?

- * Visit the website:

- * www.philafacilityfund.org

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- * **Monday, November 6, 2017 11:00am—2:00 p.m.**
PHMC, LM 50

MUST Email to Attend

- * Contact Roxanne Andrews, Project Specialist
ecefacilityfund@phmc.org

Questions?

