

City of Philadelphia: Child Care Facility Fund



Application Period Opens: Monday, February 6, 2017
Application Deadline: Friday, February 24, 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
 - * Has less than three (3) high quality childcare providers within one (1) mile of facility (www.childcaremap.org)

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 two years (Jan 2015 through Dec 2016)
- * 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 support for up to three (3) sites during any funding period

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 Project Requirements?

- * **Facility Improvements should fit in one of the following categories:**
 - * Mid Level Renovations
 - * Minor Level Renovations
 - * Facility Repairs
 - * Purchase and Installation of Large Appliances
- * **A pre-award inspection by the CCFF inspector**
- * **Project must be able to be completed by May 12, 2017**

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

How will I be Reimbursed for Approved Facility Improvements?

- * **80 % of Project Costs will be disbursed to provider once PHMC receives:**
 - * Signed Contract
 - * Proof that contractor is licensed and insured
 - * Copies of permits 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

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

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)
 - * TRF Childcare Map of High Quality Providers in Area (STAR 2)
 - * 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 contractor payment no more than 30 days after project is deemed complete

What is the Projected Grant Timeline?

- * Application Period Opens: **Monday, February 6, 2017**
- * Application Deadline: **Friday, February 24th, 5pm EST**
- * Initial Site Visits Conducted: **March 6 – 17, 2017**
- * Providers Notification by: **Friday, March 24, 2017**
- * Provider Contract Execution: **March 27 – May 12, 2017**
- * Closeout Inspections: **May 1 – May 26, 2017**

How can Interested Applicants find out Additional Information?

- * Visit the website:
 - * www.philafacilityfund.org
- * Contact Abigail McMahon:
 - * 215-528-0706
 - * ecefacilityfund@phmc.org
- * Contact your STARS Specialist

Questions?

