



Office of Children and Family Services

Title: Solicitation of Interest, Child Care Stabilization Grant 2.0 for Workforce Supports

Agency: New York State Children and Family Services, Division of Child Care Services

Date of Issue: July 5, 2022 **Amended: August 26, 2022 & November 30, 2022**

Due Date/Time: Acceptance begins 07/05/22 with final deadline for applications to be accepted ~~11/30/2022~~ **12/14/2022** at 11:59pm

Location: Statewide

Counties: All NYS Regions

1. Background **(Amended: November 30, 2022)**

Through this solicitation of interest, the New York State Office of Children and Family Services (OCFS) is accepting applications for child care stabilization grants made available through federal funding relating to the COVID-19 pandemic. Utilizing funding from the American Rescue Plan Act (ARPA) and the Coronavirus Response and Relief Supplemental Appropriations (CRRSA) Act, stabilization funding represents an unprecedented opportunity and investment to effectively further stabilize the child care sector with specific investments in workforce supports. This document outlines all eligibility and allowable expense requirements relating to the Stabilization 2.0 grants. OCFS reserves the right to amend the terms and conditions of this grant opportunity and any updates to this document will be posted on the OCFS website.

OCFS will make available \$343 million in the Child Care Stabilization Grant 2.0 for Workforce Supports. The first Child Care Stabilization grant (also known as Stabilization 1.0) was released on August 3, 2021 and \$1.074 billion was made available to eligible child care providers. Applications were closed for the Child Care Stabilization 1.0 on November 30, 2021.

Grant payments will be made directly to the child care provider. Payments are made using a formula that takes into account, modality, geography, capacity, and program size. Eligible providers must be OCFS licensed or registered child care programs, NYC permitted group day cares (Article 47), or enrolled legally exempt group child care programs (enrolled with an enrollment agency). All programs must be in good standing with OCFS and/or NYC, and must agree to follow all regulations from OCFS and the New York State Department of Health regarding the pandemic as well as other reporting requirements to be approved for payment.

To streamline and simplify the application process, providers will apply through a single online application. Technical assistance support will be available by Child Care Resource and Referral (CCR&R) agencies to all child care providers to complete the online application, in addition to other partners: CSEA, UFT, and WHEDco. Please click [here](#) for agency contract information.

\$343M Child Care Stabilization Grant Program 2.0: Workforce Supports

Based on the success of the Child Care Stabilization 1.0 grants, OCFS will distribute another round of funds to child care providers to strengthen their infrastructure and support their

workforce. OCFS is prioritizing workforce support for child care staff by requiring that **at least 75% of the Child Care Stabilization Grant 2.0 for Workforce Supports be spent on workforce support expenses**. Programs that are determined eligible will receive two (2) payments approximately sixty (60) days apart.

The Child Care Stabilization Grant 2.0 for Workforce Supports application period is 07/05/22-~~11/30/22~~ **12/14/2022**. Applications will be continuously accepted, during the applicable timeframe set forth in Section 7 below based on program status, until 11:59 pm on ~~11/30/22~~ **12/14/2022**. Providers can receive only one (1) stabilization grant for workforce supports per licensed/registered/permitted or enrolled legally-exempt group child care program. If a provider has multiple facility sites, one application will need to be submitted per site. Once an application is approved, grant payments will be issued to providers for up to two (2) payments, approximately sixty (60) days apart. All payments to eligible and approved child care providers will be made before 7/30/2023. To be eligible for the grant opportunity and to continue to receive grant payments, the provider must be in good standing, operating, and providing in-person care to at least one (1) child who is enrolled and attending on a regular basis (defined as in-person attendance at least one (1) day in a given month). Exceptions to attendance due to illness or other short-term issues will be considered for eligibility determination. Providers have until 9/30/2023 to make any payments for allowable stabilization grant uses incurred through 9/30/23 in accordance with the terms and conditions of this grant opportunity.

2. What are the allowable uses of the Child Care Stabilization Grant 2.0 for Workforce Supports?

To support the child care workforce and to assist with recruitment and retention efforts, at least 75% workforce initiatives funding can be used for the below expenses:

- Bonuses or increases in wages
- Contributions towards health insurance costs that reduce such costs for staff
- Contributions to staff retirement plans that supplement any employer contribution
- Supplemental educational advancement or tuition reimbursement
- Mental health supports and services for staff

If there are no existing staff retirement plans or educational advancement/tuition reimbursement programs, the Child Care Stabilization Grant 2.0 for Workforce Supports funds can be used to fund these initiatives.

The remaining Child Care Stabilization Grant 2.0 for Workforce Supports funding (a maximum 25%) can be used for other eligible expenses, for purposes allowed under the [Federal guidelines](#), which include:

- Personnel costs, including payroll, salaries, similar employee compensation, employee benefits, retirement costs, educational costs, child care costs; and supporting staff expenses in accessing COVID-19 vaccines
- Rent (including under a lease agreement) or payment on any mortgage obligation, utilities, insurance; also, may include late fees or charges related to late payments (all costs must be incurred only up through 9/30/23)
- Facility maintenance or improvements, defined as minor renovations, including outdoor learning spaces/playgrounds, and minor improvements to address COVID-19 concerns

- Personal protective equipment, cleaning and sanitization supplies and services, or training and professional development related to health and safety practices
- Purchases of or updates to equipment and supplies to respond to COVID-19
- Goods and services necessary to maintain or resume child care services
- Mental health supports for children and employees
- Health and safety trainings for staff, including but not limited to CPR, First Aid, trainings related to COVID-19 and

Under the American Rescue Plan Act authority, providers are able to use Stabilization funds for costs that were incurred after January 31, 2020 as long as those uses were made in response to the COVID-19 public health emergency, in any of the categories above, provided those expenses were not previously reimbursed by other funding or programs including NYS CARES child care grants.

3. Advance and Payment Information

Advance funds are not available for these grants. Payments will begin after the application has been approved. Total award amounts will be split into two grant payments and will be made to providers who are open and providing in-person care and are “in good standing” at the time each payment is to be made.

To receive payments, the child care provider must ensure prior to applying that they have provided OCFS (or their regulator) with accurate program information including legal entity name, email and mailing address, TIN/SSN and/or Federal ID number.

Important Note: Providers who received Child Care Stabilization Grant 1.0 payments must have submitted the required reporting in the online system to be able to receive an award for Child Care Stabilization 2.0 payments. In addition, any amounts owed to OCFS pursuant to findings about other funding opportunities must be paid and resolved prior to a provider being able to receive an award for this funding.

4. Funding Methodology for Grants

Following receipt of the application and attestations, electronic review will occur and if eligibility requirements are met, the application will be advanced for approval. If approved, the first grant payment will be issued to each eligible child care program based on its modality, geographic region, and maximum licensed/registered/permitted capacity or, for the enrolled legally-exempt group, the number of subsidized children in care. Grant award amounts are calculated separately for each modality; considering broad geographic market rate regions¹; and capacity/number of children. For Family Day Care and Group Family Day Care, one (1) grant amount will be given per geographic area. For center-based programs, including small day care centers (SDCC), award amounts are also weighted based on program size to account for the disproportionate impact of reduced enrollment for smaller programs, and the ability of larger programs to scale costs.

The weighting factor provides prioritization for smaller programs that may not have access to diverse streams of revenue. Note that for the purposes of this grant, capacity for enrolled legally-exempt group programs is based on the number of children receiving subsidy being

¹ NYC; 5 downstate counties that comprise market rate region 1; and the rest of the state, Rest of State (ROS), comprising market rate regions 2, 3, and 4

served by the program in the OCFS Child Care Facility System (CCFS) and not entire program capacity. More information on grant amounts can be found in **Attachment A**.

5. Eligibility Requirements (Amended 8/26/2022 & 11/30/2022)

Eligible program types include OCFS licensed or registered programs, enrolled legally-exempt group child care programs and NYC permitted group child care (as defined in Article 47 of the New York City Health Code) programs that were licensed/registered/permitted/enrolled by January 1, 2022. No provider will be able to apply for Stabilization 1.0 grant as that application period has closed. Providers who were licensed/registered/permitted/enrolled on January 1, 2022 are eligible to apply.

All programs must be in good standing, open and caring for at least one (1) child at the time of application, except if they are closed due to a short-term reason of one month duration or less. One month is defined as thirty (30) calendar days. Enrolled legally-exempt group (LEG) programs are eligible to apply, and their award will be calculated based on the number of children receiving subsidy in their program.

Additionally, for legally-exempt group programs, programs need to have been enrolled by January 1, 2022 and serving at least one (1) family with subsidy, and be enrolled and serving at least one (1) family with subsidy at the time of application to be eligible for an award.

Head Start, Early Head Start Programs, and publicly funded PreK programs, which have other sources of federal and state support, will need to attest that these stabilization funds will be used to support the portion of their program that is not receiving any other governmental funding. Programs will be funded at their licensed/registered capacity level.

To be eligible, all providers must be "In good standing" which is defined as a child care program in a payable status that is either a licensed/registered/permitted (NYC Article 47) or an enrolled legally exempt group program (enrolled with an enrollment agency), that at the time of the signing of the attestation is not the subject of an active enforcement action by OCFS or the New York City Department of Health and Mental Hygiene (DOHMH). Ineligible OCFS enforcement statuses include:

- Suspension of License/ Registration
- Limitation of License/ Registration
- Suspension and Proposed Revocation of License/ Registration
- Denial of Application to Renew License/Registration

Ineligible DOHMH enforcement statuses include:

- Commissioner's order suspending the permit
- Show cause hearing
- Denial of renewal, revocation of permit

Questions as to NYC enforcement status should be referred to NYC DOHMH.

If a provider has an enforcement status upon application or at any time during the recertification process, their application will be reviewed internally for eligibility and continued eligibility. Changes in status and enforcement could result in delay or reduction in the total amount awarded. Modality changes and other information changes may also impact the total grant award and/or expected award amounts.

If a provider has outstanding finding(s) from previous OCFS pandemic funding complaints, improper or duplicate payments from the Essential Worker Scholarship, or an outstanding Stabilization 1.0 Expense Reporting Form, they may not be able to complete their Child Care Stabilization Grant 2.0 for Workforce Supports application and/or may be determined to not be eligible to receive the grant. Important Note: Providers who received Child Care Stabilization Grant 1.0 payments must have submitted the required reporting in the online system to be able to receive an award for Child Care Stabilization 2.0 payments. In addition, any amounts owed to OCFS pursuant to findings about other funding opportunities must be paid and resolved prior to a provider being able to receive an award for this funding.

Through this amendment of the solicitation, the New York State Office of Children and Family Services is expanding the definition of eligible providers to include OCFS licensed or registered day care programs and NYC permitted group day care programs (as defined in Article 47 of the New York City Health Code) and enrolled legally-exempt group programs that had a valid license, registration, permit or enrollment on January 1, 2022 (hereinafter called the original program) but have subsequently relocated, changed modality, or made a change in the program's business entity resulting in the issuance of a new license, registration, permit, or enrollment number after January 1, 2022 (hereinafter called the successor program), but no later than ~~November 30~~ December 14, 2022.

To be considered an eligible provider under this amendment, the following criteria must be met:

- 1.) The original program was an OCFS licensed or registered day care program, or NYC permitted group day care (as defined in Article 47 of the New York City Health Code), or enrolled legally-exempt group program that existed on January 1, 2022.
- 2.) The original program was in good standing with OCFS and/or NYC prior to closure.
- 3.) The successor program must have submitted an application to the appropriate oversight office for the licensing, registration, permitting or enrollment of the successor program within 30 days of the closure of the original program.
- 4.) The successor program must be an OCFS licensed, or registered day care program, NYC permitted group day care program (as defined in Article 47 of the New York City Health Code), or enrolled legally-exempt group program in good standing as of the date of application; and
- 5.) The successor program must be able to provide in person care to children within 60 days of the issuance of the new license/registration/permit/enrollment.

The deadline for applications for the Stabilization Grant is ~~November 30~~ December 14, 2022 at 11:59pm. No other applications will be reviewed after this time. Once applications are reviewed and approved by OCFS, programs will be notified of their award via email from OCFS.

If the original program has already applied for and began to receive monthly Stabilization Grant payments, the successor program will only be eligible to receive the number of monthly payments that remain. The remaining payments will be issued based on the successor provider's modality, geographic region, and maximum licensed/registered/permitted capacity, or number of children with complete enrollments for child care assistance at a legally-exempt group program. For example, a NYC FDC provider received 1 monthly Stabilization Grant payment at the NYC FDC rate, before becoming a GFDC. The GFDC was determined eligible under their new licensure pursuant to this amendment and will receive the remaining monthly payment at the NYC GFDC rate.

When submitting a Child Care Stabilization grant application, the successor program must also complete and submit this form:

[Amended Stabilization Eligibility Form](#)

To complete the [form](#), the program must have the following information:

- The original facility ID, program name as of January 1, 2022, program director/provider name and contact information.
- Date the original program ended (last day of operation under the original program license/registration/permit/enrollment)
- Indicate if the program has received any stabilization award payments, provide the original facility ID, how many payments.
- Successor Facility ID, Program Name and Program Director/Provider Name
- Explanation of the reason for the change in license, name, enrollment etc., from January 1, 2022 to the future date the new license/registration/permit/enrollment was/is issued.

Important Note: Submit this form as soon as possible, so remaining payments can be adjusted. There will be no adjustment to payments previously made before the submission of this form. Forms will not be accepted after ~~November 30~~ December 14, 2022 at 11:59 PM.

6. Application Submission Requirements: Child Care Stabilization Grant (Amended 11/30/2022)

Eligible child care providers must submit an electronic application to OCFS using the online portal. If providers do not have access to a computer, assistance will be available via their local Child Care Resource & Referral (CCR&R) agency or UFT, CSEA, or WHEDco. The online application can be submitted beginning July 5, 2022 until ~~November 30~~ December 14, 2022 at 11:59 pm ET, subject to the timeframes set forth in the following section based on program status. Applications received by OCFS after this deadline will not be reviewed. Once applications are reviewed and approved by OCFS, providers will be notified of their award via email from OCFS.

Recipients of the grant will need to attest that at least 75% of the total grant will be distributed in support of staff in some form (bonus, increased wages, health insurance benefits, etc.). The application will include an attestation as to the types of workforce support that programs will be using for staff in Payment 1 and Payment 2. After the first payment, applicants will be required to report the amounts spent and attest that they will use at least 75% of the total funds on eligible workforce support and the remaining 25% on workforce support or other eligible expenses prior to receiving the second payment. Additionally, by 9/30/23, they will be required to complete a Workforce and Eligible Expenses Final Report, providing the amounts spent to comply with the 75% spending requirement on the eligible workforce support categories. The remaining 25% must be spent on eligible stabilization expenses but eligible programs may spend up to 100% of their award on workforce expenses if they choose.

7. Distribution Plan (Amended August 26, 2022)

Since use of these funds are focused on workforce expenses, funds will be rolled out in two phases. All eligible providers will be able to apply for the grant.

Phase 1: The grant application portal will open on July 5, 2022, for **recipients of Stabilization 1.0, except those that are School Age Child Care (SACC) programs**. Providers will be able to access their existing Stabilization portal and will need to complete an application and attestation for the new grant and payment processing. **Payments will automatically be made via the bank account or SFS ID on file for Stabilization 1.0 providers.**

Phase 2: The grant application portal will be available on August ~~22~~ 30, 2022 to the following eligible child care providers:

- those eligible providers who did not receive Stabilization 1.0, and
- SACC programs who received Stabilization 1.0

No provider will be able to apply for Stabilization 1.0.

All applicants will receive their second payment approximately 60 days after their first payment and **only** after they complete the Payment 1 reporting form. After their two payments, they will be required to complete a Final Report outlining the amounts spent on eligible expenses. **No eligible grant recipient will receive any payment for Stabilization 2.0 if there is not a confirmed Tax ID number on file with OCFS.**

8. Attestations for Providers (Amended 11/30/2022)

Child care providers must certify they will meet certain requirements for the duration of the time they are receiving grant payments. Providers must attest in their application to all statements in order to receive their award.

Attestation Terms and Conditions:

By agreeing to these terms and conditions and applying for the Child Care Stabilization Grant 2.0 for Workforce Supports, I certify that all information provided as part of this application is true and accurate to the best of my knowledge and agree to each of the following statements;

- I will promptly notify the Office of Children and Family Services (OCFS) of any changes to information provided in this application, including, but not limited to,
 - the closure of my child care program,
 - my legally exempt group program is no longer serving families with subsidies
- I understand that if my child care program permanently closes during the grant period, I must return all unspent funds and am no longer eligible to receive any additional grant payments. The grant application period terminates ~~November 30~~ **December 14**, 2022, and funding can be used until 9/30/23 **as long as the program is open and serving at least one (1) child, or enrolled and serving at least one (1) family in receipt of child care subsidy.**
- I agree that my program will comply with all OCFS regulations and New York State Department of Health guidance, and New York City Department of Health and Mental Hygiene regulations if applicable, and maintain good standing (as defined in the Solicitation of Interest) and, to the greatest extent possible, implement policies in line with guidance from the Centers for Disease Control and Prevention (CDC) (available at <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/guidance-forchildcare.html>).
- OCFS or its agents may monitor this application and use of funds to ensure the accuracy of the information that I have provided and the proper use of funds.
- I agree that I will complete an application outlining how I will dedicate at least 75% of my grant award towards workforce expenses and complete all necessary recertification and final reporting for this grant award.
- I agree that I will spend at least 75% of the Stabilization 2.0 funds on workforce expenses as defined in this grant opportunity.
- I understand that, at any time, I may be asked to produce records for verification including receipts and proof of payment purposes upon audit of any Child Care Stabilization Workforce Support funds.
- I agree to provide information and supporting documents as requested.
- I agree to provide, for audit purposes, access to the child care facility for which this application is submitted, information and documentation related to the application and use of funds, and access to interview child care staff members in connection with this application and the use of funds received.
- I must retain supporting documentation for a period of five (5) years and promptly submit it to OCFS upon request.
- I understand that providing false or inaccurate information on this application or improper use of funds will result in the return or repayment of funds. I agree to repay funds as required by OCFS.
- I agree to report the use of funds received to OCFS or its agents upon request.

- I agree that I cannot use child care stabilization to pay for expenses expressly covered by another external source, e.g., the Paycheck Protection Program (PPP), or to supplant other federal or state funds.
- I must spend all Child Care Stabilization funds by September 30, 2023.
- I have read and agree to the terms and conditions and am an authorized person to submit this application.
- I agree I will not reduce salary or benefits to employees of my child care program for the duration of the grant payment term. For each employee of the child care program, I agree to pay at least the same amount in weekly wages and maintain the same benefits (such as health insurance and retirement, if applicable) for the duration of this child care stabilization grant.
- I agree to prevent any involuntary furlough of employees from the date of application submission through the duration of the grant period.
- I agree to provide relief from copayments and tuition payments for the families enrolled in my child care program, to the extent possible, and prioritize such relief for families struggling to make either type of payment

Are you a Head Start/Early Head Start/ State-funded Pre-K provider? YES/NO

IF YES: I attest that any funding received from the Child Care Stabilization Workforce Supports grant will not supplant other Head Start/Early Head State/ publicly-funded Pre-K or be duplicative of other federal funding for seats in the child care program.

9. Provider Reporting:

OCFS is required to collect the following information from child care providers receiving Stabilization grants:

- Provider address, including zip code
- Race and ethnicity of family/group family day care provider; center and SACC director
- Gender of center director or family/group child care provider owner
- How funds were used in the eligible expense categories
- Documentation to show that providers meet the required certifications
- Whether the provider is open and available to provide child care services or temporarily closed (for one month or less)

In addition, OCFS expects to collect limited information from providers in order to complete the data reporting fields required by ARPA funding.

10. Provider Technical Assistance Initiative

OCFS is providing grants to the CCR&R agencies across the state, in addition to other partner organizations including CSEA, UFT, and WHEDco, in order to provide technical assistance to support child care providers completing their Stabilization application. CCR&Rs will conduct outreach and respond to inquiries from providers requesting assistance or who are unable to complete the application. CCR&Rs will also be working with child care providers to provide trainings on documentation needed for eligible expenses in the event of an audit as well as how to include stabilization funding in year-end tax reporting.

ATTACHMENT A:

2022 Child Care Stabilization Grant 2.0 Awards - Award amounts per child care program

Grant Award Amounts: (Amended August 26,2022)

The grant awards are similar size as to monthly award amounts for Stabilization 1.0. Providers will receive up to two (2) ~~total~~ payments, assuming they continue to meet eligibility and grant requirements. Below lists the ~~individual payment total~~ award amount by modality, of which ~~eligible~~ grantees will receive ~~up to~~ in two equal payments.

STABILIZATION 2.0 – TOTAL Awards To Be Distributed in two payments			
	DCC/SDCC		
Capacity	NYC (GDC)	Downstate	ROS
3-50 children	\$18,900	\$18,900	\$13,700
51-100	\$38,400	\$38,400	\$27,900
101-150	\$53,100	\$53,100	\$38,600
151-200	\$58,400	\$58,400	\$42,400
201-250	\$63,700	\$63,700	\$46,300
251+	\$71,800	\$71,800	\$52,200

STABILIZATION 2.0 – TOTAL AWARD Amounts- To be paid out over 2 payments			
	SACC		
Capacity	NYC	Downstate	ROS
7-50 children	\$15,500	\$15,500	\$11,700
51-100	\$31,600	\$31,600	\$23,700
101-150	\$43,600	\$43,600	\$32,800
151-200	\$48,000	\$48,000	\$36,000
201-250	\$52,400	\$52,400	\$39,300
251+	\$59,000	\$59,000	\$44,300

TOTAL Award Amounts- To be paid out over 2 payments

FDC			GFDC		
NYC	Downstate	ROS	NYC	Downstate	ROS
\$8,800	\$8,800	\$6,700	\$17,500	\$17,500	\$13,300

Enrolled LE Groups	STABILIZATION 2.0 – TOTAL Award Amounts- To be paid out over 2 payments		
	NYC	Downstate	ROS
# of Children Receiving Subsidy			
1-10 children	\$8,506	\$8,506	\$6,166
11-20 children	\$9,922	\$9,922	\$7,192
21-30	\$11,340	\$11,340	\$8,220
31-40	\$12,758	\$12,758	\$9,248
41-50	\$14,176	\$14,176	\$10,276
51-100	\$28,800	\$28,800	\$20,926
101+	\$39,826	\$39,826	\$28,950

- Provider County Code:
 - NYC (Bronx, Brooklyn, Manhattan, Queens, Staten Island)
 - Downstate (Putnam, Rockland, Westchester, Nassau, Suffolk)
 - ROS (all other counties)

Minimum Funding to be spent on Workforce Supports – 75% of Stabilization 2.0 Grants

STABILIZATION 2.0 – Minimum Funding to be spent on Workforce- 75% of total grant award			
	DCC/SDCC		
Capacity	NYC (GDC)	Downstate	ROS
3-50 children	\$14,175	\$14,175	\$10,275
51-100	\$28,800	\$28,800	\$20,925
101-150	\$39,825	\$39,825	\$28,950
151-200	\$43,800	\$43,800	\$31,800
201-250	\$47,775	\$47,775	\$34,725
251+	\$53,850	\$53,850	\$39,150

STABILIZATION 2.0 – Minimum Funding to be spent on Workforce- 75% of total grant award			
	SACC		
Capacity	NYC	Downstate	ROS
7-50 children	\$11,625	\$11,625	\$8,775
51-100	\$23,700	\$23,700	\$17,775
101-150	\$32,700	\$32,700	\$24,600
151-200	\$36,000	\$36,000	\$27,000
201-250	\$39,300	\$39,300	\$29,475

251+	\$44,250	\$44,250	\$33,225
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Stabilization 2.0- Minimum Funding to be spent on Workforce- 75% of total grant award

FDC			GFDC		
NYC	Downstate	ROS	NYC	Downstate	ROS
\$6,600	\$6,600	\$5,025	\$13,125	\$13,125	\$9,975

Enrolled LE Groups	STABILIZATION 2.0 – Minimum Funding to be spent on Workforce- 75% of total grant award		
	NYC	Downstate	ROS
# of Children Receiving Subsidy			
1-10 children	\$6,380	\$6,380	\$4,625
11-20 children	\$7,442	\$7,442	\$5,394
21-30	\$8,505	\$8,505	\$6,165
31-40	\$9,569	\$9,569	\$6,936
41-50	\$10,632	\$10,632	\$7,707
51-100	\$21,600	\$21,600	\$15,695
101+	\$29,870	\$29,870	\$21,713