



Kay Ivey
Governor

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Nancy T. Buckner
Commissioner

MEMORANDUM

September 1, 2023

TO: Licensed Center and Family/Group Child Care Providers

FROM: Bernard Houston, Director
Child Care Services Division

SUBJECT: September 2023 Child Care Stability Grant

Since the start of the novel COVID-19 pandemic, the Department has issued grants to child care providers to help stabilize the child care community. In our continued efforts to support this community, the Department of Human Resources announces the September 2023 Child Care Stability Grant.

Because the grants are fully supported by the American Rescue Plan Act of 2021, specific requirements for eligibility must be met prior to the issuance of funds. Unlike the previous grants, the award is based on the maximum child capacity by type of facility. Eligible programs for this grant are any child care program/classroom that is issued a Child Care Services Division license with the exception of Head Start exclusive programs and non-DHR Early Head Start-Child Care Partnerships. The capacities of excluded programs and/or classrooms shall be deducted from your total licensed daytime capacity to determine the award amount for your facility. The application and grant guidance can be found at www.dhr.alabama.gov/child-care/. The application period is September 1, 2023 through September 18, 2023 and should be submitted to the vendors below based on your county.

Please refer to the FAQs on the back of this notice. For questions not mentioned in the FAQs or for further assistance with the application process, please contact the regional agency serving your area from the two options listed below as well as in the grant guidance.

Alabama Partnership for Children

(Covington, Butler, Lowndes, Wilcox, Dallas, Autauga, Chilton, Elmore, Montgomery, Bullock Counties)

Email: CCSG@apcteam.org

Telephone: (334) 271-0304 or 1-866-744-4025

Talladega Clay Randolph Child Care Corporation

(all other counties not listed above)

Email: CCSG@tcrchildcare.org

Telephone: (256) 362-3852 ext. 31

September 2023 Child Care Stability Grant Frequently Asked Questions

Who is eligible to apply? Any child care program/classroom that is issued a Child Care Services Division license. Programs/classrooms that exclusively serve children in Head Start and Non-DHR Early Head Start-Child Care Partnerships are ineligible. Your facility must be a privately owned, DHR licensed entity, and have no adverse actions prior to the application period. *Programs/classrooms must meet all requirements in the grant guidance to be eligible to apply.*

By what date must my facility be licensed to qualify for this grant funding? Your facility must have been licensed through DHR *on or before September 1, 2023.* to qualify for funding under the grant criteria.

When may I submit an application for funding under the grant? Applications will be accepted starting on September 1, 2023 through September 18, 2023. *No late applications will be accepted.*

What if I have multiple locations? A separate application must be submitted for each location and each location must meet the eligibility requirements to be eligible.

How do I determine my facility's capacity for purposes of the grant? The daytime capacity listed on the license current as of September 1, 2023, reduced by the capacities of the programs/classrooms excluded from this grant. *Nighttime capacity should not be included.*

If I choose to have my payment direct deposited, how should I make those arrangements? Contact your regional agency processing your application and provide them with the information they will need to fulfill that request. Payments will not be made through the Alabama STAARS Vendor System and are not associated with the Alabama Quality Stars Rating incentives.

Are there restrictions to what the funds can be used for? Providers may choose to use the funding in any manner to support the child care facility, including minor remodeling. The exception is major construction or renovations; grant funds shall not be expended for the purchase or improvement of land, or the purchase, construction, or permanent improvement of any building or facility used to increase the square footage of a facility in any way.

Is the grant taxable? Yes. A 1099 will be issued by the vendor. Contact your tax professional for instructions on how to report the grant.

Will I need to submit an expenditure report? No, an expenditure report is not required. Providers must maintain adequate documentation (receipts, banking statements, paid invoices, etc.) in the event of an audit. *You will complete and submit a "Proposed Expenditure Reporting Form" as part of your grant application that will document your estimates for expenditures.*

What if my facility is licensed but also has Head Start/Non-DHR EHS-CCP classrooms on campus? Your grant funding will be determined by taking the total licensed daytime capacity and deducting the capacity for all Head Start/Non-DHR EHS-CCP classrooms to calculate the final eligible capacity for grant funding.