



## Early Childhood Education Center

### Certificate Program ARPA Supplemental Sub-Grant

#### *Frequently Asked Questions*

#### **What is the ARPA Supplemental Sub-Grant Program?**

The Salt River Pima-Maricopa Indian Community Child Care Development Fund Certificate Program (CCDF) has received funding from the Administration of Children and Families and the Office of Child Care. This funding will be used to provide assistance to CCDF eligible child care providers, including before/after school care providers.

The American Rescue Plan Act (ARPA) has provided resources to the Salt River Pima-Maricopa Indian Community Child Care Development Fund - Early Childhood Education Center's Certificate Program (SRPMIC-ECEC Certificate Program) programs to distribute supplemental grants to childcare providers participating in the Certificate Program to ensure that childcare centers/providers maintain a high level of quality childcare and is available to support families and businesses as the economy recovers. Providers using this grant will support the ARP Act CCDF Discretionary Supplemental Funds and may apply for the grant award to assist in the program's operating costs for the child care center to support building the supply of Child Care for Underserved Populations.

#### **Who is eligible for this grant funds?**

- State-Licensed family home or childcare providers that are licensed through the state of Arizona;
- Any providers licensed after March 11, 2021 must contract with DES in order to qualify for grant funding;
- Any childcare provider that has at least one child enrolled in the SRPMIC-ECEC Certificate Program from October 1, 2022 through September 30, 2023 and;
- Not received any grants or reimbursement for Rent/Mortgages and/or Utilities from the Administration of Children and Families and the Office of Child Care or AZ Department of Economic Services or any other tribal agencies.

#### **How much is awarded with the ARPA Supplemental Sub-Grant?**

- Child Care provider may apply to receive reimbursements for their operating costs that cover rent/mortgages and utilities of their facility for up to \$60,000\* during October 1, 2022 through September 30, 2023 grant period. \*Depending on how many providers apply and receive funds, additional funds may be available.

#### **What can the grant funds be used to cover?**

- Rent/Mortgages for the center or facility.
- Utilities – Electricity, Gas, Water, Sewer, Trash, Phone and/or Internet.

**How can a provider apply for the ARPA Supplemental Sub-Grant?**

Programs who wish to apply for a sub-grant must follow the procedure listed below:

- Complete the ARPA Supplemental Sub-Grant application.
- Email the application to SRPMIC-ECEC Certificate Program for consideration.

**If a provider has multiple sites does each site have to apply for the grant funding?**

Yes, each site must apply separately, as long as each site is serving at least one child in the Certificate Program during October 1, 2022 through September 30, 2023 grant period.

**Does the Child Care Provider need to be an ‘Active Provider’ with the SRPMIC- Certificate Program?**

Yes, an ‘Active Provider’ is defined as is center serving at least one child in the Certificate Program during October 1, 2022 through September 30, 2023 grant period.

**What is the duration of the ARPA Supplemental Sub-Grant Program?**

Providers may apply for the grant during the fiscal year October 1, 2022 through September 30, 2023 grant period.

**If I am receiving funds or reimbursement from any type of grant program or DES to pay for my rent/mortgage and utilities, am I still eligible for these funds?**

Providers may not have received any grants or reimbursement for Rent/Mortgages and/or Utilities from other funded programs of the Administration of Children and Families, Office of Child Care or AZ Department of Economic Services or any other tribal agencies.

**Do providers need to save and submit receipts associated with this grant?**

Providers must keep records of all supporting documentation submitted to the SRPMIC-ECEC Certificate Program. All receipts and documentation should be retained for your records and for auditing purposes for up to three years of receiving the last amount of funds for the grant.

**Will child care centers be required to provide relief to families?**

The Certificate Program is requesting that providers relieve any overages to families enrolled in the child care certificate program beyond the subsidy reimbursement, to the extent possible, and prioritize such relief for families struggling to make their payment and any other additional charges. We are asking centers to be prepared as we may request data from child care providers; for example, if they were able to provide relief, for how many families and the amount. We will use this data to report back to our Education Board, Tribal Council and the Office of Child Care.

**When my application gets approved, what happens next?**

- Once the application has been reviewed and approved; providers will be notified by email and be given the expense report to complete and submit along with any supporting documentation.
- SRPMIC-ECEC Certificate Program staff will work on the reimbursement for rent/mortgage and utilities that are listed on the expense report. Child Care providers will receive payment in the same form as subsidy reimbursements.

**How long does it take to receive funds after I turn in the expense report and supporting documents?**

Once the Certificate Program receives all required and completed documentation, funds can take a minimum of 4-6 weeks.

**Who can I contact if I have questions?**

Lisa Loya Accounting Clerk III (480) 362-2268 <a href="mailto:Lisa.Loya@saltriverschools.org">Lisa.Loya@saltriverschools.org</a>	Pamela Prasher CCDF Program Manager (480) 362-2246 <a href="mailto:Pamela.Prasher@saltriverschools.org">Pamela.Prasher@saltriverschools.org</a>
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### Early Childhood Education Center

### Certificate Program ARPA Supplemental Sub-Grant Application

Applications are due June 9, 2023. For questions, contact Lisa Loya at Lisa.Loya@saltriverschools.org.

Provider Information	
Provider Name:	
Director/Owner:	
Individual Completing the form (Name/Position):	
Type of Program Operated: (Select all that apply)	<input type="checkbox"/> Child Care Center <input type="checkbox"/> Early Head Start <input type="checkbox"/> Head Start <input type="checkbox"/> School-Age Site (before/after school care, camps) <input type="checkbox"/> Faith-Based <input type="checkbox"/> Other: _____
State Licensing Number:	
Physical Address:	
Mailing/Shipping Address: (if different from above)	
Contact Number:	Site: _____ Cell: _____
Email Address:	
Number of children site is licensed for?	
Number of children site is currently serving?	
Did you serve at least one child enrolled in the SRPMIC-ECEC Certificate Program from 10/1/22 to 9/30/2023?	<input type="checkbox"/> YES <input type="checkbox"/> NO

Are you receiving any grants or reimbursement for <b>Rent/Mortgages</b> and/or <b>Utilities</b> from the Administration of Children and Families and the Office of Child Care or AZ Department of Economic Services or any other tribal agencies?	<input type="checkbox"/> YES From Where? _____ <input type="checkbox"/> NO
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**Disclaimer and Signature**

*By initialing below and signing this application, I am certifying that I will meet requirements throughout the period of the sub-grant, including the following:*

\_\_\_\_\_ *I understand that if my application is approved, I am required to submit a copy of the bill of services/statements and proof of payment no later than October 15<sup>th</sup>, 2023, to Salt River Pima-Maricopa Indian Community (SRPMIC) Child Care Certificate Program for recordkeeping (audit). Then SRPMIC Child Care Certificate Program will issue payment directly to me as a reimbursement.*

\_\_\_\_\_ *I understand that I am responsible for maintaining records and documentation on how the funds were used for up to three years once reimbursement was received.*

\_\_\_\_\_ *I will provide relief of any overages charged to the families enrolled in the child care certificate program beyond the subsidy reimbursement, **to the extent possible**, and prioritize such relief for families struggling to make their payment.*

\_\_\_\_\_ *I have reviewed the Certificate Program ARPA Supplemental Sub-Grant Frequently Asked Questions. The following signature affirms the information in this application is true to the best of my knowledge and I will adhere to the agreements stated above.*

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

<b>Internal Use Only:</b>	
Date Received:	_____
Received By:	_____
ECEC Approval:	_____
Signature _____	Date: _____
Sent to Department Liaison:	_____
Supplier ID#:	_____
Requisition #:	_____
Date Reimbursed to Provider:	_____