

2022 ARPA Application Questions: Childcare System Support Grants

All responses must be submitted via ZoomGrants. This document is provided as a helpful reference.

Organization Information

1. Type of Organization

Select the following organization type that best fits the organization for which you are requesting ARPA funding.

- ☐ Nonprofit, IRS-designated 501(c)(3) agencies in good standing
- ☐ Cooperative groups of organizations with an IRS-designated 501(c)(3) agency serving as its fiscal host
- ☐ Childcare providers that are licensed with the State of Colorado and offer sliding scale fees for income qualified families in their regular business operations
- ☐ Poudre School District (PSD)
- ☐ Other primary and secondary schools contracted with PSD and operating within Fort Collins
- ☐ For-profit vendors contracted with PSD that offer sliding scale fees for income qualified families in their regular business operations
- ☐ Libraries, museums, higher education institutions or other government entities that offer services for ECE or K-12 students
- ☐ Other

2. Provide a brief description of your organization. Please also include any details about previous experience delivering similar activities related to your proposed funding request.

Program Information

3. Select which of the following focus areas primarily apply to your program.

- ☐ Childcare workforce development
- ☐ Mental health resources
- ☐ Accessibility resources for vulnerable populations
- ☐ Subsidized spots for school age care
- ☐ None of the above

4. Describe the program for which you plan to use the ARPA funding assistance. Please include whether it is a new or existing program and describe how the program will impact your clients and/or the community.

5. Please describe the target population that you will serve including any available information on client income levels and demographics. How will your program prioritize diversity, equity and inclusion within the populations that it will serve?
6. Please indicate the number of unduplicated Fort Collins residents (or households) you anticipate will benefit from this request.
7. Describe how the program is clearly mitigating the impacts resulting from the COVID-19 pandemic or related public health measures.
8. Describe two measurable outcomes that you will use to determine the success of the program. These should be achievable by December 23, 2022. (i.e. 30 subsidized school age care spots).
9. Is there any additional information about the proposed program or project for which you are requesting assistance that would be helpful for the review panel to know?

Funding Information

10. Briefly summarize the expense(s) to be paid with the requested assistance. For each category include a description and the total anticipated expense. If you are listing more than one category, please list them in order of priority. *Please review the Application Guide closely to ensure the project costs are eligible.*
Example: (1) Staffing - 50% of direct service salaries and benefits - totaling \$xxx; (2) Direct Client Assistance - totaling \$xxx ; (3) Material costs – totaling \$xxx
11. If awarded, can the funding be fully expended by December 23, 2022?
☐ Yes
☐ No
12. Since January 2022, has your organization received other assistance (local, state, federal, community) to cover the expenses you are requesting this ARPA assistance for? If so, please describe.
13. Do you currently have other proposals out for review to cover the expenses you are requesting this ARPA assistance for? If so, please describe.

Additional Information

14. Please acknowledge that your organization understands the funding guidelines for American Rescue Plan Act (ARPA) assistance provided by the City of Fort Collins. To indicate acknowledgement, please check each box.
 - ☐ Subrecipient will use the assistance provided to mitigate the impacts of the COVID-19 pandemic.
 - ☐ Subrecipient understands the assistance has restricted use as outlined in the ARPA terms and conditions.
 - ☐ Subrecipient understands they will need to follow federal procurement requirements.
 - ☐ Subrecipient will need to specifically document use of the financial assistance as related to the ARPA regulations.
 - ☐ Subrecipient understands that regular reporting will be required to be submitted detailing the results of the assistance.

- ☐ Subrecipient policies may need to be updated to reflect compliant use of ARPA assistance.
- ☐ Subrecipient understands the guidelines as outlined by the ARPA regulations and supporting documentation provided by the City of Fort Collins.
- ☐ Subrecipient understands that they may be subject to a federal Single Audit.

15. Please review and indicate that your organization has the capacity to administer federal funds. Check all that your organization is prepared to accomplish:

- ☐ Read, understand, and comply with ALL requirements outlined in the grant agreement.
- ☐ Submit accurate financial documentation as requested.
- ☐ Track and submit relevant data and outcome metrics on a quarterly basis.
- ☐ Maintain clear and organized records of all eligible expenses, including timekeeping and payroll records for program staff and receipts for grant-related expenditures.
- ☐ Ensure all housed program beneficiaries live within City limits
- ☐ Ensure all program beneficiaries are an eligible population and provide required documentation based on focus area requirements listed in the grant guide.
- ☐ Record demographic information for all program beneficiaries
- ☐ Participate in any necessary program audits for compliance with federal regulations and grant agreement requirements

Required Documents

- ☐ If applicable, Board of Directors Roster (2022)
- ☐ If applicable, IRS 501c3 Designation
- ☐ If applicable, Certificate of Good Standing (2021 or 2022)
- ☐ Current year organizational budget (revenue and expenses)
- ☐ Financial Risk Evaluation