

**FAIRFAX COUNTY**

**ACTIVE & THRIVING COMMUNITY**  
GRANTS PROGRAM



**PROGRAM BRIEFING FOR  
CHILD CARE PROGRAMS  
AUGUST 24, 2021**

# WHAT IS THE ACTIVE AND THRIVING COMMUNITIES GRANT PROGRAM?

- Funding source: Federal American Rescue Plan Act (ARPA)
- Purpose: to support child care programs and family child care providers that have been impacted by the pandemic
  - \$4.3 million has been set aside for child care programs
- This grant also has four other categories that will be supported: out of school time providers, community based programs (safety net providers), youth athletic programs, and outdoor community pools.

# ELIGIBILITY CRITERIA FOR CHILD CARE CENTERS AND FAMILY CHILD CARE PROVIDERS

- Must meet the U.S. Department of Treasury definition of small business
- Must have a current state license, county permit, Infant/Toddler Family Daycare letter
- Business must have been open before March 1, 2020
- Location of program must be in Fairfax County
- Must be currently open and available to take care of children
- Must demonstrate a 15% decrease in revenue during COVID-19. Organizations that cannot demonstrate a 15% decrease in revenue may demonstrate a 15% increase in expenses due to COVID-19

# APPLICATION INFORMATION

- The initial application process will open starting at **10:00 am August 31** and close at **11:59 pm September 14**.
- Registration link will be available on August 31 at <https://www.fairfaxcounty.gov/health-humanservices/active-and-thriving-community-grants-program>
- The application consists of three phases:
  - **Phase 1:** Initial Eligibility Check
  - **Phase 2:** Submission of required documentation (will take place after September 14)
  - **Phase 3:** Submission of eligible expense invoices
- Note that a Grant Award Agreement will need to be reviewed and signed by applicant in order for funding to be distributed.
- If more applicants apply than funding permits, a lottery will be held to select eligible recipients at conclusion of Phase 1.

# APPLICATION PHASE I

- Examples of information required in Phase I
  - Name, address, phone, email
  - What is the number of employees?
  - Is the program open?
  - Is there a current state license, county permit, etc.?
  - What is the program capacity as stated in the license/permit?
  - Was the business established before March 1, 2020?
  - What was the gross revenue for FY 2019?
  - What was the gross revenue for FY 2020?

## APPLICATION PHASE 2

- Submission of required documents.

Documents may include:

- Copy of state license, county permit, Infant Toddler Family Daycare Letter
- Copy of 2019 tax return (For family child care providers – include [Schedule C](#))
- Copy of 2020 tax return (For family child care providers – include [Schedule C](#))
- Copy of 2020 income statement – if 2020 tax return has not yet been filed
- Copy of [Business Professional Occupational License](#).

## APPLICATION PHASE 3

- Submission of eligible receipts / invoices
  - Expenses incurred between March 13, 2020 and date of grant application submission are eligible documentation for this grant.

# WHAT CAN FUNDING BE USED FOR?

Grant funds can be used to:

- Mitigate financial hardship (e.g., declines in revenues or impacts of periods of business closure). This includes:
  - Supporting payroll and benefits costs
  - Costs to retain employees
  - Mortgage
  - Rent
  - Utilities Costs
  - Other business critical operating costs as determined by the County
- Implement COVID-19 prevention or mitigation tactics such as:
  - Physical changes to enable social distance
  - Enhanced cleaning efforts
  - Barriers or partitions

Please consult with  
your business  
financial advisor/tax  
specialist for specific  
tax guidance.



# ELIGIBLE EXPENSES

CATEGORY	DESCRIPTION/ EXAMPLES
Personnel costs	<ul style="list-style-type: none"><li>• Wages and benefits, including increases in compensation, premium or hazard pay, or staff bonuses.</li><li>• Benefits, including health, dental, or vision insurance, paid sick or family leave, and retirement contributions</li><li>• Scholarships and ongoing professional development or training.</li></ul> <p>For Payroll documentation:</p> <p><b>Family Child Care</b> (Sole Proprietors):</p> <ul style="list-style-type: none"><li>• Paying yourself: An attestation form will be available to complete</li><li>• Paying a staff: Copies of payroll records, copies of cancelled checks</li></ul> <p><b>Center Based:</b></p> <ul style="list-style-type: none"><li>• Copies of payroll records</li></ul>
Rent/Utilities, facilities maintenance, and insurance	<ul style="list-style-type: none"><li>• Rent (including under a lease agreement) or payment on any mortgage obligation.</li><li>• Utility payments</li><li>• Facility maintenance and improvements such as (but not limited to) building or upgrading playgrounds, renovating bathrooms, installing ramps, railings, or automatic doors to make the facility more accessible, and removing non-load bearing walls to create additional space for social distancing</li><li>• Insurance payments</li></ul>

# ELIGIBLE EXPENSES CONT.

CATEGORY	DESCRIPTION/ EXAMPLES
PPE Cleaning, and other health and safety practices	Equipment, supplies, services and training that help providers mitigate the spread of COVID-19 and/or meet state and local health and safety guidelines. Note: approved activities under this category are not limited to those specifically to respond to the COVID-19 public health emergency.
Equipment and supplies	Purchases or updates to respond to the COVID-19 public health emergency, including: <ul style="list-style-type: none"> <li>• Indoor and outdoor equipment and supplies that facilitate operating procedures consistent with safety protocols and developmentally appropriate practice , such as equipment that facilitates outdoor play and learning; additional toys/books/supplies to minimize sharing</li> <li>• Business items to respond to new challenges such as business software and upgrades and/or technological upgrades that allow for data collection and reporting</li> </ul>
Goods and services	<ul style="list-style-type: none"> <li>• Material goods or service necessary for regular operations. Examples of material goods include food (portions not covered by CACFP reimbursement), equipment, and materials to facilitate play, learning, eating, diapering, toileting, or safe sleep. Examples of services include business automation training, shared services, child care management services, food services, and transportation.</li> <li>• Fees associated with licensing and/or costs associated with meeting licensing requirements.</li> </ul>

## PRIORITY FOR VULNERABLE POPULATIONS

- This grant program will prioritize disproportionately impacted populations and communities wherever possible
- The county is developing the Fairfax County COVID-19 Recovery Index to show which areas of the county are disproportionately impacted by the COVID-19 public health emergency and to inform decisions regarding where to target resources for recovery.
- The index may use data showing the social and economic conditions that made populations more vulnerable to COVID-19 (e.g., the Fairfax County COVID-19 Vulnerability Index), as well as recent economic, health, and other relevant data showing the pandemic's impact.
- Selection for grant awards will be informed by a community's Recovery Index score.

## CHILD CARE: ALLOCATION PRIORITIZATION

All eligible family child care providers and centers that are (1) located within vulnerable areas and/or (2) are a current vendor with the child care Subsidy Program, will be awarded.

All other eligible child care programs will be entered into a lottery for the remaining funds.

# CHILD CARE AWARD AMOUNT

- Business size is determined based upon your permit/license capacity

<b>Business Size</b>	<b>Grant Level</b>
Family Child Care with 1 – 4 Children	\$2,000
Family Child Care with 5 – 12 Children	\$5,000
Center based child care with 13 – 40 children	\$10,000
Center based child care with 41 – 120 children	\$15,000
Center based child care with over 121 children	\$18,000

# PARTNER AND GRANT ADMINISTRATOR

- **LEDC** is a non-profit 501(c)(3) organization with a mission to drive the economic and social advancement of low-to-moderate income Latinos and other underserved DC, MD, Northern Virginia, and Puerto Rico residents by equipping them with the skills and tools to achieve financial independence and become leaders in their communities. The **DCI department** partners with government and private entities and efficiently deploys financial aid to mitigate pressing and immediate needs in our communities such as the one brought on by the COVID-19 Pandemic.
- **The LEDC Team:**
  - Is leading application portal development, intake, eligibility review, and award determination
  - Will be the primary interface for applicant questions and technical assistance, including live chat via the application portal



## NEED ASSISTANCE WITH THE APPLICATION?

- LEDC

Technical assistance available through the online application portal.

- County

- [ActiveandThrivingCommunityGrants@fairfaxcounty.gov](mailto:ActiveandThrivingCommunityGrants@fairfaxcounty.gov)

- 703-324-2155, TTY 711

- <https://www.fairfaxcounty.gov/health-humanservices/active-and-thriving-community-grants-program>

- The Women's Business Center is available to support family child care providers.

- [info@cbponline.org](mailto:info@cbponline.org)

- 703-768-1440

# FREQUENTLY ASKED QUESTIONS

- **I received a COVID-19 related grant previously. Can I apply for this one?**
  - Yes. But funding can not be used for the same expenses that have been covered under another federal, local or state COVID-19 program and or contract (including PPP, EIDL, RISE, RebuildVA, Nonprofit Sustainability Grant). For example, if you used another grant to pay rent for July 2020, you can not use this grant to also pay rent for July 2020. But you could use it to pay rent for other eligible months.
- **How do I demonstrate a 15% decrease in revenue during COVID-19?**
  - Applicants must demonstrate 15% or greater loss in annual revenue between 2019 and 2020. This will be done by comparing 2019 and 2020 tax returns.
  - For applicants who do not have a current tax return, an income statement form may be completed. (You can submit your own income statement or there will be a template available if you need.)
  - In addition, if you do not have 15% or greater revenue loss, if your program can demonstrate an increase of 15% in expenses due to COVID-19, you will be eligible.



## FREQUENTLY ASKED QUESTIONS

- **My child care center is a franchise or part of a large child care company that has over 500 employees, as a stand-alone center, do we qualify?**
  - Your organization must meet the definition of a small business to qualify for this grant.
  - If your center shares the same EIN with a corporation with over 500 employees, you would not be eligible.
- **I opened my business after March 2020. Why am I not eligible for this program?**
  - The ARPA Fiscal Recovery Funds specifies that the grants are only allowable for businesses that were open and operating prior to March 2020.
- **I have not completed my 2020 tax return. What can I submit?**
  - You can submit a 2020 income statement – if you need a template, one will be available.



**QUESTIONS?**



**THANK YOU**