

## Frequently Asked Questions

**Q: When can I apply for this grant and will you offer a second round or more opportunities to apply?**

A: The application will be available for one week: Thursday, October 15 at 9:00 AM PST through Monday, October 26<sup>th</sup>, closing at 12:00 PM PST. This will be the only round for the application.

**Q: Is this Covid-19 Grant Program a lottery?**

A: Grant awards will be determined using both a priority and lottery system. Priority will be given to programs in higher need census tract neighborhoods, those that did not receive funding from the PPP, as well as those caring for special populations. A lottery will also be used in certain instances. For eligibility and program requirements, please visit [www.laecefund.org](http://www.laecefund.org).

**Q: How many grants will be awarded?**

A: 500 grants will be awarded, totaling \$10 million. Grants will range in amounts up to \$10,000 for family childcare homes, up to \$25,000 for small centers (60 or less children) and up to \$40,000 for large centers (61 or more children).

**Q: I own an Early Head Start program, will I qualify?**

A: If you operate an ECE program that is primarily Head Start or Early Head Start, you will not qualify.

**Q: I operate more than one center. May I submit one application for both/all my centers?**

A: You may apply if you operate more than one center if your total operating budget for all your centers and programs does not exceed five million dollars. You must apply separately for each center that falls within the Los Angeles city boundaries. You may qualify for more than one grant if you meet the eligibility criteria, prioritization and lottery process.

**Q: What languages will the application be offered?**

A: Family Child Care (FCC) applications will be offered in English, Spanish, and Korean. Child Care Center (CCC) applications will be offered in English only. Please let us know if you need help to apply in other languages.

**Q: Must my center be licensed and/or what if we have any violations? Is there a time requirement for holding a license?**

A: Yes, you must hold a valid childcare center or family childcare home license through the California Community Care Licensing Department (CCLD) prior to the month of October 2020 and have no current Type A deficiencies or be on probationary status.

**Q: Is eligibility limited ONLY to centers located within the City of Los Angeles? What if I am in the county of Los Angeles?**

A: You must provide evidence the childcare business you operate is in the City of Los Angeles. We have provided a mapping tool to help you determine if your address qualifies.

**Q: How can I confirm if my center is within the city limits of the City of Los Angeles?**

A: We have provided a mapping tool within the application (or check [here](#) now). We advise all applicants verify their address before beginning the application process. Often, an address may appear to be outside or within the city limits and, only by verifying thru the provided application tool, can you be sure you qualify.

**Q: If my center is closed due to Covid-19, can I apply for this Grant?**

A: You must be open and providing services to children in person or using a distance learning model. One exception is if you reopened but then had to close your business temporarily due to COVID-related circumstances, we may consider your program. When you complete the Hardship Statement of the application, include if you had to close due to illness and the date you intend to reopen.

**Q: Does my center qualify for this Grant if I received a PPP or any other loans?**

A: YES. We are excited about this recent change in eligibility. As of Tuesday, October 20<sup>th</sup>, providers who received the PPP loan/grant are eligible for this LA Child Care grant. Providers will be asked if they received a PPP loan within the grant application. This will be considered when the applications are reviewed, and the grant funds are allocated. If you received any other type of loan/grant to cover Covid related operating costs, please explain this in the hardship section (amount, reason you received it, repayment schedule).

**Q. How will my center's information be handled within your organization (i.e.: staff, shareholders, other contacts)?**

A: Information will be entered into a confidential application system through the Low Income Investment Fund (LIIF). By signing the application, you agree that awards and other data may be shared with the following organizations:

- The City of Los Angeles
- LA Office of Workforce and Economic Development
- First 5 LA
- Avivar Capital
- Child Care Alliance of Los Angeles
- LA Planning Council
- LA Resource and Referral Agencies
- LA Alternative Payment Programs
- SEIU99/Child Care Providers United

LIIF does not share or sell any personal data and ensures that our practices are up to current regulations.

**Q: Is this grant taxable?**

A: Yes, you will need to submit a completed and signed W-9 form. Use the Social Security, EIN, TIN or ITIN that you use to file your business taxes. Grant income will be shared with the IRS and you will be required to report it when you do your taxes. Consult with your tax preparer when filing taxes.

**Q: For employer Year 2020 taxes, which identification number do I need to provide in my W 9 Form? Aside from filling it out, do I need to upload it? What other form (s) do I need to provide?**

A: Use the Social Security number, EIN, ITIN or TIN under which your business files taxes. Please only put one number on the W9 form.

**Q: Will I need to submit any tax statements to apply or be awarded a grant?**

A: No, we are not requiring any tax statements.

**Q: Can the Grant funds be used to pay my center's rent and vehicle expenses? Can I purchase a vehicle?**

A: You may not use funds to purchase a vehicle. Funds must be allocated towards any operating expenses or Covid-related improvements to your facility incurred between the months of March and December 2020. You will need to keep a record of how you utilized grant funds and verification they meet the eligible expenses outlined in the grant terms.

**Q: Can I operate as a "For Profit" business or do I have to operate as a "Non Profit – Tax Exempt business.**

A: Most Family Child Care homes and many Centers operate as "For Profit" businesses. Both "For Profit" and Non-Profit businesses will be considered for this grant if you operate in the City of Los Angeles and meet all our other application criteria.

**Q: If my center's license is under one name, but my EIN ID number is under a different name, do I qualify?**

A: Many small businesses use a name for their taxes and banking that is different from the business name. That is ok as long as both names are associated with the same business. When completing the W9 form, make sure the name in box 1 is the name under which you file your taxes.

**Q: What is included in the annual program operating budget?**

A: The annual operating budget should include revenue from all programs you operate, including program and aftercare revenue, food program, fundraising, non-childcare revenue, etc. If your operating budget for all programs exceeds \$5 million, you will not be eligible.

**Q: How do I track the status of my application?**

A: Once you open your account with Submittable, you may check your status there. If awarded, one of our staff will reach out to you to collect information so we can submit a payment. Please allow a period of 30 days to pass before checking to see if you were approved.

**Q: How can I contact your organization if I have trouble applying or have questions?**

A: You may call and leave a message at: 415-949-1412 or email us at: [laecfund@liifund.org](mailto:laecfund@liifund.org) with your contact information, and one of our team members will get back to you. We do not have the staffing to support a monitored help line but will ensure a response within 24 hours.

**Q: How soon can grant recipients expect to receive funds?**

A: All funds will be awarded and released by December 30, 2020.

**Q: Are there any other relief grants for licensed providers whose centers are in other cities excluding the City of Los Angeles?**

A: The LA Regional COVID Fund is an option that may be available for you. Round 6 will open October 26, 2020. For more information, please visit: [www.lacovidfund.org](http://www.lacovidfund.org)