

# Early Head Start Expansion and Early Head Start-Child Care Partnership Grants Frequently Asked Questions

November 20, 2018

1. Can we apply to be an Early Head Start / (CCP) Grantee? Or is this grant only to expand already existing head start grantees? If we apply for the EHS-CCP would our child care site (as Grantee) be eligible as a CC partner and/or Early Head Start program? Can we be both?

Per the *Executive Summary* "New or existing Head Start, EHS, and EHS-CC Partnership grantees can apply to use funding to partner with local child care providers to provide comprehensive, high-quality services to eligible infants and toddlers through EHS-CC Partnerships". Applicants are encouraged to review *Section III.1 Eligible Applicants* of the funding opportunity announcement for additional information on what entities are eligible to apply for funding through this opportunity".
2. Are grant applications with request for funding of less than the award floor being considered? If an agency writes for fewer than 72 slots, does the award floor also decrease?

Per *Section II. Federal Award Information*, of the funding opportunity announcement, the award floor is listed at \$750,000 per budget period. This is the minimum amount ACF will award in response to this funding opportunity announcement. Additionally, Section I. Program Description of the funding opportunity announcement reads in part "Although ACF is not setting a minimum number of participant slots for which applicants must apply, ACF recommends applicants not currently operating EHS or EHS-CC Partnerships propose no fewer than 72 slots, which may include multiple child care center and/or family child care home partner sites. ACF recognizes that organizations with existing EHS infrastructure to support the necessary services may propose fewer than 72 slots".
3. If we are a new grantee (never received EHS funding before) - can we apply for a combination of center-based and home-based services?

Per the *Executive Summary* "Through EHS-CC Partnerships, new or existing grantees will partner with local child care centers and/or family child care programs and will leverage current investments through the Child Care and Development Fund (CCDF) or other sources to improve the quality of infant-toddler child care".
4. I have a couple of questions. First, the total number of pages for the entire submission is 150 pages. If we don't use all the pages in File 2, can we use additional space in the Project Description in File 1? Second, it says that the application must be double-spaced, but that the line-item budget and/or the budget justification is one of the excluded items excluded from the double-spacing requirement. Is that correct? We will be ok if our budget and justification is single-spaced?

Applicants are encouraged to review *Section IV.2. Content and Form of Application Submission, Page Limitations and Content for all Submission Formats*, Applications must not exceed the 150-page limit for all of the components in the First and Second Files or pages will be removed from the application and will not be reviewed. Additionally, applicants are encouraged to review

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*Section IV.2. Content and Form of Application Submission* for requirements on line spacing of budget and budget justification.

5. Can we convert Home-Based slots AND expand?

Per the *Executive Summary* section of the funding opportunity announcement, this funding is for either Early Head Start Expansion or Early Head Start Child Care Partnership. These funds should not be used for slot conversion.

6. Four questions regarding FOA 1. Is this grant funding awarded annually? 2. If we apply this year and do not receive grant funding, may we reapply next year? 3. If awarded funding, could the funding cover TWO EHS-CC locations in our district? (we understand that the grant proposal would need to reflect this need) 4. If not, could we begin our EHS-CC programming in one location (for which we currently have temporary space available) and then transition the programming to a different location (after a bond issue allows us to build a child care facility on a different district campus)?

Per *Section II. Federal Award Information* of the funding opportunity announcement, funding awarded as a result of this competition is available annually for a five year period. Given this funding is made available through annual congressional appropriations we do not know if a similar grant opportunity will be available in future years. With respect to your remaining questions The Administration for Children and Families (ACF) does not provide direct guidance or instruction in the development of an applicant's project design or in writing their applications. Applicants should use their best judgment in determining whether they are able to meet the requirements contained in the funding opportunity announcement (FOA), whether they are able to develop an application they believe to be responsive to the FOA and in designing and writing their applications.

7. Can we submit a grant to get help paying for the employee's time?

Per the *Executive Summary* section of the funding opportunity announcement "The Administration for Children and Families (ACF) announces the availability of approximately \$140 million to be competitively awarded for the purpose of expanding access to high-quality, comprehensive early learning services for low-income infants and toddlers and their families". Therefore funding cannot be limited to compensation of employee's time for medical services.

8. Three questions regarding FOA: 1. I wanted to confirm if the Board of Directors Attestation Letter is required for new applicants? 2. Page two of the FOA states that "entities must submit only one application per service area". By service area, are you referring to the service or target community? Or does this mean that we cannot apply for multiple communities in one application? Are applicants only allowed to target one community (service area)? 3. We would

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apply as a Non-Partnership EHS Expansion provider, do we still need to have MOUs/Third Party Agreements? Or are these components required?

*Per Section IV.2. Content and Form of Application Submission, Required Forms, Assurances, and Certifications, "Submission is strongly encouraged for any applicants who collaborate with an external grant-writer, consultant and/or contractor for assistance and/or support on their application submission. The assurance may be submitted with the application package". While funding under this opportunity is allocated by geographic region, service areas are the areas in which the applicant is proposing to serve for which the grant is offering.*

9. The announcement module mentions that an applicant will be disqualified for applying above the award ceiling, however, it does not make mention that an applicant will be disqualified for applying under the award floor. I wanted to make sure that this is the case. As an existing EHS grantee, we can add EHS expansion slots which would be supported under our existing infrastructure?

*Applicants are encouraged to review Section III.3 Other, Application Disqualification Factors. Per the funding opportunity announcement, applying under the award floor is not a disqualification factor.*