



Family child care
Provider Expansion
Grant Request



The Douglas County Board of Commissioners recently approved \$50,000 in funds from the American Rescue Plan Act to assist with licensing new family child care providers or to expand childcare services for those currently licensed.

To apply for these childcare services funds, new or existing providers must read the requirements and submit an application to Laurie Bonds for consideration.

Newly Licensed Provider Criteria

- May be eligible for a grant up to \$2,500 for items needed for licensure including, but may not be limited to, first aid kits, health and safety items, computer, printer, cost of background studies, training, equipment, water test, modifications or improvements to the home which must be completed prior to licensure such as a fire door or egress window.
- If significant modifications or improvements are needed to meet licensing requirements, an additional \$2,500 may be available, for a maximum total of \$5,000. Modifications/improvements may require a statement from the licensing worker as to necessity prior to approval.
- Reimbursement for allowable expenses will occur three months after licensure and upon eligible receipts being received by Douglas County. In addition, provider must submit a copy of the W-9 tax form to Douglas County prior to reimbursement.
- Eligible expenses must have been incurred for those who began, or were in process of licensing at the time of program inception.
- Expectation is that to retain the full grant award a minimum of 24 months of active childcare will need to be provided. Should the applicant provide less than the 24-month minimum, the provider will need to reimburse Douglas County for prorated funds which were less than the minimum of care provided. Prior to receiving reimbursement, a contract will need to be signed by the provider acknowledging this.
- Provider will submit an itemized list of how grant funds will be utilized and cost of these items. If there is a change in items for which reimbursement is being requested after submission of this application, provider will need to submit a revision request.

Existing Licensed Provider Criteria

- May be eligible for a grant up to \$2,500 to expand childcare services already being offered which may include but are not limited to expanding hours childcare is provided, increasing daycare capacity of children served, hiring of staff.
- Must be able to demonstrate how childcare services are being expanded.
- If expansion of childcare results in need for additional equipment, reimbursement may be requested for equipment. If expansion results in need for additional equipment, please provide an itemized list and cost of these items. Total amount of existing provider grant not to exceed \$2,500.
- Reimbursement for the grant will be provided upon approval of this application and upon receipts of expansion equipment being provided to Douglas County. Providers must also provide a copy of the W-9 tax form to Douglas County prior to reimbursement.

APPLICATION

Family Childcare Provider Grant Request

GRANT REQUEST

Date		Amount Requested	
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APPLICANT INFORMATION

Name			
Daycare Name			
Mailing Address			
Phone Number			
Email Address			
Provider Type	<input type="checkbox"/> Newly licensed family childcare provider <input type="checkbox"/> Existing licensed family childcare provider		
License Date		License Number	

REQUEST DETAILS

Amount Requested	\$
Please explain how these funds will be used.	

CRITERIA REQUIREMENTS

I acknowledge the criteria for my provider license type:

Newly Licensed Provider Criteria

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By signing this application, I agree to abide by the provider criteria and grant requirements and that all of the information provided is accurate.

Applicant Signature		Date	
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Submit application to Douglas County Social Services.

Mail/Drop-off

Douglas County Social Services
809 Elm Street, Suite 1186
Alexandria, MN 56308

Email

dcss@co.douglas.mn.us

Fax

(320) 762-3833

All grant applications will be reviewed by a team at Douglas County.
If you have any questions, please contact Laurie Bonds.