



# Prugrãman i Pinilan i Famagu'on Guåhan Community Care & After School Programs

The Department of Public Health and Social Services (DPHSS) and the Guam Economic Development Authority (GEDA) have established the Prugrãman Pinilan Community Care and After School Programs to support child care programs in the local community and are encouraging eligible applicants to apply.

# Community Care & After School Care Program Fact Sheet

- I PROGRAM INFORMATION
- II APPLICATION CRITERIA
- III APPLICATION PROCESS
- IV OTHER INFORMATION

## I PROGRAM INFORMATION

GEDA guidance for the Prugrãman Pinilan Community Care and After School programs incorporate the required legal mandates relative to the program.

### ELIGIBILITY

To be eligible, child care providers must:

- Have one of the following:
  - a. A Child Care Development Fund ("CCDF") License
  - b. A Child Care Development Fund ("CCDF") Certification issued by the Department of Public Health and Social Services ("DPHSS")
  - c. A current business license issued by the Department of Revenue & Taxation ("DRT") issued on or before March 11, 2021 pursuant to federal law and guidelines for the CCDF
- Be in good standing with Guam's regulations for licensed or registered child care centers, for the purposes of this program, a provider must be compliant with current regulations and may not be in an active repayment process or the subject of an active investigation or enforcement action by DPHSS.

### INELIGIBILITY

Ineligible organizations or programs include:

- Childcare providers that are **NOT** CCDF certified **OR** licensed by DPHSS **OR** the Department of Revenue and Taxation on or before March 11, 2021.
- Businesses that were once opened but are now permanently closed.
- Department of Education ("DOE") funded programs.
- Childcare providers with children **OVER** the age of 13.





## CONDITIONS & REQUIREMENTS

- Funds must be used within one (1) year after the grant is awarded or no later than September 30, 2023.
- Grant funds must be used on one or more of the following purposes:
  - a. Personnel Costs - Wages and benefits for child care program personnel, including increases in compensation for any staff in a child care center or family child care providers and their employees; health, dental, and vision insurance; scholarships; paid sick or family leave; and retirement contributions.
  - b. Rent, Utilities, Facilities maintenance, and Insurance - Rent (including rent under a lease agreement) or payment on any mortgage obligation, utilities, facility maintenance or improvements, or insurance. It also may include late fees or charges related to late payment. Allowable facility maintenance and improvements may include, but are not limited to, building or upgrading playgrounds, renovating bathrooms, installing railing, ramps, or automatic doors to make the facility more accessible, and removing non-load bearing walls to create additional space for social distancing.
  - c. Personal Protective Equipment, Cleaning, and other Health and Safety Practices - Personal protective equipment (PPE), cleaning and sanitization supplies and services, or training and professional development related to health and safety practices.
  - d. Equipment and Supplies - This category includes purchases of or updates to equipment and supplies to respond to the COVID-19 public health emergency. So long as the equipment and supplies are in response to the COVID-19 public health emergency, they may include indoor and outdoor equipment and supplies that facilitate business practices consistent with safety protocols and developmentally appropriate practice, as well as business items needed to respond to new challenges, such as business software and upgrades. This also includes technological upgrades that programs can use to collect data and report to lead agencies.
  - e. Goods and Services - This category includes any material good or service necessary for the operation of a child care program. Examples of goods that might be necessary to maintain or resume child care services include food and equipment and materials to facilitate play, learning, eating, diapering and toileting, or safe sleep. Examples of services that are allowable include business automation training and support services, shared services, child care management services, food services, and transportation.
  - f. Mental Health Services - Infant and early childhood mental health consultation (IECMHC), an evidence-based, prevention-based strategy that teams mental health professionals with people who work with young children and their families to improve their social, emotional, and behavioral health and development in the settings where children learn and grow, is one example of an allowable mental health support.

- Child Care Providers must agree not to:
  - a. Furlough or layoff employees
  - b. Use the funds to pay taxes
  - c. Use these funds for items that have already been paid for by federal, state, tribal or local public funds
  - d. Use funds for construction or major renovations
  - e. Use funds for past expenses
- GEDA reserves the right to include additional conditions and requirements

## II APPLICATION CRITERIA

SECTION I:	APPLICANT INFORMATION
SECTION II:	OPERATIONAL STATUS
SECTION III:	PREVIOUS GRANTS RECEIVED
SECTION IV:	SELF CERTIFICATION
SECTION V:	PROVIDER AFFIRMATION
SECTION VI:	MISSION STATEMENT
SECTION VII:	ORGANIZATIONAL CAPACITY
SECTION VIII :	USE OF FUNDS
SECTION IX:	PROGRAM DESCRIPTION

## III APPLICATION PROCESS

1. Download the grant application form found on the GEDA website at [www.investguam.com](http://www.investguam.com) OR pick up an application form at the GEDA office located on the 5th floor of the ITC building between 8:00 a.m. – 5:00 p.m. Monday through Friday.
2. Submit the completed application form and all required documents via email to [ccpg@investguam.com](mailto:ccpg@investguam.com). However, if documents must be hand delivered, we ask that you bring a copy to be stamped by our receptionist. We will not be able to make copies.
3. GEDA conducts review of application submitted and assigns a unique application number.
4. If application is complete and deemed eligible, a notice of grant award will be issued and sent to the applicant advising of the amount to be awarded.
5. If applicant is deemed ineligible, a notice of ineligibility will be issued and sent to the applicant advising the reason of ineligibility.
6. Regular payment requests will be sent to the Department of Administration for payment of grant awards. Grant award will be disbursed via Electronic Funds Transfer.

## REQUIRED DOCUMENTATION

\* Additional information may be required of the applicant.

**INCOMPLETE SUBMITTED APPLICATIONS WILL NOT PROGRESS FURTHER IN THE REVIEW PROCESS.**

- Completed and signed program application to include Self Certification and Provider Affirmation
- At least one of the following:
  - Applicant's current CCDF License OR CCDF Certification
  - Applicant's 2021 & 2022 Business License
  - Applicant's 501 Certificate (if a non-profit organization)
- Sanitary Permit (if applicable)
- Filed 2021 Form 990 (if a non-profit organization)
- 2020 BPTs (GRTs) copy of stamped or e-filed (June through December 2020) if required to file
- 2021 BPTs (GRTs) copy of stamped or e-filed (January through June 2021) if required to file
- Vendor Record / EFT Establishment Request (DOA Form ACC-VNA001)
  - a. New vendor record applicants must provide proof of submission of their request to DOA
  - b. Applicants with existing vendor IDs must ensure they are enrolled for Electronic Funds Transfer with DOA

**IV OTHER INFORMATION**

**AWARD AMOUNT**

**Community Care Program**

To support Community Programs such as Summer Camps offered by Non-Profit Organizations and Residential Communities offering programs for children ages 5-13 years old or up to age 18 if child is physically or mentally disabled.

Award amount shall not exceed \$50,000 per program with a maximum award amount of \$100,000 per organization.

**After School Program**

To support after school programs for local private schools and non-school providers such as performing arts studios, martial arts centers, and sports camps with children ages 5-13 years old or up to age 18 if child is physically or mentally disabled, that are not already receiving DOE funding.

a. Local Private Schools – award amount shall not exceed \$50,000 per program based on enrollment for the use to enhance after school operations. The maximum award amount shall not exceed \$100,000 per organization.

b. Non-School Providers – Award amount shall not exceed \$50,000 per program with a maximum award amount of \$100,000 per organization.

**APPLICATION PERIOD (one application per program)**

Applications will be accepted via email to [ccpg@investguam.com](mailto:ccpg@investguam.com) beginning 3:00 pm on August 4, 2022.

Deadline is 5:00 PM on August 25, 2022 and is subject to the availability of funds.

Applications that are hand delivered to the drop box available at the GEDA office will not be reviewed until the next business day. Email submissions are highly encouraged.

