

# Renovation and Repair Grant Application

## FY24 - San Francisco - Center

### Grant Awards

Applications are accepted on a rolling basis through May 1, 2024.

- Non-profit center grants up to \$300,000 based on funding priorities
- For-profit center grants up to \$100,000 based on funding priorities

### Purpose

This funding is provided through the Department of Early Childhood (DEC) and is available to eligible early care and education (ECE) centers. The Center Renovation & Repair Grant Program supports renovations, repairs and physical improvements that preserve, enhance, and improve access to quality licensed ECE in San Francisco.

### Eligible Programs Must

- Be located in the City and County of San Francisco.
- Be Early Learning Scholarship (ELS) and/or Preschool for All Qualified.
- Serve families who reside in the City and County of San Francisco.
- Possess a valid child care center license from the State of California.
- Maintain compliance with the California Department of Social Services, Community Care Licensing Division.
- Serve or plan to serve children birth to five (5) years of age.
- Provide evidence of control of the designated child care site for the term of the grant (e.g., a lease or deed of trust).
- If the applicant leases the site, the renovation project must also be approved by the property owner prior to grant funding.
- Demonstrate financial and organizational viability for the grant term (e.g., business is financially well-managed).
- Demonstrate that the grant funds are necessary to undertake and complete the project; funds must be identified to meet all of the costs of the proposed project.

**Note:** If the grant is to finance renovations, the applicant must have obtained or applied for all necessary permits for the proposed project and must use licensed and insured contractors for the work. If the applicant leases the site, the renovation project must be approved by the property owner prior to grant funding.

### Funding Priorities

Higher priority given to:

1. Facilities located in affordable housing developments wholly or partially funded by the City and County of San Francisco e.g., HOPE SF communities, alignment with the City's affordable housing plan, and public/private partnerships

2. Applicants serving a greater number of low- to moderate-income\* and/or CalWORKs, homeless or at-risk families, and/or enrollment of City-subsidized children
3. Facilities located in a neighborhood where there is a demonstrated shortage of licensed early care and education serving low to moderate income families
4. Greater number of early care and education spaces created and/or preserved to serve infants/toddlers
5. Early care and education spaces to be created and/or preserved will provide specialized services for children with special physical health or mental health needs

*\*For the purposes of this program, Area Median Income (AMI) defines low to moderate income, see table [here](#).*

### **Eligible Uses**

- Repair and remediation for damage from emergencies such as but not limited to sewage, flooding, fire, or earthquake
- Physical renovations to increase or preserve number of child care spaces
- Repairs to facility and/or facility equipment
- Purchase of outdoor play space items that meet the LIIF standards of creating more natural outdoor spaces
- Improvements that increase the accessibility of the program to children, parents, guardians, or staff with special physical or mental health needs
- City & State compliance
- Equipment purchases to increase safety
- Repair and remediation for damage from emergencies such as but not limited to sewage, flooding, fire, or earthquake
- Any additional uses that may be identified by LIIF/CCFF staff in conjunction with Department of Early Childhood

### **Ineligible Uses**

- Day-to-day operating costs such as salaries, rent and food purchases
- Non-permanent supplies (e.g., art materials) and other consumable materials such as paint, cleaning supplies, paper, etc.
- Professional development
- Purchase or replacement of unrelated equipment e.g., technology
- Vehicle or transportation expenses
- Reimbursement of previously incurred expenses related to the proposed project
- Indirect or administrative costs

### **Application Process**

*For a list of required documents needed to prepare for the application, click [here](#).*

Applicants must complete an application form and submit it along with all the required attachments to be considered for funding. Low Income Investment Fund/Child Care Facilities Fund (LIIF/CCFF) staff may

request additional information as needed. An incomplete application will not be considered and will be returned to the applicant. If assistance is needed in filling out the application, please contact LIIF at [ccff@liifund.org](mailto:ccff@liifund.org).

LIIF/CCFF will evaluate each complete application promptly and deliver a funding decision in writing approximately four to six weeks from the date of receipt. As part of the selection process, LIIF/CCFF will also conduct a site visit at a pre-arranged, mutually convenient time.

Applicants whose requests are not funded may contact LIIF/CCFF to discuss the reason(s) for the denial. Applicants may reapply for funding in future rounds.

### **If a Grant is Awarded**

The grantee must sign a Grant Agreement and must fulfill all the terms of that Agreement, including but not limited to:

- Maintaining a child care license in compliance with Community Care Licensing
- Ensuring grant expenditures are aligned with the approved budget from Grant Application and Grant Agreement
- Submitting a Use of Funds Report detailing how the funds were used
- Submitting an Annual Status Report each year during the term of the grant
- Such other and further general provisions as LIIF/CCFF or the San Francisco Department of Early Childhood may require (including, but not limited to applicable provisions from the City Administrative Code dealing with Disadvantaged Business Enterprise; Nondiscrimination; Minimum Compensation and the Provision of Health Care Coverage)

If the grantee defaults on any of the terms of the Grant Agreement during the term of the Grant, grant funds will be due and payable to LIIF/CCFF in full. If services are provided for a portion of the term, only a prorated portion of the Grant will be repayable.

### **Grant Terms**

<b>Grant Amount</b>	<b>Term</b>
Less than or equal to \$100,000	3 years
Greater than \$100,000 up to and including \$300,000	5 years
Greater than \$300,000 up to and including \$500,000	10 years
Greater than \$500,000 up to and including \$1,000,000	20 years
Greater than \$1,000,000	30 years