

# Start-Up Grant Application

## FY24 - San Francisco - Center

### Grant Awards

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

- Grants of up to \$3,500 per **new** child care space created

### 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 Start-Up Grant Program is intended to expand, enhance and improve the quality of licensed ECE centers in San Francisco by offsetting the high operating cost of starting or expanding a center.

### 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.
- Increase the number of child care spaces in the City and County of San Francisco.
- Possess a valid child care center license from the State of California or plan to file an application for a license which will result in the creation of new child care spaces.
- 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).
- 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.

### 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**

Initial (up to three months) operating costs for new licensed centers

- Operating Costs (i.e., staff, utilities, professional development, rent/mortgage)
- Additional uses that may be identified by LIIF/CCFF staff

### **Ineligible Uses**

- Construction
- Consumables, furniture and equipment
- Vehicles or transportation expenses

### **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 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 Child Care Facilities Interagency Committee 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