

Community Capital Facilities

Early Learning Facilities (ELF) Program
Eligible Organizations

Frequently Asked Questions (FAQs) and Answers

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Grant Application & Award Timeline (subject to change)

Estimated Timeline	Activity
August 1, 2023 7:00 AM PDT	Applications open
August 22, 2023 5:00 PM PDT	Pre-Applications <u>Received</u> by Deadline (no exceptions)
August 23 - September 1, 2023	Pre-Applications reviewed for eligibility; General Application released to eligible and non-eligible notified
October 16, 2023 6:00 PM PDT	General Applications <u>Received</u> By Deadline (no exceptions)
Mid October – Mid December 2023	Applications Reviewed & Scored
January 2024	Awarded Applicants Selected
February – March 2024	Awards Announced

- Q. What is the timeline to complete the project? Seattle takes six months for permits.
 - The initial contract spans two years. An extension is possible for another two years, but not guaranteed and is based on the state Legislature's decision to extend funding.
- Q. I would like to make plans for my project moving forward. When are grant fund decisions announced?
 - There is no official award announcement date, but we plan for about 6 months between the funding round opening and award announcements being made.

Acquisition (property purchase using grant funds)

- Q. Can a family home child care owner apply for this grant?
 - Any project applying for ELF Eligible Organizations grant funds must expand capacity by increasing the number of ECEAP and/or WCCC slots. A homeowner who wants to start a child care in their home may apply for a grant that would help them renovate their home to meet licensing requirements or to expand the child care capacity at their home. A current family home child care provider may apply for a grant to purchase a property with the grant funds for child care use only. Grant funds cannot be used to purchase a property that will be used as a residence.
- Q. If I rent my current child care facility, am I eligible to apply for this grant to renovate the facility and add WCCC or ECEAP slots?
 - Yes. Both facility owners and renters are eligible to apply for ELF grants.
- Q. Can I apply for a grant to purchase an existing building that could be converted to licensable classrooms that will result in new ECEAP slots?
 - Yes. ELF grant funds can be used for both property acquisition and renovation. ELF funds can only fund up to 75% of the purchase price of the property.

6. **Q. Can I apply for a grant to purchase an existing child care center that has closed?**
- Yes, and ELF funds can only pay for up to 75% of the purchase price of the property.
7. **Q. When can I plan to purchase a property using grant funds?**
- Before you can use grant funds to purchase a property, you must apply for the funds, be awarded a grant, and have an executed contract with Commerce for the project. Please anticipate that this process can take several months for all of the pieces to be finalized.
8. **Q. Would the grant pay back a loan that is taken out to start the building?**
- No. This is not an eligible cost.
9. **Q. Can I start acquisition now and apply before approved for the grant?**
- You assume the risk of acquiring a property at your own cost, as grants are not guaranteed.
10. **Q. What documents are required to show the property acquisition cost if I want to use this as matching funds?**
- For a recent purchase, the Purchase and Sale Agreement and Final Settlement Statement. If the purchase is more than a year old, an updated appraisal or the county assessor's report for the property will demonstrate the value of the property to count toward matching funds.
11. **Q. Could we apply to use grant funds to purchase the building we currently rent so we can expand our WCCC and/or ECEAP capacity?**
- Yes you can use grant funds to purchase a building that will only be used for child care services and that your purchase will increase WCCC and/or ECEAP capacity.
 - Our partners at DCYF are able to assist with pre-licensing questions related to securing ECEAP slots, email them at dcyf.welcome@dcyf.wa.gov.
12. **Q. As a very first time provider without a center already, can I apply to use the grant for modular classrooms on a leased property?**
- Constructing modular classrooms is an eligible expense. For leased property, you must have the property owner's written permission that you can alter the property and your lease must be at least as long as the commitment period for the grant (10 years).

Application Related

13. **Q. At the time of pre-application, do I need to have all 25% of the matching funds ready?**
- If you don't have all of the funding secured when you apply, please include your plan for how you will get all of the project funding. The project budget must be fully funded before a contract will be executed and before any project expenses can be reimbursed.
14. **Q. How do I receive assistance with understanding a pre-application or application question?**
- Email earlylearningfacilities@commerce.wa.gov

- Please provide your name, facility name, email address, and phone number with the specific questions being asked.
- Commerce can only assist with process related questions and to provide clarification on what is being asked on the application – Commerce cannot help with completing the application or providing advice.

15. Q. Can we have copies of successful grant applications?

- ELF cannot provide these, but you can request them by making a public records request with the Department of Commerce. The Notice of Funding Opportunity will have the current application questions and tips on how to fill out an application.
- An explanation of scoring criteria will be provided in the Notice of Funding Opportunity.

16. Q. If we are not successful in the grant application process, will we be able to receive feedback on our application?

- All applicants not selected for funding will be provided with a timeline to request debriefing through earlylearningfacilities@commerce.wa.gov. Please make sure the email address on the application is accurate to be able to be contacted regarding the application.

17. Q. When can pre-applications be submitted?

- The pre-application link will be posted on the Commerce ELF website.
- Pre-applications must be received through ZoomGrants by the deadline posted on the Commerce ELF website. Late submissions are not allowed.

18. Q. Can I preview the application questions to prepare to apply?

- Yes, the pre-application and general application questions are provided in the Notice of Funding Opportunity on our website.

19. Q. I've received an ELF grant in the past. Can I apply for another ELF grant for a new expansion project at the same site?

- Awards can be made to the same site when there is a new phase that is separate and distinct from any previous awards and would expand WCCC and/or ECEAP capacity.

20. Q. My project will need funding for predevelopment and major renovation. Should I apply for two grants?

- Major renovations can include pre-development work. This project would be eligible for the major construction/renovation/acquisition category.

21. Q. I'm not sure which funding category to apply for. How do I choose between Pre-design, Minor Renovation, or Major Construction?

- It depends on the level of work to be done. Refer to the Program Guidelines and review the section on Eligible Project Costs. Review items allowed for reimbursement to help make your decision on what funding category would serve your project best.

22. Q. My pre-application was denied because I made a mistake on one of my answers. Can I correct my answer and reapply?

- Yes. Email earlylearningfacilities@commerce.wa.gov with your ZoomGrants application number and ask to have your application unsubmitted. Then make corrections and resubmit.

23. Q. How can I make sure my application gets awarded? What will help me score higher?

- Review program materials provided on the ELF website. The Notice of Funding Opportunity on our website goes into detail about the requirements and the priorities of the grant funding.

Budget Categories

24. Q. Can I edit the total budget for my project in the general application, after it has been approved in the pre-application?

- Yes, you can edit the total budget in the general application. Make sure your budget total in the Budget tab matches the total request in the Summary tab prior to submitting your application.

25. Q. What happens if I complete the pre-application but change my mind about which funding category I wanted to use later?

- The application must align with the funding category that is ultimately used. Submit the application for the higher amount, if a project includes both renovation and pre-design. Pre-design would be part of the larger project. Support the project with contractor bids. If you need to change the application before it is reviewed you can ask to have the application “unsubmitted” and made available for editing by emailing earlylearningfacilities@commerce.wa.gov.

26. Q. If we intend to apply for a grant to build a modular building on land we already own, then we should start collecting bids now?

- Grant funding is not guaranteed, but having bids to attach to the application supports the project budget and earns more points than those that do not provide bids.

27. Q. How many bids do we need to include with our application?

- You will need bids for all of the work to be completed in the ELF project. Attaching current bids for the project validates the budget request and earns points toward the evaluation of projects.

DCYF Licensing Related

28. Q. For licensing, are the orientation modules different from those for providers who are already licensed?

- No, they are the same. However, the orientation modules must have been completed within a year of applying for a child care center application. So, if it has been longer than a year since the orientation was completed, it must be completed again before submitting a child care license application.

29. Q. Does DCYF Pre-licensing services have a specialist in communities throughout the state (i.e. Eastern WA)?

- The pre-licensing team serves the entire state. There are currently two pre-licensing team members located in Eastern Washington; a pre-licensor and a health specialist. All team

members travel wherever needed. Connect with DCYF pre-licensing at:
dcyf.welcome@dcyf.wa.gov.

30. Q. I want to add a bigger room to my house what do I need to do?

- If this extra room will increase your capacity of licensed children, you could apply for an eligible organizations ELF grant. However, the applicant needs to confirm with DCYF that they can increase slots. Connect with DCYF at: dcyf.welcome@dcyf.wa.gov.

31. Q. I am currently licensed to serve 12 children but not all of my slots are full. Can I apply for an ELF grant to expand and fill all 12 of my slots?

- A requirement of these grant funds is expansion of slots. We need to see the increased capacity as indicated on your license.

32. Q. Can I apply to purchase a separate space for the center? Do I need to be fully licensed by the time I apply?

- You can apply for grant funds to purchase additional facility space to expand capacity. You do not need to be licensed at the time of acquisition, but you need to have a plan regarding the licensing process and be coordinating with your licensor. Connect with DCYF pre-licensing at: dcyf.welcome@dcyf.wa.gov.

33. Q. If I can convert my home to a center can I apply?

- Yes, this would be eligible. Please discuss your plans with DCYF child care licensing and your county to learn in advance if there is any circumstance (like zoning, for example) that may prohibit this. Connect with DCYF pre-licensing at: dcyf.welcome@dcyf.wa.gov.

34. Q. I am a current childcare provider. How do I request more enrollment capacity at my facility?

- Contact your licensor or DCYF at: dcyf.welcome@dcyf.wa.gov . They should be able to help you.

35. Q. I have a licensed in-home daycare and would like to expand my daycare areas. What kind of additional space can I add?

- Check with DCYF licensing first to determine the number of allowable slots at your location before applying. Connect with DCYF at: dcyf.welcome@dcyf.wa.gov.

36. Q. DCYF indicated there are 47,765 new child care spaces needed When are these spaces expected to be available?

- It depends on how quickly spaces can be created. There is no estimate at this time.

37. Q. We already have a center that is licensed and have taken the licensing orientation. Do we need to take the orientation again if we want to open a new center funded by the ELF grant?

- If it has been longer than a year since the orientation, then licensing orientation would need to be taken again. You can learn more at <https://dcyf.wa.gov/services/early-learning-providers/licensed-provider/licensing-process>

38. Q. Is pre-licensing support available to those who are not awarded funds through the grant?

- Pre-licensing services are currently provided to grant recipients, organizational licensing participants, and employer supported child care efforts. Connect with DCYF pre-licensing at: dcyf.welcome@dcyf.wa.gov.

39. Q. Are we eligible to apply for the ELF grant if we are tribally licensed? We are located on a reservation, there is no state authority to license on our Tribal reservation.

- Yes, as long as you are increasing WCCC and/or ECEAP capacity.

40. Q. Is the ELF grant only open to existing ECEAP or WCCC program providers?

- No, but the applicant would need to become an ECEAP and/or WCCC provider.

41. Q. If you are providing part-day ECEAP, can you apply for a grant to help license the center in order to provide school day ECEAP?

- You can apply, but are not guaranteed funding. Part-day slots are added together to make full-time slots in the application. For example, if you have 12 half-day (.5) slots, you would report in your application that you currently have 6 slots (12x.5). Grant recipients must add capacity in order to qualify for funding. If you would be adding additional capacity above and beyond the 6 current slots, we consider that additional capacity.

42. Q. How do I get more information about Working Connections Child Care?

- Visit [DCYF's website](#) for more information about WCCC.

43. Q. Is it possible to get pre-licensing services before writing the grant? This would help us to fully understand our needs.

- Yes! Email and coordinate with DCYF and their pre-licensing team at: dcyf.welcome@dcyf.wa.gov. You can still apply for the grant and include where you are in the pre-licensing process.

Direct Appropriations

44. Q. What are Direct Appropriations?

- These funds are directly awarded to facilities from the legislature. Early Learning Facilities are encouraged to contact their legislators to determine the appropriate course of action to acquire a Direct Appropriation.

Eligibility to Apply

45. Q. Can a gymnasium take the place of an outdoor play place?

- A gymnasium will not meet the requirement for daily active outdoor play.

46. Q. I am a property owner and would like to sell my facility to a child care provider. Who should apply for the grant – the child care provider or me, the land owner?

- The operator needs to apply for the grant and not the property owner who wants to sell. The applicant can attach the intent to purchase, and if possible, a purchase and sale agreement, to the application. If the property is not sold, there needs to be a lease between the property owner and the operator. If there is no child care operator identified for the property, a third party would

need to run the facility. The child care provider itself needs to be the applicant.

47. **Q. There is a 40,000 sf community center with ECEAP childcare being planned. Can construction costs be eligible for the childcare care portion?**
- Yes. ELF funds can be used for the child care portion.
 - Also, Commerce's [Building Community Fund \(BCF\)](#) grant may be available for the non-ELF portion of the project.
48. **Q. How can it be "new" construction if the grant does not include land acquisition?**
- Grant funds cannot be used for the acquisition of raw land. An applicant may purchase raw land on their own and then apply for grant funds to use in the construction of a facility. The purchase price of the land can be applied toward the matching funds requirement.
49. **Q. Can funds be used to create after-school or summer programs?**
- Awards are evaluated for full time, all-year slots.
50. **Q. We run a 4-hour-a-day licensing-exempt program but would like to turn into a fully licensed childcare working with Working Connections. Are we eligible to apply?**
- If the applicant is from one of the categories listed in the Program Guidelines as an eligible organization, they can apply. The applicant must have site control and permission to make changes to the building, if the building is being leased. Both the provider and the site are to be licensed.
51. **Q. If a local government applies as part of a public-private partnership are they eligible if the private partner is a licensed childcare operator? The local government would be the main applicant and receive the funds.**
- Yes, but the applicant would need to have site control (own or lease), continue to manage the funds and the project completion, and make arrangements for a licensed childcare operator. Both the provider and the site are to be licensed.
52. **Q. How often is this grant available? We are not sure if we should apply now or wait until next time.**
- This funding is available every two years and if awarded, applicants should anticipate completing their project within two years. Commerce cannot guarantee the funds would be extended for another two years after that, but it is possible.
53. **Q. Can I use this funding grant to expand my facilities?**
- Funding may be used to expand the facilities as long as there are increased subsidized slots as a result of the project.
54. **Q. Is top off funding allowed? (Top Off refers to funding gaps related to cost increases)**
- No, additional funding for a previously-awarded ELF project is not allowed.
55. **Q. If I currently serve students receiving WCCC subsidy and I apply to expand and serve more children receiving WCCC, would we qualify for funding?**

- As long as the project is expanding WCCC or ECEAP slots, then you can apply for the grant.
- 56. Q. Can ELF grant funds be used for outdoor play space renovations?**
- Yes, if the renovations would result in added subsidized slots.
- 57. Q. My landlord wants to sell the property I currently have a center on. I've put 60k into the property and building already to make and keep it up to standards. Can I use the funds to save my 39 WCCC spots?**
- The funds, if awarded, can be used to purchase the property from the landlord. A maximum of 75% of the purchase price can be funded by the ELF grant.
- 58. Q. I just increased my in-home capacity last month. Do I qualify for the ELF grant?**
- The proposed project in the application needs to increase capacity to be eligible for funding. The increase needs to become licensed after the project is completed and must be within the licensing limits as set by DCYF.
- 59. Q. Our preschool is within a church building. Can we apply for funds to be used to get the entire building up to code?**
- Funds can only be used for the early learning/child care portion of a building. If the entire building needs upgrading, then the work that is completed on the non-early learning/child care area can be applied as matching funds.
- 60. Q. I'd like to upgrade the flooring in my childcare facility to increase health and safety and social distancing. Am I eligible for this grant?**
- This grant requires the project that is funded to expand ECEAP/WCCC capacity. If the project you want to complete is only for health and safety and social distancing, you may be eligible to apply for a future non-expansion minor renovations grant that does not require creating new ECEAP/WCCC capacity. Make sure to sign up for updates on our website to be notified if this funding becomes available.
- 61. Q. If the full grant we are requesting is not available, would we be funded for a lower amount that is available? Would our grant request be reduced if needed?**
- Grant applications are evaluated and ranked by our Early Learning Facilities Advisory Group subject matter expert team and funded based on that ranking. Evaluations are based on many factors, including capacity expansion, child care desert status, and project feasibility. The grant amount applied for is not reduced unless a portion of the project is ineligible. Any ineligible costs will be deducted from a grant award.
- 62. Q. What are the minimum requirements of this grant?**
- Funded grantees must operate the child care site for at least 10 years after their ELF project is completed, must be licensed or certified, must participate in Early Achievers, and must add child care capacity for children eligible for ECEAP or WCCC subsidy. Please review the program guidelines for more information about eligibility.

63. Q. I am currently in the process of increasing the number of students I can accept into my program. Am I eligible or do I need to wait for the opportunity you mentioned for existing spaces?

- You can apply. Your application will need to demonstrate that the project you're proposing will increase of ECEAP and/or WCCC slots.

64. Q. Can you explain what you consider a difference between deferred maintenance that cannot be covered and renovations needs? If windows, electrical or plumbing updates are needed within an existing facility that would increase enrollment?

- Deferred maintenance is general maintenance that has been postponed and are considered operational costs, which are not allowed. The ELF Eligible Organization grant funds can be used for minor renovations that increase ECEAP and/or WCCC capacity.

Energy Efficiency

65. Q. In what context would energy efficiencies be eligible funding?

- If the project does not expand capacity or more slots, then the project would not be eligible. See other Commerce grant opportunities for potential projects that could address energy efficiencies. (Youth Recreational Facilities).

Land Only

66. Q. It's been two years in I have a daycare in my home. I want to buy land, so I believe I am eligible for this. Right?

- Land purchases are not eligible for this grant. If you would like to expand and purchase a facility for use as a childcare, that project would be eligible as long as you are coordinating with your licensor so you know what work would need to be done to bring the building to licensing standards.

Matching Funds

67. Q. What is the minimum matching funds requirement?

- For every \$3 Commerce provides, the applicant would provide \$1, so the minimum contribution by the applicant is 25% of the total project cost. If an applicant is awarded a direct appropriation by the legislature, there is no match requirement. Matching funds can come in many forms, including liquid and non-liquid assets.

68. Q. If I provide more than 25% match, will that help my application?

- If more match is provided, more points may be awarded. The matching funds category is not the only scored area on the application.

69. Q. How are matching funds, like land value, allocated to the ELF project when it is part of a larger affordable housing complex?

- This is done as a ratio on a case by case basis and we will work with awardees.

70. Q. If I already own the land, can I use the value of the land as matching funds for my project?

- The appraised value of the land can usually be applied as matching funds.

71. Q. Does a loan for part of the project count toward the 25% matching fund requirement?

- You can get a loan for the matching funds.

Other Funding Opportunities

72. Q. How can I learn about new Early Learning Facility funding opportunities?

- Please sign up for updates on our website. We will send a notice to all subscribers when new funding rounds are opening.

73. Q. Are there ELF or other grant opportunities for childcare centers that are in dire need of upgrades but don't have room to add spaces?

- Please see the Minor Renovations grant opportunity on our website. We are planning to launch this funding round in late 2023.
- Check with your city, county, and with DCYF to learn if there are other grant opportunities available.

Partnerships

74. Q. Does Commerce have a list of child care facilities who are looking for partners?

- Commerce does not maintain this type of information. Partnerships depend on the communities that are being served. Child care provider are listed on DCYF's [Child Care Check](#).

75. Q. Can I partner with another organization that will provide child care services at a property that our organization will purchase and renovate using and ELF grant?

- Yes. The owner should apply and hold the contract with Commerce for the acquisition and renovation to a licensed center, and then also contract with a child care provider.

Project Related

76. Q. Does the Early Learning Facilities Program consider how funded projects will be staffed?

- Staffing is related to licensure, which is regulated by DCYF. Staffing is not part of the application evaluation.

77. Q. Can I apply for multiple projects in different locations?

- Yes. If there are different projects in multiple locations, each location would need its own application. All projects must increase childcare slots. You can also apply for multiple projects in one location on one application.

78. Q. Would you please describe eligible activities for pre-development grant fund use?

- Feasibility studies, architecture, engineering, permitting, zoning, and other planning activities are all part of pre-development. There is a link to the Program Guidelines on the [Commerce ELF Website](#) with a list of eligible and ineligible costs by category.

79. Q. Can ELF funds be used to pay off debt?

- No. Funds are only for projects that increase subsidized capacity, not reducing already accrued debt.

80. Q. Can the grant funds pay for mortgage payments?

- Early Learning Facilities grants cannot be used to pay for operational costs, like mortgage payments. If a grant is awarded to a project for acquiring a property to create an early learning child care facility, Commerce can fund part of the acquisition through escrow, in alignment with the matching funds to grant funds ratio.

Reimbursement and Eligible Cost Reimbursement Date

81. Q. How is the property value counted as matching funds?

- The value of the land can be used toward the matching funds requirement should an applicant pursue building a facility on the property. However, grant funds are not guaranteed. Commerce will evaluate the property value using a current appraisal (provided by the grantee) or the county assessor's report to determine the appropriate amount to apply as matching funds.

82. Q. If there is an existing facility that is operational, can I apply for a grant to complete a renovation that will increase ECEAP and/or WCCC slots?

- We will reimburse invoices for eligible costs back to July 1, 2022 for an awarded project. The project cannot be complete by the time of the application. If the expansion project is 80% complete or more, the application may not score enough points to be selected for funding. Grant funding is not guaranteed to every applicant.

83. Q. I'm in the process of opening a child care center and I have already purchased and remodeled it to prepare it for licensure and create new child care slots. Am I eligible to apply to be reimbursed for the remodeling project I just completed?

- Projects that are 80% complete or more at the time of application are not eligible to apply. If further renovation would create additional capacity at your child care center, you would be eligible to apply for the new renovation project.

84. Q. Is this grant reimbursement-only?

- Yes. This is a reimbursement grant. Phases of the project must be completed before submitting for reimbursement. On a case-by-case basis, Commerce can assist with payment based on the cost of invoices for completed work.

85. Q. If I'm awarded a grant, how often can I request reimbursement for eligible expenses?

- Reimbursement can be requested as often as monthly for eligible costs of completed project components. Reimbursements are processed within 30 days of submission.

Requesting Grant Amounts

86. Q. How much funding should I request for my project?

- Cost estimates must be a part of the grant application budget. The project budget amount must match the funding request amount. Please use bids and estimates to provide proof that the project amount is what is needed to complete the project. You may include contingencies in the budget calculation if you or your contractor(s) anticipate that costs could increase.

School District Funding Round

87. Q. When will school districts application open?

- The public schools funding round application occurs in even years, for funding in the following biennium. It is anticipated to open next spring (2024). Please sign up for email updates on the Commerce ELF Website, which is on the first page of this document.

Scoring Criteria

88. Q. How do I know if my location is a high need area for child care slots?

- Please review [DCYF's dashboards](#) to understand the need for child care in your area or the area you would like to open a child care business.

89. Q. How are applications prioritized?

- A project in a child care desert will receive more points in the application process. Child care deserts exist in communities across Washington, urban, suburban, rural, and isolated. For more information on child care deserts, please see:

90. Q. Is the scoring criteria available online?

- The scoring criteria is provided in the Notice of Funding Opportunity, which is found on the Commerce ELF Website. Sign up for email updates on our website.

Securitization

91. Q. Do I need to own my building to apply for the ELF grant?

- You do not need to own the building outright. Projects with mortgaged or leased facilities and properties-to-be-acquired are all eligible to apply for the ELF grant.

Site Control

92. Q. We lease a property for our child care business. How long should my lease be to be eligible for an ELF grant?

- You must have a minimum of ten year lease commitment with your landlord. You must also have the landlord's permission to alter the property if you plan to do renovations.

Slot Increase Requirement (ECEAP / WCCC)

93. Q. Does the expansion requirement apply to the Minor Renovations opportunity?

- Yes. The ELF Eligible Organizations funding round requires expansion. There may be future opportunities for minor renovation funding that do not require expansion. Please sign up for updates on our website to receive an email when any new funding opportunities open.

94. Q. How many ECEAP or WCCC slots are required to receive grant funding?

- Awards are based on the points awarded on the application review process. There is not a threshold for the number of new slots required to receive funding. However, projects may be prioritized based on the application's slot numbers, along with other factors. Please see the program guidelines found on the ELF website to review the category funding limits.

95. Q. What happens if I need to change parts of my project after I receive an ELF award, like slot numbers or renovation plans?

- The Commerce ELF team consults with the ELF Advisory Group to review and approve or deny any proposed project changes. If there are significant changes to the project that the advisory group does not approve, funding may need to be returned to Commerce.

96. Q. What happens if I can't fill all of the slots I create at my child care facility?

- There is no penalty as long as the slots are available for future enrollment. If subsidized slots cannot be filled, Grantees are expected to make every effort to fill with subsidized slots. If a slot opens up, every effort must be taken to see if there is a family looking for ECEAP, WCCC, or other subsidized slots.

97. Q. Does DCYF help populate slots for ECEAP or WCCC?

- The process to populate slots for ECEAP is different than the process for Working Connections Child Care (WCCC). Contractors for DCYF-ECEAP have to apply for slots through the [Request for Application](#) (RFA) each year. This may be done progressively until the need is met. After ECEAP - Entitlement is reached slots will be available for all qualifying Children. If 40 slots are requested, then 40 slots may be available at the site, if approved.
- For WCCC, DCYF refers the family receiving WCCC to Child Care Aware of Washington (CCA). CCA provides information and refers the family looking for care to the child care program when requested.

98. Q. How are half day slots calculated?

- Commerce looks at half day slots as one full space. So, slots in half day models cannot be calculated twice. For example, if a provider has a morning and evening session, only one session will be considered.

99. Q. Is there a minimum percentage of subsidized slots required?

- No, an applicant should assess the need in their area and conduct their financial feasibility to determine how many slots to reserve for subsidized care. [Child Care Check](#), [Child Care Aware](#) and [DCYF Dashboards](#) may help with the assessment.

100. **Q. Can you apply for the ELF grant even though you are not going to participate in ECEAP, WCCC, or Early Achievers?**
- Unfortunately, no. Expansion of WCCC or ECEAP subsidized capacity is a requirement of this grant.
101. **Q: In order to be eligible for ELF EO grants, applicants must be participating in Early Achievers. Are Tribes who evaluate the LOVIT Way as part of their Early Achievers eligible?**
- Programs must be participating in Early Achievers. Tribal programs may opt to use The LOVIT Way as a part of their Early Achievers program evaluation process.
102. **Q. We do not have a state business license as we are a Tribal entity.**
- You will need to be registered with the state Department of Revenue because a Universal Business Identifier (UBI) is required to contract with Commerce.
103. **Q. Is there any preference given for creating new ECEAP vs WCCC slots?**
- No. This requirement is either/or.
104. **Q. What are WCCC and ECEAP programs?**
- Working Connections Child Care (WCCC) subsidy and ECEAP are programs that help families pay for child care.
 - Learn more at: <https://dcyf.wa.gov/services/early-learning-providers/subsidy> and <https://dcyf.wa.gov/services/early-learning-providers/eceap>

Taxes

105. **Q. Do we pay taxes for the grant?**
- Please check with an accountant to determine taxes based on specific business licensing situations.

Debriefing Webinar Questions

106. **Q. Will Department of Commerce be releasing the ranking for all applicants? It is our understanding that there might be additional funding provided by the State for the ELF program, where applications will continue to be awarded in the order scored. For capital projects, it is critical to have an understanding of potential forthcoming funds for planning and feasibility purposes. Thank you.**
- We only release the list of awardees. If there is additional funding by the legislature, those who are next on the scored list will be offered funds and the process will continue until any additional monies are depleted.
107. **Were projects that were not deemed "shovel ready" not moved forward to further review?**
- All projects submitted under the general application were reviewed. Only those that did not demonstrate increased licensable capacity were not forwarded.
108. **Are you able to share how many projects were funded at each level: Pre-Design, Pre-Development, Minor, Major Under \$1M, Major Above \$1M? As a percentage of the total submitted by level?**

- 4 Pre-Design - \$84,100
- 4 Pre-Development - \$667,645
- 8 Minor Renovations - \$984,852
- 16 Major Renovations/Acquisition - \$10,201,847.72
- 10 Major Renovations/Acquisition - \$18,025,569.72
- Total awarded \$30,021,890.00

109. Is there an idea of how many additional dollars are being allocated to the ELF competitive grant cycle from the State? (for additional awards in August)

- We will not know.

110. Did the Department of Commerce award ELF applications based on scoring regardless of project type, or were they subdivided into project types first and then awarded based on scoring?

- Projects were scored based upon criteria set in the Program Guidelines, to include but not limited to, ability to complete the project by the end of the biennium, expansion of subsidized childcare slots, clearly defined and feasible scope of work detailing activities related to specifics of the project, and “shovel readiness”, meaning that the project was ready to start upon award. Each application’s project needed to be a stand-alone project, resulting in a functioning and licensed facility by the end of the project. Shovel ready also includes being fully funded outside of the award being requested.

111. Can you please explain the process that the Department of Commerce utilized during the initial review of the full application and how that may have differed from the pre-application review?

- The pre-applications were internal review for program eligibility only and were not scored. If the application did not meet basic programmatic eligibility, then it did not proceed to the General Application. The General Application was the only one that was scored.

112. During the initial review of the full application, if project applications were deemed ineligible due to issues like shovel readiness, lack of site control, lack of funds, etc., did they not proceed to full application review?

- If during the full (general) application, the projects did not meet certain scoring criteria, they were not awarded those points. The applications were not “deemed ineligible” based upon just one item or another. Each funding round, we take feedback from both applicants and the reviewers to apply to processes for the next funding round, as our goal is continuous improvement.

113. Is there a list of applications that were deemed ineligible during the initial review of the full application to reference?

- Projects were not deemed ineligible during initial review of the full application unless they were not expanding capacity. Other than that, awards were determined based upon points awarded and total scores and votes, so no, there is not such list.

114. Is the Department of Commerce going to publish a list of the application rankings? This could be critical for a number of capital child care projects to be able to plan and weigh their options moving forward.

- We will be publishing a list of the awardees next week, but we do not publish a list of the rankings.

Information on ECEAP

<https://www.dcyf.wa.gov/services/earlylearning-childcare/eceap-headstart>

Information on WCCC

<https://www.dcyf.wa.gov/services/earlylearning-childcare/getting-help/wccc>