



PRUGRAMAN I PINILAN I FAMAGU'ON GUAHAN

# Child Care Assistance Program **SUPPORT 2022** **(CAPS2022)**



Many families choose childcare centers because of the regulated, classroom-like environment. Families like that their children are cared for in groups with other children the same age. They also appreciate the greater number of certified care givers present in the childcare facility.

Currently, there are approximately 48 childcare centers licensed by Department of Revenue and Taxation (DRT) and the Department of Public Health and Social Services (DPHSS). The average capacity of the current 48 Child Care Development Fund (CCDF) certified childcare facilities is approximately 40 children per center, for a total of 1,920 enrollees.

In order to achieve the goal set by the Leon Guerrero-Tenorio Administration's goal to enroll 3,500 children by the end of fiscal year 2023, the Guam Economic Development Authority (GEDA) and DPHSS encourages entrepreneurs to support a new child care center opening in order to provide more children a regulated and safe classroom environment.

This program will provide support by providing a grant / reimbursement of a portion of the funds as a means to expand the number of certified childcare facilities. The Childcare Assistant Program Support 2022 (CAPS 2022) will provide up to 75% of qualified expenses tied to opening up a new CCDF child care facility.

The American Rescue Plan Act (ARPA) made available one-time supplemental funding geared at stabilizing the fragile child care market with a focus on rebuilding a stronger child care system that supports the development and learning needs of children, meets parents' needs and preferences with equal access to high-quality child care, and supporting a professionalized workforce that is fairly and appropriately compensated for the essential skilled work that they do.

To assist child care providers caring for school-age children, ages 0 months through 13 years, who play a critical role in providing safe, enriching environments for children before and after school and during summer months, the Leon Guerrero-Tenorio Administration has allocated up to Twenty Million Dollars (\$20,000,000.00) from ARPA Childcare funds. The establishment of the Prugraman I Pinilan I Famagu'on Guahan (Prugraman Pinilan) will be administered by GEDA.

## **PROGRAM INFORMATION**

ELIGIBILITY  
INELIGIBILITY  
APPLICATION PERIOD  
REQUIRED DOCUMENTATION  
AWARD AMOUNT  
APPLICATION PROCESS

## **CAPS2022 APPLICATION**

SECTION 1: APPLICANT INFORMATION  
SECTION 2: OPERATIONAL STATUS  
SECTION 3: PROVIDER AFFIRMATION  
SECTION 4: EXPENDITURES WORKSHEET

# PROGRAM INFORMATION

## PROGRAM INFORMATION

GEDA guidance for CAPS-2022 incorporates the required legal mandates relative to the program.

## ELIGIBILITY

To be eligible, applicants must be:

- A DPHSS Licensed Child Care Facility, opened after January 01, 2022 or operational on the date of application or intend to open within 90 days of application.
- Meets compliance with applicable health and safety requirements at the time of application (i.e. sanitation permits, CPR and First Aid Training, etc.);
- Open and fully operational in accordance with applicable child care rules and regulations on the date of application.
- In good standing with Guam's Child Care rules and regulations for licensed child care facilities.

## INELIGIBILITY

The following entities shall not be eligible to receive assistance under this program:

- A. Afterschool programs at public or private schools;
- B. At home child care providers; and
- C. Businesses that were once open and are now permanently closed.
- D. Businesses eligible for CAPS 2021.

## APPLICATION PERIOD

Applications will be accepted via email to CAPS2022@investguam.com beginning 8:00 a.m., Tuesday, September 20, 2022. The program processed application submission deadline is 5:00 p.m. Friday, December 30, 2022 and is subject to the availability of funds.

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

## REQUIRED DOCUMENTATION

Listed below are the required documents to be submitted by every applicant. There may be additional information required of the applicant on a case-by-case basis. Any additional documentation must be promptly identified and communicated to the applicant and properly documented:

1. Completed and signed program application to include self certification and provider information;
2. Monthly average 2022 actual / projected monthly expense statement;
3. One-time opening expenses supported by paid invoices up to 60 days from the opening of the child care center;
4. Applicant's current business license / CCDF license or if daycare not opened Application for CCDF (Stamp received by DPHSS).
5. Copy of current commercial lease or mortgage statement;
6. Sanitary Permit (If applicable);
7. Vendor Record/EFT Establishment request (DOA Form ACC-VNA001); and
8. DUNS/UEI number as required for all grant awards of \$50,000 or more.

## AWARD AMOUNT

### AWARD AMOUNT

Award calculation takes into account the need to provide assistance and stability for the childcare industry.

Grant support of Seventy Five percent (75%) of total cost pertaining to opening the childcare facility.

### Example:

Total startup cost (approved invoices submitted)  
 $\$200,000 \times 75\% = \mathbf{\$150,000}$ .

### MAXIMUM AWARD AMOUNT

Grant support of 75% (seventy five percent) of total cost pertaining to opening the child care facility, not to exceed \$200,000.00 per location. All funds must be expended by September 30, 2023.

# APPLICATION PROCESS

## STEP 1

**Initial Inquiry.** GEDA expects initial inquiries to be minimal, with most information readily conveyed to the public via the GEDA website.

## STEP 2

**Official Submission Date.** The official date of filing of a program application occurs when GEDA receives an application package via email or electronic record of submission via drop box.

## STEP 3

**Program Application Review for Completeness.** Applicant packet will be reviewed by GEDA.

## STEP 4

**Notice to Applicant.** If the application status shows INCOMPLETE, the applicant will be notified of items needed to complete the application. It is the responsibility of the applicant to review the checklist of requirements to ensure a complete packet is submitted.

## STEP 5

**Application Review for Eligibility.**

## STEP 6

**Notice to Applicant on award amount and /or notice of ineligibility.**

## STEP 7

**Fund disbursement.**

## GRANT PROGRAM HELP DESK

Website: [www.investguam.com/CAPS2022](http://www.investguam.com/CAPS2022)

Email: [CAPS2022@investguam.com](mailto:CAPS2022@investguam.com) Phone

Number: 671-647-4337

# IS THE GRANT APPLICATION COMPLETE?

YES

NOTICE OF GRANT AWARD WILL BE ISSUED AND GRANT STATUS WILL BE UPDATED ONLINE AT [WWW.INVESTGUAM.COM/CAPS2022](http://WWW.INVESTGUAM.COM/CAPS2022)

NO

APPLICATION STATUS WILL BE UPDATED ONLINE AT [WWW.INVESTGUAM.COM/CAPS2022](http://WWW.INVESTGUAM.COM/CAPS2022) WITH A LIST OF MISSING ITEMS

FINAL STEP

DEPARTMENT OF ADMINISTRATION ISSUES AWARD

# GRANT APPLICATION CHECKLIST

- GRANT APPLICATION**
  - PAGE 1
  - PAGE 2
- FORM 1121 EXPENSE WORKSHEET**  
SIGNED  Y  N
- PROVIDER CERTIFICATION/ AFFIRMATION**  
SIGNED  Y  N
- 2022 MONTHLY EXPENSES**  
SINCE FIRST OPENING MONTH OF CHILD CARE FACILITY
- CURRENT CCDF LICENSE ISSUED BY THE DEPARTMENT OF PUBLIC HEALTH AND SOCIAL SERVICES OR COPY OF APPLICATION FOR CCDF (STAMP RECEIVED BY DPHSS)**
- CURRENT LEASE OR MORTGAGE STATEMENT**