

## Appendix A: Budget Template for New York Forward Child Care Expansion Incentive Temporary Operating Assistance Grant

This funding will support up to 50% of monthly operating costs of a classroom in hope of bringing a new classroom online. Allowable monthly classroom costs include

- Teacher/Staff Salaries
- Rent for Child Care Space
- Fixed Operating Costs such as Utilities
- Child care supplies to accommodate restructuring for social distancing (separate art materials etc/partitions etc

Supplies for cleaning or sanitation

Food/Milk/Formula for Children in Program

Other

Program Name (fill in)

ID Number (fill in)

Eligibility Group (drop down)

A

Modality (drop down)

SACC

You are Eligible for Both Grants		Month 1	Month 2	Month 3
Number of Classrooms to be added fill in) (max 5)	<b>Maximum Grant Award</b>	<b>\$5,000</b>	<b>\$3,000.0</b>	<b>\$1,500.00</b>
		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
	<b>Projected Minimum Grant Award If Approved</b>	<b>\$2,500</b>	<b>\$0</b>	<b>\$0</b>

Every eligible program will receive funding for one classroom before funding for additional classrooms is given to any program. Funding may be adjusted proportionately to provide funding to all applicants.

Funding for Months 2 and 3 will be dependent on the availability of funds after programs have been funded to 100% of the Month 1 amounts.

Please Note: These are Temporary funds only and should not be expected to continue past the end of the three month grant period.

Each item of expense is only eligible to be claimed on one grant and must not be duplicated on the other grant.

Subtotal of Maximum Grant: **\$0**

Maximum Grant Funds are  
Dependent on Funds available

Example Budget for Operating Grant for Classroom 1			Number of Children Proposed to Serve in Classroom 1 (fill in)	
Category	Description of Item	Quantity	Unit Cost	Proposed Expenditure
<i>Example: Staff</i>	<i>Salary Lead Teacher</i>	1	\$4,000	\$4,000
<i>Example: Fixed Operating Costs</i>	<i>Electric Bill</i>	1	\$200	\$200
<i>Example: Supplies</i>	<i>Food for Children</i>	8	\$100	\$800
EXAMPLE ONLY	<b>Budget exceeds projected minimum award, any amount over projected minimum award may not be reimbursed by OCFS</b>			\$5,000







				\$0

Actual Budget for Operating Grant for Classroom 4			Number of Children Proposed to Serve in Classroom 1 (fill in)	
Category	Description of Item	Quantity	Unit Cost	Proposed Expenditure
				\$0
				\$0




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