



Attestation Terms and Conditions

This user guide lists the Final Attestations Terms and Conditions for the Child Care *Stabilization for Workforce Supports* grant application.

By agreeing to these terms and conditions and applying for the *Child Care Stabilization Grant for Workforce Supports*, I certify that all information provided as part of this application is true and accurate to the best of my knowledge and agree to each of the following statements;

- I will promptly notify the Office of Children and Family Services (OCFS) of any changes to information provided in this application, including, but not limited to,
 - the closure of my child care program,
 - my legally exempt group program is no longer serving families with subsidies
- I understand that if my child care program permanently closes during the grant period, I must return all unspent funds and am no longer eligible to receive any additional grant payments. The grant application period terminates on November 30, 2022, and funding can be used until 9/30/23 as long as the program is open and serving at least 1 child, or enrolled and serving at least 1 family in receipt of child care subsidy.
- I agree that my program will comply with all OCFS regulations and New York State Department of Health guidance, and New York City Department of Health and Mental Hygiene regulations if applicable, and maintain good standing (as defined in the Solicitation of Interest) and, to the greatest extent possible, implement policies in line with guidance from the Centers for Disease Control and Prevention (CDC) (available at <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/guidance-forchildcare.html>).
- OCFS or its agents may monitor this application and use of funds to ensure the accuracy of the information that I have provided and the proper use of funds.
- I agree that I will complete an application outlining how I will dedicate at least 75% of my grant award towards workforce expenses and complete all necessary recertification and final reporting for this grant award.
- I understand that at any time, I may be asked to produce records for verification including receipts and proof of payment purposes upon audit of any Child Care Stabilization Workforce Support funds.
- I agree to provide information and supporting documents as requested.



- I agree to provide, for audit purposes, access to the child care facility for which this application is submitted, information and documentation related to the application and use of funds, and access to interview child care staff members in connection with this application and the use of funds received.
- I must retain supporting documentation for a period of five years and promptly submit it to OCFS upon request.
- I understand that providing false or inaccurate information on this application or improper use of funds will result in the return or repayment of funds. I agree to repay funds as required by OCFS.
- I agree to report the use of funds received to OCFS or its agents upon request.
- I agree that I cannot use child care stabilization to pay for expenses expressly covered by another external source, e.g., the Paycheck Protection Program (PPP), or to supplant other federal or state funds.
- I must spend all Child Care Stabilization funds by September 30, 2023.
- I have read and agree to the terms and conditions and am an authorized person to submit this application.
- I agree I will not reduce salary or benefits to employees of my child care program for the duration of the grant payment term. For each employee of the child care program, I agree to pay at least the same amount in weekly wages and maintain the same benefits (such as health insurance and retirement, if applicable) for the duration of this child care stabilization grant.
- I agree to prevent any involuntarily furlough of employees from the date of application submission through the duration of the grant period.
- I agree to provide relief from copayments and tuition payments for the families enrolled in my child care program, to the extent possible, and prioritize such relief for families struggling to make either type of payment.