

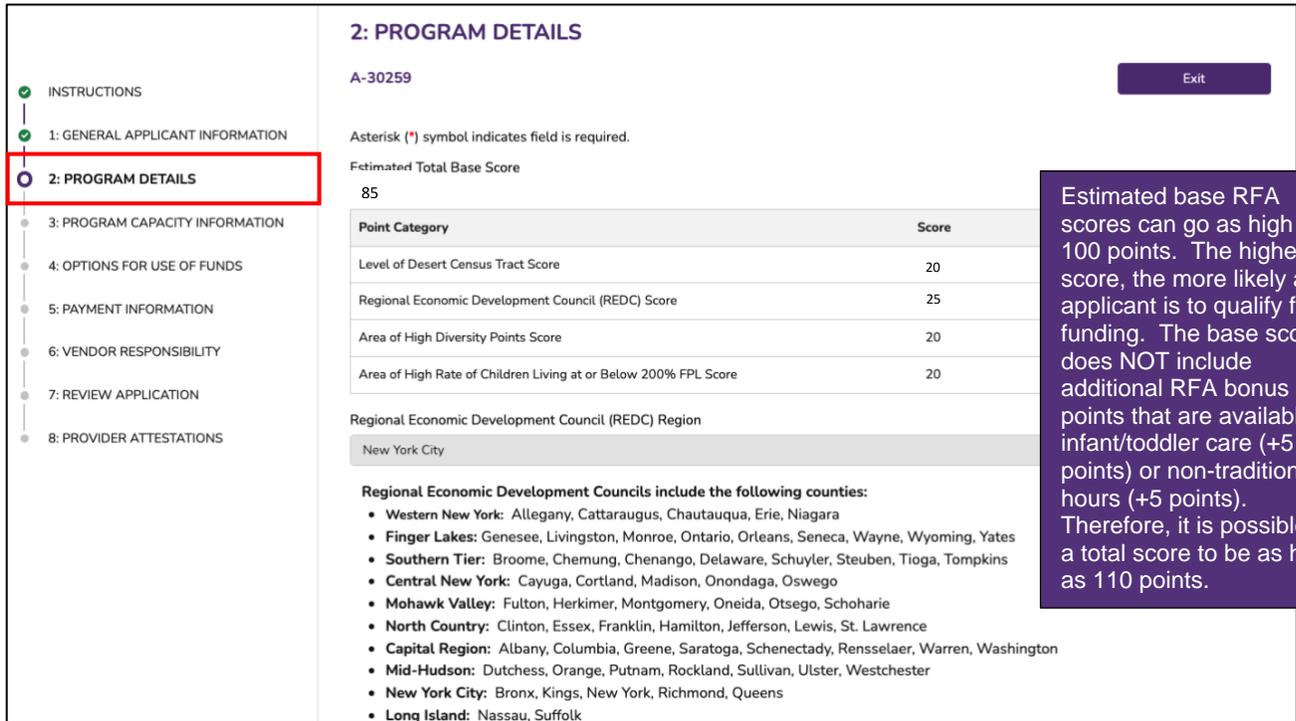
Step 2: Program Details

This user guide shows how to complete *Step 2: Program Details* in the *Invest in NY - Child Care Deserts Grant* application.

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Estimated Total Base Score

1. *Step 2: Program Details* will provide you with the estimated total base score for the application. The score is automatically calculated using the point categories and REDC where the applicant’s facility will be located.



Point Category	Score
Level of Desert Census Tract Score	20
Regional Economic Development Council (REDC) Score	25
Area of High Diversity Points Score	20
Area of High Rate of Children Living at or Below 200% FPL Score	20

Regional Economic Development Council (REDC) Region
New York City

Regional Economic Development Councils include the following counties:

- **Western New York:** Allegany, Cattaraugus, Chautauqua, Erie, Niagara
- **Finger Lakes:** Genesee, Livingston, Monroe, Ontario, Orleans, Seneca, Wayne, Wyoming, Yates
- **Southern Tier:** Broome, Chemung, Chenango, Delaware, Schuyler, Steuben, Tioga, Tompkins
- **Central New York:** Cayuga, Cortland, Madison, Onondaga, Oswego
- **Mohawk Valley:** Fulton, Herkimer, Montgomery, Oneida, Otsego, Schoharie
- **North Country:** Clinton, Essex, Franklin, Hamilton, Jefferson, Lewis, St. Lawrence
- **Capital Region:** Albany, Columbia, Greene, Saratoga, Schenectady, Rensselaer, Warren, Washington
- **Mid-Hudson:** Dutchess, Orange, Putnam, Rockland, Sullivan, Ulster, Westchester
- **New York City:** Bronx, Kings, New York, Richmond, Queens
- **Long Island:** Nassau, Suffolk

Funding and License Selections

1. **Scroll down** to the bottom of the page where three required selections for funding sources and licensing.



2. Programs receiving 100% of their funding from public sources are not eligible for this grant. **Select No** for the public funding question if you do not receive 100% of your funding from public sources.
3. Individuals or entities that have operated a program within the last 12 months are not eligible for this grant. **Select No** for the program license question if you have not held a license within the last 12 months.

* Does (or will) your program receive 100% of funding from public sources such as Head Start/Early Head Start or publicly funded Pre-K?

Yes

No

* Has your program held a license within the year preceding the issue date of this RFA or are you a current license holder and changing locations or legal entity but not, in fact, expanding your licensed capacity?

Yes

No

4. **Review the commitment to submitting license information within 60 days and Check the box** next to the “I agree that I will submit” statement if you agree.

Applicants granted pre-approval must meet the minimal threshold of information as defined OCFS/NYC policy <https://ocfs.ny.gov/main/contracts/funding/RFA1/RFA1-Att-2-Minimum-Requirements.docx> within 60 days from the date of the grant pre-approval letter, and be granted a license for a new program within 120 days from the date on the grant pre-approval letter date unless there are extenuating circumstances and the provider submits documentation demonstrating that the delay is out of the providers control for OCFS final determination. NYC DOHMH applicants who are not granted permit approval by 120 days must submit documentation demonstrating the delay is out of the providers control for NYC/OCFS final grant determination.

I agree that I will submit a minimal threshold of information with my application for licensure/registration to OCFS within 60 days of the grant pre-approval letter.

Minimum Qualifications, Certification and Signature

1. **Read the minimum qualifications certification statements.**
2. **Check the box** next to, “I understand and agree to the statements above and the guidelines for use of funds.”
3. **Type your Full Legal Name** into the provided field.
4. **Click the Save and Next** button.

Minimum Qualifications – Applicants must agree to the attestations to be considered for award.

- I certify that I will meet grant requirements for the duration of the time I am receiving grant payments.
- I am willing to accept families receiving child care subsidy as space permits. Providers will not be required to maintain families receiving subsidy throughout the duration of the grant if the families chose another provider.
- I certify that within the first six months of the award the program is required to develop a sustainability plan for after the award ends and will develop that plan in partnership with the local CCR&R, OCFS, or my Regional Economic Development Council (REDC) or other local and state stakeholders.
- I certify that my organization will participate in annual meetings for and/or regional awardee meetings for Invest in NY Child Care awardees.
- I certify that the organization will complete business development trainings within the first year of the award. OCFS and their CCR&R will assist with providing resources of available trainings. Business development trainings may charge a fee, which is an allowable expense for this award.
- I certify that my organization will work to coordinate the child care program with any relevant public school district implementing a Pre-K program, as applicable.
- I certify that my organization will collaborate with the local maternal, infant, and early childhood home visiting program and/or actively discuss how the home visiting program could provide professional development/coaching to the child care program.
- I certify that my organization will work to serve certain high-need populations, such as children experiencing homelessness and/or children in foster care, as appropriate.
- I certify that my organization agrees to the workplan deliverables and program requirements in the Request for Application Section 4.1, Desired Outcomes and Program Requirements.

I understand and agree to the statements above and the guidelines for use of funds.

Full Legal Name

Date