



Richland County Administrator's Office

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To: Public Notification – Grant Program

5-Oct-21

Subject: **RICHLAND COUNTY EARLY CHILDHOOD EDUCATION AND CHILD CARE PROVIDERS (ARPA) GRANT APPLICATION**

The American Rescue Plan Act (ARPA) was signed into law by President Biden on March 11, 2021. This new federal COVID-relief package includes direct funding to counties through the U.S. Treasury Department in order to improve the safety, health and opportunity for all within our communities, with a focus on those most harmed by COVID-19.

Richland County's Finance and Personnel Committee has approved an apportionment of up to \$335,099.90 in County ARPA funds for grants up to \$150,000 to local early childhood education centers (prospective education centers) and child care operations located in Richland County to assist the community with increased accessibility of care and increased safety of care in response to the COVID-19 pandemic. Grants will be awarded by a competitive application review and at the sole discretion of the County.

GRANT ELIGIBILITY

To qualify for a grant of up to \$150,000 an early childhood education center, or child care provider, must:

- Be physically located in Richland County.
- Be a State of Wisconsin regulated Early Childhood Education and Child Care Provider (by time of award)
- Be able to demonstrate with documentation and/or a developed business plan how costs incurred are related to enhancing safety and mitigation of the spread of contagion and/or how costs incurred will expanded services to the underserved populations of Richland County.

U.S. DEPARTMENT OF TREASURY GUIDANCE

The U.S. Treasury Department issued an Interim Final Rule on implementation of the American Rescue Plan's Coronavirus State and Local Fiscal Recovery Funds, which outlines a number of eligible uses of this federal funding, including the following:

Addressing Educational Disparities. "...school closures and the transition to remote education raised particular challenges for lower-income students, potentially exacerbating educational disparities, while increases in economic hardship among families could have long-lasting impacts on children's educational and economic prospects. Services under this prong would enhance educational supports to help mitigate impacts of the pandemic."

Promoting Healthy Childhood Environments. "Children's economic and family circumstances have a long-term impact on their future economic outcomes. Increases in economic hardship, material insecurity, and parental stress and behavioral health challenges all raise the risk of long-term harms to today's children due to the pandemic."

RICHLAND COUNTY INTENSIONS

In response to this Treasury Guidance and the needs of the community, Richland County intends to distribute grants to promote:

1. New, expanded, or enhanced early learning services, including pre-kindergarten, Head Start, or partnerships between pre-kindergarten programs and local education authorities, or administration of those services;
2. New or expanded high-quality childcare to provide safe and supportive care for children;

Richland County Early Childhood Education and Child Care (ARPA) Grants are designed to provide additional, flexible resources to Early Childhood Education Centers and Child Care providers to assist with their economic recovery from added safety, standup or expansion, with grant awards based on the proof of need for sustained or expanded services available to support the community through impacts of the continued COVID-19 pandemic.

If business expenses incurred for health and safety strategies were already covered/reimbursed by other federal, state, or local assistance, they are not eligible for grant funding through this program.

APPLICATION PROCESS

Early Childhood Education Centers and Child Care providers (as regulated through the Wisconsin Department of Children and Families) must complete and submit an application and all required documentation to be considered for grant funding.

Applications must include answers to all questions, required documentation, and a signature in order to be processed. Please print, sign and send completed applications to Cheryl Dull cheryl.dull@co.richland.wi.us or by mail to:

County Clerk / Administrator's Office
181 W. Seminary St.
Richland Center WI 53581

Applications will be reviewed by the County for completeness and processed on a first-come, first-served basis, with grant awards made until allocated funds are exhausted. Applicants who submit incomplete applications will receive one follow-up communication requesting any required information. If requested information is not provided within one business week, the application will not be processed. Applications may be denied for false or misleading information.

TIMELINE

Complete grant applications must be received by 12:00 p.m. on **Friday, October 29th, 2021** to be considered. All grant decisions and awards will be made by **December 14th, 2021** by County Board Resolution.

REQUIRED DOCUMENTATION

- Completed Application (Attached)
- Documentation of center or provider meeting all necessary State regulations
- Documented business plan of enhanced or expanded services, or documentation of expenses related to safety enhancement costs incurred since March, 2020 and/or future expenses.
- IRS Form W-9 (If providing Social Security Number, please mail application or e-mail in a secure manner)
- Signed and dated Self-Certification (Attached)

LIMITED TERM OF SUPPORT

Applicants should understand that while there is a possibility of future ARPA grants based on community need due to the economic impact of the pandemic, there is no guarantee. Any grant awards should be considered one-time funding. The County is not obligated to provide additional funding beyond this grant cycle.

PUBLIC RECORDS

All applicants should be aware that any correspondence or applications received by Richland County are considered public records and subject to public open records requests.

REPORTING OF EXPENDITURES

Grant recipients will be obligated to show proof of expenditures, and issue necessary reports in compliance with federal and state regulations, and county requests. All funds must be expended by December 31st, 2022.

Sincerely,

Clinton Langreck
County Administrator

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RICHLAND COUNTY EARLY CHILDHOOD EDUCATION AND CHILD CARE PROVIDERS (ARPA) GRANT

GRANT SELF-CERTIFICATION

THE APPLICANT UNDERSTANDS:

- 1.This application and other materials submitted to the County may constitute public records subject to disclosure under Wisconsin's Public Records Law.
- 2.Submitting false or misleading information in connection with an application may result in the applicant being found ineligible for financial assistance under the funding program, and the applicant or its representative may be required to repay the grant award or be subject to civil and/or criminal prosecution.
- 3.Receipt of federal funds through this grant process requires recipient to agree to all rules, regulations, and reporting associated with this federal program.

THE APPLICANT CERTIFIES TO THE BEST OF ITS KNOWLEDGE:

- 1.The information submitted to Richland County in this application, including required supporting documentation, is true and correct.
- 2.The applicant is in compliance with all applicable federal, state, and local laws, regulations, ordinances, and orders and must report any and all noncompliance with said laws that could have an adverse material impact on the business. Adverse material impact includes lawsuits, criminal or civil actions, bankruptcy proceedings, or regulatory action by a governmental entity.
- 3.The applicant has not received other federal, state, or local assistance for the same expenses as submitted in this application.
- 4.The applicant is current on all federal, state and local (i.e. property taxes) taxes.

Applicant Signature

Date

RICHLAND COUNTY EARLY CHILDHOOD EDUCATION AND CHILD CARE PROVIDERS (ARPA) GRANT

GRANT APPLICATION (Page one)

Applicant Information:

Name of Childhood Education Center or Child Care Provider:

Address:

Primary Contact Person:

Title:

Phone:

E-mail:

Federal Employee Identification Number (Attach IRS Form W-9 to Application):

DUNS Number:

NAICS Code (If unknown):

Date Established:

State of Organization (Per Articles of Incorporation/Organization): Employee Count
(including owner(s)):

Number of Full-time:

Number of Part-time:

2019 Annual Receipts/Revenue (Per 2019 Tax Return):

Website URL (If you have one):

Amount requested for “new, expanded, or enhanced early learning services,
including pre-kindergarten, Head Start, or partnerships between pre-kindergarten
programs and local education authorities, or administration of those services:

\$ _____
(please also provide itemized list of expenses)

**RICHLAND COUNTY EARLY CHILDHOOD EDUCATION AND
CHILD CARE PROVIDERS (ARPA) GRANT**

GRANT APPLICATION (Page Two)

Amount requested for new or expanded high-quality childcare to provide safe and supportive care for children:

\$ _____
(please also provide itemized list of expenses)

Is the primary owner and the business current on federal, state and local taxes?

Is the business currently registered with the WI Dept. of Financial Institutions? (Not applicable to Sole Proprietorships)

If awarded, briefly describe how grant funds will be used:

RICHLAND COUNTY EARLY CHILDHOOD EDUCATION AND CHILD CARE PROVIDERS (ARPA) GRANT

FREQUENTLY ASKED QUESTIONS

What is a DUNS Number?

A Data Universal Number System (DUNS) number is a unique nine-character number used to identify your organization. The federal government uses the DUNS number to track how federal money is allocated.

What if I don't know my businesses DUNS Number or I don't currently have one?

If your business does not yet have a DUNS number, or no one knows it, visit the Dun & Bradstreet (D&B) website at

<https://fedgov.dnb.com/webform/displayHomePage.do> or call 1-866-705-5711 to register or search for a DUNS number. Registering for a DUNS number is free of charge.

What is an NAICS Code?

The North American Industry Classification System (NAICS) is the standard used by Federal statistical agencies in classifying business establishments for the purpose of collecting, analyzing, and publishing statistical data related to the U.S. business economy.

What if I don't know my businesses NAICS Code?

Additional information can be located on the U.S. Census website at

<http://www.census.gov/naics/>.

If my business incurred more than \$5,000 of health and safety related expenses that were not covered by other federal, state, or local government assistance, will those be covered through this program?

Grants are currently authorized up to \$150,000 per center or provider. However, applicants are encouraged to provide receipts for all health and safety related expenses on this application not covered by other government assistance programs to help determine if additional funding is necessary to address this expense.

When will I know if I've received a grant through this program? Completed applications will be processed on a first-come, first-served basis, with awards made on a rolling schedule until grant funds are exhausted. Therefore, it is in each applicant's best interest to submit their completed application as soon as possible, prior to **12:00 p.m. Friday, October 29th, 2021**. All completed applications will be reviewed by **November 02nd, 2021**.

Who do I contact with other questions on this program/application process?

Questions may be directed to cheryl.dull@co.richland.wi.us