



**Child Care Resource Center**

2000 Main Street, Suite 100  
Wheeling, WV 26003  
Phone: 800-585-1603 Fax: 304-232-1604  
Serves: Hancock, Brooke, Ohio, Marshall, Tyler, and Wetzel

965 Hartman Run Road, Suite 1103  
Morgantown, WV 26505  
Phone: 304-292-7357 Fax: 304-292-7402  
Serves: Monongalia and Marion

## Health and Safety Grant Application for Subsidized Family Child Care Homes and Facilities

The CCR&R agency shall oversee distribution of grant funds to family child care providers and family child care facilities to assist them in meeting health and safety requirements and to reward them for completing the requirements to move up a tier on the tiered reimbursement system.

- 1) Priority for grant funds shall be given to providers who provide care to subsidized children.
- 2) Generally, grants awarded shall be limited to \$250 per family child care provider and \$500 for family child care facilities and shall be distributed based on child care policy using a process developed by the CCR&R agency that treats all applicants for funds equally.
- 3) CCR&R agencies shall utilize the Department's grant application form for quality tier incentive grant applications.
- 4) In exceptional situations, grants up to \$500 may be approved for family child care providers if both the Child Care Regulatory Specialist and the CCR&R agency agree that the grant is necessary to assist the provider in meeting registration requirements. Grant requests above \$500 must be approved first by a review committee and/or process that includes DHHR Child Care Specialists and CCR&R staff and then by the Division of Early Care and Education.
- 5) Grants will be determined by the state on an annual basis. The current grant amount for our service area is \$50,000.
- 6) Funds shall be used to assist registered family child care homes and family child care facilities to meet registration and licensing requirements such as health and safety needs (safety gates, carbon monoxide detectors, fire extinguishers, smoke detectors, fencing, lead paint assessments, etc.).
- 7) Funds shall also be used as a monetary reward for family child care homes, in the amount of \$250, and for family child care facilities, in the amount of \$500, for meeting higher tier requirements.
- 8) All applications should include language reflecting that grant funds are capped amounts and that grants will be awarded based on the availability of funds.
- 9) R&R agencies may opt to survey providers to determine equipment/material needs and purchase items for providers in bulk or offer grants to the provider to do so or do a mixture of both – purchase curriculum materials and give money to providers for health and safety needs.
- 10) Funds may only be used for curriculum materials and health and safety equipment specifically mentioned in the family childcare registration requirements or addendum or in the facility licensing requirements or addendum or as a reward for meeting the requirements of a higher tier.
- 11) Health and Safety items must be purchased within the current fiscal year to be eligible for reimbursement. Each fiscal year begins on July 1<sup>st</sup> and ends June 30<sup>th</sup>.

- 12) Providers may choose to purchase items in advance of submitting application, but funds may not be approved for all requested items.

**SECTION 1:**

Provider Name: \_\_\_\_\_

Provider Type: (Please check one) \_\_\_\_\_ Family child Care Home \_\_\_\_\_ Family Child Care Facility

Address: \_\_\_\_\_ City: \_\_\_\_\_

County: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone: \_\_\_\_\_

Number of children currently in your care: \_\_\_\_\_

**SECTION 2:**

**Please list the items that you wish to purchase and the necessary information below.**

ITEMS AND/OR MATERIALS NEEDED	COST	VERIFICATION ENCLOSED?	Part of Corrective Action Plan?

Amount of Grant Requested: \$ \_\_\_\_\_

**Deadline for grants is June 1<sup>st</sup>. All grant applications received after June 1, 2020 will be returned to provider.**

Please explain how the items you have requested will benefit and improve the quality or safety of the child care you are providing:

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### Acknowledgement

**Please read and initial the following statements. Failure to do so will be an automatic denial of the request.**

- \_\_\_\_\_ The information that I have provided is correct to the best of my knowledge.
- \_\_\_\_\_ I understand that the grants are awarded based on the availability of funds.
- \_\_\_\_\_ I understand that the money awarded from this grant may only be used to purchase the approved items listed.
- \_\_\_\_\_ I understand that all items purchased must be used to meet WV DHHR Health, Safety and Program Requirements including curriculum materials used to promote the healthy growth and development of children in my care.
- \_\_\_\_\_ I understand that I may not purchase items until I receive approval from CCRC.

**Applicant's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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**\*\*\*FOR OFFICE USE ONLY\*\*\***

_____	_____	_____	_____
<b>CCRC Representative</b>	<b>Date</b>	<b>Approved</b>	<b>Denied</b>
_____	_____		
<b>Date Invoice sent for processing</b>	<b>Date check sent to provider</b>		

Revised 02/01/2020

The Child Care Resource Center sponsored by Catholic Charities WV is a separate entity from the West Virginia Department of Health and Human Resources (Department). The Department has no control over the daily operations of the Child Care Resource Center, nor is it liable for the actions of the Child Care Resource Center. This program is being presented with financial assistance as a grant from the West Virginia Department of Health and Human Resources.