



**NJEDA**

ECONOMIC DEVELOPMENT AUTHORITY



**New Jersey Child Care Facilities  
Improvement Program—Phase 2**

Family Child Care Homes

Program Overview

# AGENDA

1 | Housekeeping and Reminders

2 | Background

3 | Applicant Eligibility

4 | Eligible Purchases

5 | Phase 2 Process

6 | Applicant Planning Resources



# **PART 1**

# **HOUSEKEEPING AND REMINDERS**

We will be using the Q&A feature to take all your questions



Open (2)

Answered (1)

Dismissed

**Anonymous Attendee** 11:26 AM

How can I schedule a meeting?

Answer live

Type answer

## In addition to today's webinar, there are many ways to ask questions and learn more:

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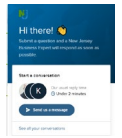
 Visit <https://www.njeda.com/child-care-improvement-program-phase-2/> which has resources including an application checklist and an FAQ that will be regularly updated

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 Email NJEDA at [CustomerCare@njeda.com](mailto:CustomerCare@njeda.com)

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 Call NJEDA at (844) 965-1125



Use NJEDA's Customer Care Chat at [www.njeda.com](http://www.njeda.com)

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 This PowerPoint presentation will be posted on our website at <https://www.njeda.com/child-care-improvement-program-phase-2/>

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 A recording of the webinar will be posted at <https://www.njeda.com/child-care-improvement-program-phase-2/>

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# Resources available to you

We have prepared a number of planning resources and materials, which are all posted on our website. Please visit <https://www.njeda.com/child-care-improvement-program-phase-2/> to see all of these resources.

## CHILD CARE FACILITIES IMPROVEMENT PROGRAM PHASE 2

**The application for this program is expected to launch later this year. Please check back here for more details.**

The NJ Child Care Facilities Improvement Program – Phase 2 is a pilot grant of \$5 million to support New Jersey Registered Family Child Care homes (FCCs) with the purchase of furniture, fixtures, and equipment (FFE) that will contribute to Health, Safety and Accessibility and/or High Quality Learning Environments.

Family Child Care Homes (FCCs) are an essential component of the state’s child care mixed delivery system and help to meet the varied needs of New Jersey’s diverse population. FCCs are in the same neighborhoods where families live, provide culturally and linguistically appropriate care, flexible hours and often offer non-traditional hours. Investing in the quality of FCC facilities is essential to ensure that all families have access to these positive effects of quality child care. NJEDA aims to provide FCCs with support that promotes long-term stability and ensures that the child care environment that they provide is safe, healthy, accessible, and conducive to high-quality early learning.

**An FCC will need to be a NJ registered business before a grant can be approved. More information about becoming a registered business is available [here](#).**

- AMOUNT**  
Grants between \$10,000 and \$20,000
- BENEFITS**  
Grants may be used to purchase furniture, fixtures, and equipment within the eligible categories of 1) Health, Safety and Accessibility and 2) High Quality Learning Environment
- ELIGIBILITY**  
Applicants must be registered with the NJ Department of Children and Families through their local Child Care Resource & Referral Agency

### PROGRAM GUIDE

- Program Details
- Eligibility
- Award Size
- Fees

### BOARD MEMORANDUM AND SPECIFICATIONS

### CHILD CARE FACILITIES IMPROVEMENT PROGRAM PHASE 1

### FREQUENTLY ASKED QUESTIONS

- [English](#)
- [Spanish](#)

### APPLICATION CHECKLIST

**Frequently Asked Questions:**  
Contains answers to questions you may have about the program, application, etc. **This resource will be updated regularly.**

**Application Checklist:**  
This is a list of all documents required for the application. We recommend gathering these documents and saving them on your computer before you apply.

**Coming Soon:**  
This webinar will be recorded and posted on our website along with the presentation. This webinar will also be held in Spanish on April 17 at 6:00 pm.

# Key Eligibility Criteria



Must be a Family Child Care home registered with the Department of Children and Families (DCF)



Must care for children at least 6 hours a day, 5 days a week, and 10 months a year



Must currently enroll, or have enrolled in the last 12 months, at least 1 child receiving assistance from Child Care Assistance Program (CCAP)

Additional eligibility criteria will be covered later in this presentation.



# **PART 2**

# **BACKGROUND**



# About NJEDA

The New Jersey Economic Development Authority (NJEDA) serves as the State's principal agency for driving economic growth.

The NJEDA is committed to making New Jersey a national model for **inclusive and sustainable economic development** by focusing on key strategies to help build **strong and dynamic communities, create good jobs for New Jersey residents, and provide pathways to a stronger and fairer economy**. Through partnerships with a diverse range of stakeholders, the NJEDA creates and implements initiatives to **enhance the economic vitality and quality of life** in the State and **strengthen New Jersey's long-term economic competitiveness**.



HELPING TO BUILD A  
**STRONGER AND FAIRER**  
NEW JERSEY ECONOMY

# NJEDA's programs are one piece of the Murphy Administration's efforts to strengthen New Jersey's child care sector.

## DHS Thriving By Three Grants

Thriving By Three aims to strengthen and increase high-quality child care for infants and toddlers.

Applications for Thriving By Three have closed.

## Pre-K Expansion


Mixed-delivery means Pre-K seats will be expanded in K-12 schools as well as in child care centers.

## NJEDA Facilities Improvement Grants (Phases 1 & 2)

NJEDA's grants aim to support child care providers as small businesses, and to improve the healthy, safety, and quality of early childhood environments.

Phase 1 applications for child care centers have closed.

Registered FCCs will be able to apply for Phase 2 starting **early summer 2024**.



# **PART 3**

# **APPLICANT ELIGIBILITY**

# What is the New Jersey Child Care Facilities Improvement Program – Phase 2?

- ▶ The Child Care Facilities Improvement Program – Phase 2 is funded by **\$5 million in state funds** allocated to NJEDA's Child Care Facilities Fund by Governor Murphy and the Legislature.
- ▶ The program provides grants to New Jersey child care providers for facilities improvements that will contribute to **high quality early childhood learning environments**. Phase 2 is limited to **registered family child care homes (FCCs)**.
- ▶ Grants of **\$10,000 - \$20,000** will be made for prospective (future) costs for facility improvement projects.
- ▶ 40% of funds will be **set aside for applicants located in Opportunity Zone eligible census tracts**.
- ▶ There is **no cost or fee to apply** for this application, and the **grant funds do not need to be repaid**.



# Phase 2 Applicant Eligibility



- ✓ Family child care home **registered with DCF**
- ✓ Offers care at least 6 hours a day, 5 days a week, 10 months a year
- ✓ Must currently enroll, or have enrolled at in 12 months prior to application, **at least 1 child** receiving assistance through **DHS Child Care Assistance Program**
- ✓ Commit to maintain FCC registration for **2 years**
- ✓ Be in good standing with NJ State agencies
  - ✓ Labor and Workforce Development
  - ✓ Environmental Protection
  - ✓ Treasury (Division of Taxation)
- ✓ Limited to **1 application per FCC**



- ✗ **Unregistered** FCCs
- ✗ Licensed child care centers
- ✗ Part-time care providers
- ✗ **Eligible** to enroll children in Child Care Assistance Program but no children enrolled
- ✗ Employees of the State of NJ
- ✗ Has applied for or received a cannabis-related license

# What is the Child Care Assistance Program?

Under contract to the NJ Department of Human Services, Division of Family Development, the Child Care Resource & Referral agencies (CCR&Rs), administer the Child Care Assistance Program (CCAP) which helps income-eligible parents who are in school or working to pay for child care.

The CCAP program can also be referred to as New Jersey Cares for Kids (NJCK).

## New Jersey's CCR&Rs are:

- Bergen County Office for Children
- Burlington County CAP
- Camden County Department of Children's Services
- Child Care Connection
- Child Care Resources
- Child & Family Resources
- The Children's Home Society of NJ
- Community Child Care Solutions, Inc.
- Community Coordinated Child Care of Union County
- NORWESCAP Child & Family Res. Serv.
- Programs for Parents, Inc.
- Rutgers Southern Regional CCR&R
- Urban League of Hudson County
- 4CS of Passaic County, Inc

# What is Grow NJ Kids (GNJK)?

## NJ's Quality Rating and Improvement System (QRIS)

Participation Benefits

Professionalization  
of ECE

Quality  
Improvement  
Initiatives

Financial  
supports

No cost  
Professional  
Development

Marketing to  
families

Uplifting the  
sector

# More information on Grow NJ Kids (GNJK)

## CHILD CARE FACILITIES IMPROVEMENT PROGRAM PHASE 2

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Family Child Care Homes (FCCs) are an essential component of the state's child care mixed delivery system and help to meet the varied needs of New Jersey's diverse population. FCCs are in the same neighborhoods where families live, provide culturally and linguistically appropriate care, flexible hours and often offer non-traditional hours. Investing in the quality of FCC facilities is essential to ensure that all families have access to these positive effects of quality child care. NJEDA aims to provide FCCs with support that promotes long-term stability and ensures that the child care environment that they provide is safe, healthy, accessible, and conducive to high-quality early learning.

An FCC will need to be a NJ registered business before a grant can be approved.  
More information about becoming a registered business is available [here](#).



### AMOUNT

Grants between \$10,000 and \$20,000



### BENEFITS

Grants may be used to purchase furniture, fixtures, and equipment within the eligible categories of 1) Health, Safety and Accessibility and 2) High Quality Learning Environment



### ELIGIBILITY

Applicants must be registered with the NJ Department of Children and Families through their local Child Care Resource & Referral Agency

Prior to approval, applicants must be registered to do business in NJ and must

### PROGRAM GUIDE

- Program Details
- Eligibility
- Award Size
- Fees

### BOARD MEMORANDUM AND SPECIFICATIONS



### CHILD CARE FACILITIES IMPROVEMENT PROGRAM PHASE 1



### FREQUENTLY ASKED QUESTIONS +

### APPLICATION CHECKLIST +

### GROW NJ KIDS RESOURCES

- [Technical Assistance Protocol/Guideline](#)
- [Family Childcare Technical Assistance Protocol](#)
- [Infographic](#)

[www.grownjkids.gov](http://www.grownjkids.gov)

[Info@grownjkids.gov](mailto:Info@grownjkids.gov)



# Registered NJ Business Requirements

- Tax Clearance Certificate and business formation documents are **required before approval**
- To receive a Tax Clearance Certificate (TCC), your FCC will need to be **registered as a business** and have a **New Jersey Tax ID number**
- The process can take multiple weeks, from initially registering your business to receiving your tax clearance certificate, so we encourage you to **start now to help your application be approved faster**
- **Additional webinars** will cover this process in detail

State of New Jersey  
DEPARTMENT OF THE TREASURY  
DIVISION OF TAXATION  
P. O. Box 372  
TRENTON, NEW JERSEY 08646-0372

PHILIP D. MURPHY  
Governor

SHEILA Y. OLIVER  
Lt. Governor

ELIZABETH MAHER MUOIO  
State Treasurer

JOHN J. FICARA  
Acting Director

09/29/2021

Attn: [REDACTED]


**BUSINESS ASSISTANCE OR INCENTIVE  
CLEARANCE CERTIFICATE**

Agency : New Jersey Economic Development Authority  
Applicant ID #: [REDACTED]

The Director of the Division of Taxation, in accordance with Chapter 101, Laws of N.J. 2007, has reviewed the records of the above Applicant for Business Assistance or Incentive from the above referenced agency. This review shows that the Applicant is in compliance with this act.

This certificate indicates the Division of Taxation has no objections to the issuance of said Assistance or Incentive. This certificate does not constitute a waiver of authority to demand resolution of any other deficiencies and delinquencies and shall not prevent further audit or the assessment of additional taxes, penalties, interest or fees as may be provided by law.

This certificate is valid for 180 days from the date of issuance.

  
John J. Ficara  
Acting Director



# **PART 4**

# **ELIGIBLE PURCHASES**

## What is Furniture, Fixtures, or Equipment (FFE)?

- ✓ Items that, if removed, won't damage the permanent structure and fixtures of a building.
- ✓ Must be used for business purposes.
- ✓ Must have a lifespan of three years or more.

| Examples of Common FFE   | Examples of Items Not Considered FFE  |
|--|---|
| <ul style="list-style-type: none"><li>• Chairs</li><li>• Desks</li><li>• Tables</li><li>• Partitions</li><li>• Furniture (anchoring furniture for safety purposes is allowable)</li><li>• Electronic equipment</li></ul> | <ul style="list-style-type: none"><li>• Consumable products (paper, crayons, sand, paint, etc.)</li><li>• Windows</li><li>• Doors</li><li>• Floors and tiles</li><li>• Wallcoverings</li><li>• Plumbing fixtures</li><li>• Built-in furniture, such as cabinets</li></ul> |

# Phase 2 FFE Purchase Requirements

- ✓ Total cost must be between **\$10,000 - \$20,000**
- ✓ **Prospective** costs only. Purchases must be made after your grant agreement is signed
- ✓ Must be for the space in the home that is used for child care purposes
- ✓ Item(s) must support:
  - ✓ **Health, safety, and accessibility** and/or
  - ✓ **Quality of child care environment**

# Phase 2 FFE Eligible Uses – Examples

| Health, Safety, and Accessibility   | Quality of Child Care Environment  |
|---|--|
| <ul style="list-style-type: none"><li>• Smoke detectors, fire extinguishers</li><li>• Child-proofing mechanisms</li><li>• Safety barriers for stairs</li><li>• Replacing broken/hazardous furniture, fixtures, or equipment</li><li>• Replacing appliances used in food storage, food preparation, or laundry for child care (depending on cost/installation)</li></ul> | <ul style="list-style-type: none"><li>• Child-friendly furniture</li><li>• Diaper-changing units</li><li>• Sleeping cots/cribs</li><li>• Low shelving for play area</li><li>• Rugs</li><li>• Classroom materials</li><li>• Playground equipment (depending on cost/installation)</li></ul> |

Applicants may propose other uses that fall into these eligible use categories, subject to NJEDA review and approval.

# Ineligible FFE Purchases

- × Total cost is less than \$10,000 or more than \$20,000
- × Purchases made before signing grant agreement
- × Items that are not for the care of children
- × **Consumable** items (e.g. craft supplies) or items with a **life span of less than 3 years**
- × **Repairs, renovations, or construction**

If an ineligible item is included in a quote, you will be asked to submit a new quote without that item.

# Ineligible FFE Purchases - Installation

- × Items that would be **installed by or require work by a construction professional or trade worker** (carpenter, contractor, plumber, electrician, painter, etc.) **AND**
- × Cost of the item + cost of installation  $\geq$  \$2,000

| Eligible Regardless of Cost  | Eligible If Cost Stays <\$2,000   | Not Eligible Because Cost $\geq$ \$2,000   |
|--|---|--|
| ✓ A new appliance that can just be moved into place and plugged in | \$ A new appliance (\$1,000) that will require electrical work (\$600) to move an outlet = <b>\$1,600</b>             | × A new appliance (\$1,300) that will require electrical work (\$800) to move an outlet = <b>\$2,100</b>               |
| ✓ An outdoor playset that can just be placed on the ground         | \$ An outdoor playset (\$1,500) that will require leveling the ground and/or pouring concrete (\$250)= <b>\$1,750</b> | × An outdoor playset (\$1,500) that will require leveling the ground and/or pouring concrete (\$800)= <b>\$2,300</b>   |
| ✓ A bookcase that the grantee will assemble and anchor to the wall | \$ A purchased bookcase (\$1,000) that will be built and anchored to the wall by a carpenter (\$800) = <b>\$1,800</b> | × A purchased bookcase (\$1,000) that will be built and anchored to the wall by a carpenter (\$1,000) = <b>\$2,000</b> |

**CAUTION:** If the actual cost goes **over \$2,000**, this will be ineligible, and the **provider will be responsible for the full cost.**

# FFE Quote Requirements

You will be required to submit quotes with your application of the items you would like to purchase.





- **Do not purchase any items before signing your grant agreement!**
- Your grant amount will be based on the quotes you submit and **NJEDA cannot increase your grant amount after approval. Please ensure that your quotes include all costs, including taxes, shipping/delivery fees, etc.**
- Please ensure that your **quotes are itemized and that they list each item clearly.** The quotes should include enough detail so that our reviewers can understand what you would like to purchase.



# This quote would be accepted

## Shopping Cart

| Product  | Quantity | Price                           | Subtotal                           |
|--|----------|---------------------------------|------------------------------------|
|  <p><b>Becker's Outdoor Kitchen Package</b><br/>Item # BSS151116<br/>Ships via UPS</p>                        | 1        | <del>\$943.99</del><br>\$755.19 | \$755.19<br>Savings:<br>\$188.80   |
|  <p><b>Outdoor Paint Wall</b><br/>Item # B10123<br/>Ships via UPS</p>   | 2        | <del>\$599.99</del><br>\$479.99 | \$959.98<br>Savings:<br>\$120.00   |
|  <p><b>Outdoor Balancing Sound Bar</b><br/>Item # B40310<br/>Ships via UPS</p>                                | 1        | <del>\$259.99</del><br>\$207.99 | \$207.99<br>Savings:<br>\$52.00    |
|  <p><b>Outdoor Balance Boards</b><br/>Item # B30322<br/>Ships via UPS</p>                                     | 2        | <del>\$332.99</del><br>\$266.39 | \$532.78<br>Savings:<br>\$66.60    |
|  <p><b>Outdoor Sorting Table &amp; Boxes Set</b><br/>Item # B40249K<br/>Ships via Truck</p>                  | 1        | <del>\$499.99</del><br>\$399.99 | \$399.99<br>Savings:<br>\$100.00   |
|  <p><b>Outdoor Hollow Blocks, 24 Pieces</b><br/>Item # B40311<br/>Quantity: 24 Pieces<br/>Ships via UPS</p> | 1        | <del>\$499.99</del><br>\$391.10 | \$391.10<br>Savings:<br>\$97.78    |
|  <p><b>Wood Table &amp; Benches</b><br/>Item # B40141K<br/>Ships via UPS</p>                                | 5        | <del>\$569.99</del><br>\$455.99 | \$2,279.95<br>Savings:<br>\$114.00 |

|   |   |                                 |                                  |
|---|---|---------------------------------|----------------------------------|
|  <p><b>Becker's Outdoor Weaving Frame</b><br/>Item # B40250<br/>Ships via UPS</p>        | 1 | <del>\$221.99</del><br>\$177.59 | \$177.59<br>Savings:<br>\$44.40  |
|  <p><b>Outdoor Water Runway with Pump</b><br/>Item # B3088<br/>Ships via UPS</p>         | 1 | <del>\$329.99</del><br>\$263.99 | \$263.99<br>Savings:<br>\$66.00  |
|  <p><b>Mobile Outdoor Sandbox</b><br/>Item # B40181<br/>Ships via UPS</p>                | 1 | <del>\$649.99</del><br>\$519.99 | \$519.99<br>Savings:<br>\$130.00 |
|  <p><b>Adjustable Multi-Ring Basketball Stand</b><br/>Item # 38454<br/>Ships via UPS</p> | 1 | <del>\$299.99</del><br>\$239.99 | \$239.99<br>Savings:<br>\$60.00  |

Order subtotal (including discounts): \$7,640.52

UPDATE CART

SAVE CART

### Order Summary

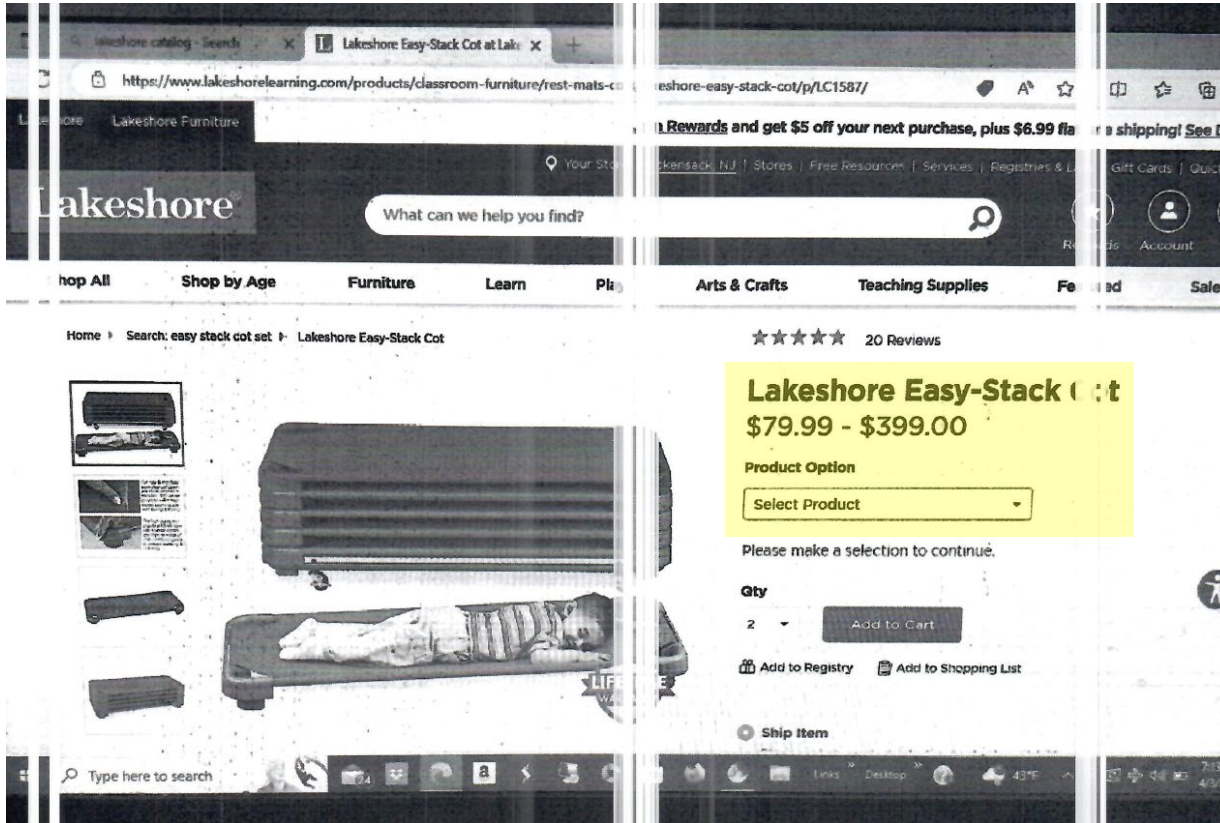
Order subtotal: \$9,550.70  
 Discounts applied: - \$1,910.18  
 Shipping: \$1,528.10  
 Tax: \$607.44  
 Estimated Total: \$9,776.06

CHECKOUT

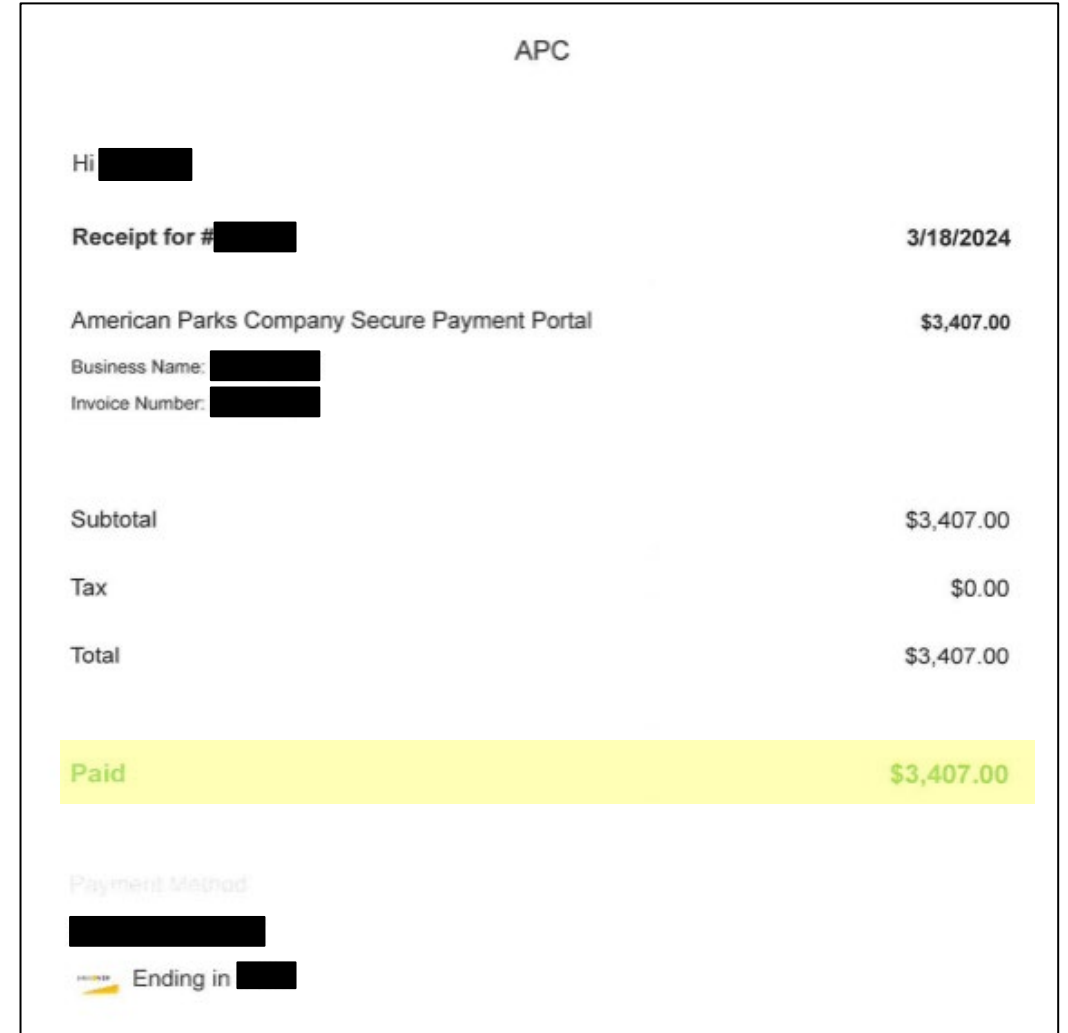
SAVE CART

# These would not be accepted

This photo of an online listing for an item does not specify the item price. It also does not include the cost of tax and shipping.



This is a receipt showing the applicant already paid for the item. It also does not list each item separately.





# **PART 5**

# **PHASE 2 PROCESS**





# Before You Apply

We encourage you to gather these documents for your application **as soon as possible**, to help your application move more quickly through the review process.

When you apply, you will need to provide:


-  FCC Registration Certificate
-  Quotes for eligible furniture, fixtures, and equipment

Before your application can be approved, you will need to provide:

-  Business formation documents (sole proprietorship, LLC, corporation, nonprofit, etc.)
-  NJ Employer Identification Number (EIN)
-  Business Registration Certificate
-  Tax Clearance Certificate

# During Application Review

NJEDA staff will review applications for completeness and **request missing information.**



**The quicker you respond to emails from your NJEDA Grant Processor with the needed updates and documents, the quicker we can move your application onto the next step** in the review process. If you are asked to submit multiple documents, please send them together whenever possible.

**If you do not respond within 10 days, we will consider your application incomplete and will withdraw it.**

# Approval & Agreement Process

Once we have confirmed that an applicant is eligible and has submitted all required documents, we will send an approval letter via email.



You will have 7 days to either **accept or decline the grant by electronically signing the approval letter.**



After you accept the grant, our Closing Services team will send you a grant agreement via email. You will need to **electronically sign the grant agreement.** At this time, you will also need to **provide your bank account** information to receive the initial disbursement.

NJEDA will also sign the agreement, and then the **initial disbursement of 50% of your grant amount** will be sent to your bank account.

# After You Sign Your Grant Agreement



You will have **3 months from the time we disburse funding** to submit receipts for eligible FFE. The receipts you submit **must add up to at least 50% of your grant amount**, to show that you have spent your whole first disbursement.

NJEDA staff will review the first set of receipts you submit and request more information if needed. **When your receipts are approved, the remainder of your grant will be sent to your bank account.**

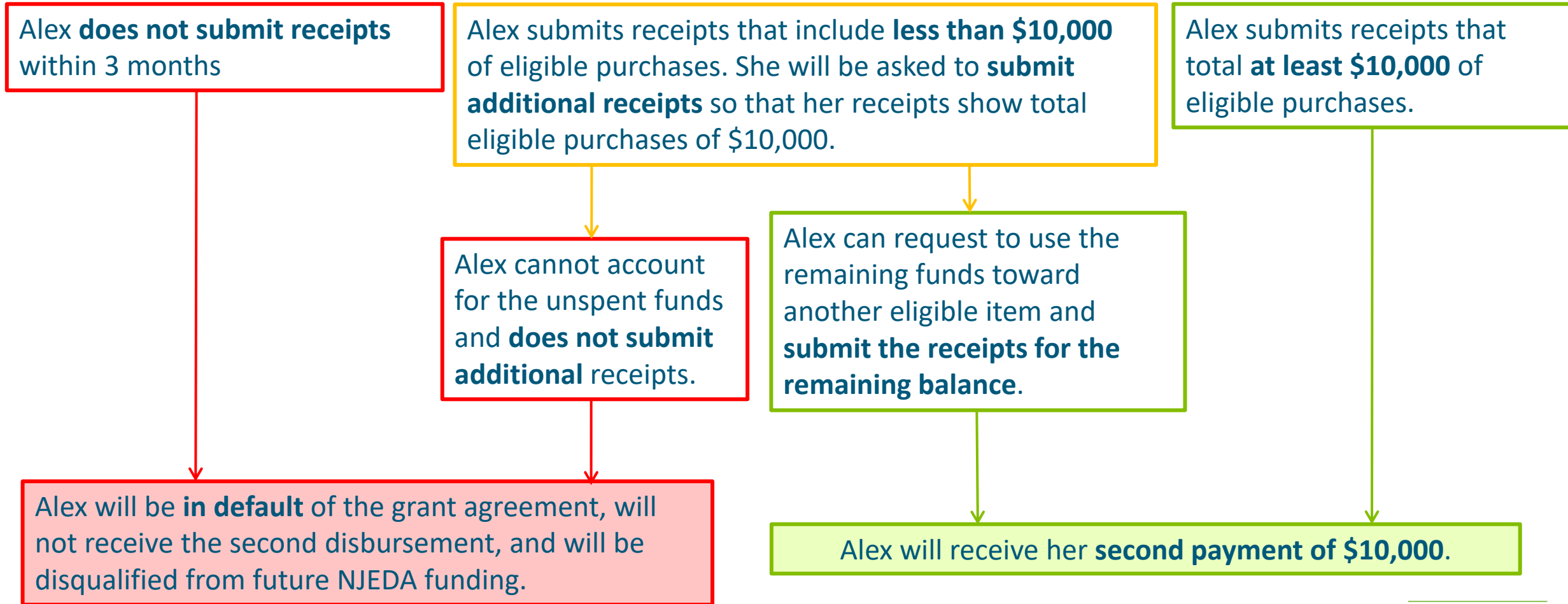


You will have **another 3 months from the time we disburse funds to submit receipts** for eligible FFE. The receipts you submit must add up to the remainder of your grant amount.

Once you are approved, **we will offer additional resources** on how to submit receipts.

# Disbursement Scenarios

Example: Alex's Angels is approved for a **\$20,000 grant**. She receives the first **\$10,000**.





# Additional Compliance Requirements



Enroll in Grow NJ Kids within **1 year** of signing the grant agreement



Remain a registered FCC for **2 years** after signing the grant agreement

If you do not meet these requirements, you may have to pay back a portion of your grant.



# **PART 6**

# **APPLICANT PLANNING RESOURCES**

# Frequently Asked Questions (FAQ)



## New Jersey Child Care Facilities Improvement Program—Phase 2

### Frequently Asked Questions (FAQ)

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Created 3.04.2024

Located on the NJEDA website at <https://www.njeda.gov/wp-content/uploads/2024/03/Phase-2-FAQ-v1English.pdf>

This will be updated following these webinars and regularly moving forward.

#### 12. Can I still apply if my facility is not in an Opportunity Zone (OZ)?

Yes. While NJEDA is setting aside 40% of funding in Phase 1 for eligible child care providers located in OZ eligible census tracts, but providers are not required to be in an OZ eligible tract to receive funding through this grant. Please note that the OZ eligibility is based on the location of the facility, not the residence of the children served. If you are not located in an OZ, but serve children who reside in an OZ, you would not be eligible for the 40% set aside of funding for providers in OZs. But you would still be eligible for the broader program.

Created 3.04.2024

Check the footer for the date of the last update

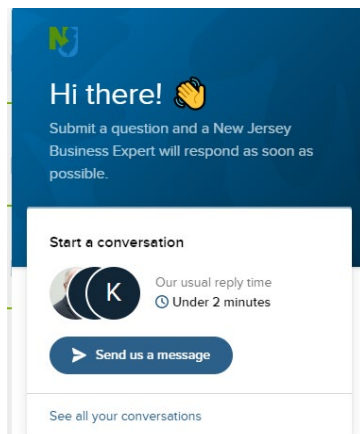
# Questions following the webinar



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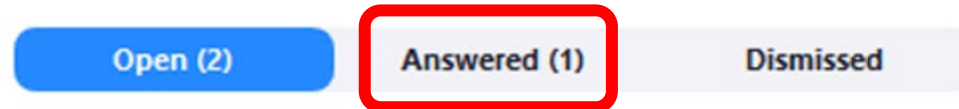
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NJEDA Customer Care Chat

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# Q&A



**Anonymous Attendee** 11:26 AM

How can I schedule a meeting?



**THANK YOU**