



# Oregon

Kate Brown, Governor

Early Learning Division  
Office of Child Care



## Emergency Child Care Grant Program Additional November Emergency Child Care Grant Funding (ECC3) Frequently Asked Questions

### **Q: Am I qualified to receive this funding?**

Grant Agreements for this phase are only being delivered to providers who are identified to be:

- Open and operating under an Emergency Child Care Facility (ECCF) license, *and*
  - Agree to remain open and serving children through December 30, 2020, *and*
  - Commit to adhering to [health and safety guidelines](#), *and*
  - Have not been awarded funds in Phase 1 or Phase 2 of the ECC Grant Program.
- OR**
- Open family, friends, and neighbor provider as determined by Oregon Department of Health and Human Services (ODHS).

### **Q: Do I need to apply to receive this grant funding?**

There is no application process for this round of grant funding. A DocuSign agreement will be automatically sent to all eligible providers. You will need to submit a completed DocuSign grant agreement and other required documentation in order to receive grant funding.

### **Q: What documentation is required to accept these grant funds?**

Eligible providers will need to submit a grant agreement, accompanied by a valid DUNS number and a W-9 form with accurate IRS information.

### **Q: How do I register for a DUNS number?**

For more information specific to DUNS numbers, please see our [DUNS Number Guide](#). This registration process can take 3-5 business days.

**Q: How long do I have to sign and submit my grant agreement and documentation?**

Providers have until November 30, 2020 by 5 PM to submit a grant agreement and all required documentation.

**Q: How will I receive my grant agreement?**

Eligible child care providers will receive their grant agreement by DocuSign email no later than end of business day on November 2, 2020. Grant agreements will be sent to the email address that is on file with the Office of Child Care.

**Q: Where can I find my awarded grant amount?**

Grant dollar amounts will be found in the grant agreement.

**Q: How will these funds be distributed?**

The Early Learning Division (ELD) aims to send out funds within 10 business days following a completed grant agreement. Grant funds will be sent in one lump sum by mailed check to the address listed on the required W-9 inform, unless an electronic payment method is already established with ELD.

**Q: I meet the criteria to receive this grant funding, but have not received a grant agreement in my email. Can I request to have an agreement sent to me?**

If you have carefully reviewed the eligibility requirements for this round of funding and believe that you qualify, but have not received a grant agreement, please email [ECCGrants@ode.state.or.us](mailto:ECCGrants@ode.state.or.us) or call 971-707-2029.

**Q: I received partial funding in Phase 1/Phase 2 of Emergency Child Care (ECC) grants, will I qualify to receive this round of funding?**

No. If you accepted an award of any amount under Phase 1/Phase 2 of ECC, you will not qualify for this round of funding.

**Q: I applied and was approved to receive a grant award in Phase 1/Phase 2 of ECC Grants, but I did not complete my grant agreement or accept any award funds. Am I eligible for this grant?**

Yes, you may still be eligible. If you did not accept any award funds in Phase 1/Phase 2 and you meet all other criteria, you will still qualify for this round of funding.

**Q: I was approved for funding under a different license type in Phase 1/Phase 2, am I eligible to receive this funding under a new license type?**

Supplemental/Opportunity Zone funds will be allocated based on the license type at the time of original application.

**Q: Are these funds taxable?**

Funds may be subject to tax. Please consult your tax authority.

**Q: What can these grant funds be used for?**

Grant funds may be used for allowable costs such as paying for a lease/mortgage, utilities, insurance, food and supplies, staff compensation and benefits, and other reasonable operating costs incurred during the grant period.

**Q: I have a pre-scheduled closure during the grant period. Will this disqualify me from receiving the grant?**

Limited, temporary closures to meet routine business needs and due to illness are permitted within the grant period. Grantee must disclose the reason and duration of any temporary closure.

**Additional Questions?**

Please direct all questions to [ECCgrants@state.or.us](mailto:ECCgrants@state.or.us) or 971-707-2029 (8 a.m. to 5 p.m. Monday through Friday). Frequently Asked Questions will be updated on the Early Learning Divisions [COVID-19 webpage](#).