



Oregon

Kate Brown, Governor

Early Learning Division
Office of Child Care



Emergency Child Care Grant Program Bridge Funding (ECC5) Frequently Asked Questions

Q: Who is eligible to receive this funding?

To be eligible, child care providers must meet the following criteria:

- Registered Family, Certified Family, Certified Center, Recorded Programs (School-Age and Preschool) or Recorded Program operating as a Temporary Unlicensed ECCF, *and*
- Approved as an ECC facility, *and*
- Currently providing in-person child care, *and*
- Listed with [211info](#) and open for referrals, *and*
- Less than 100% of enrolled children/slots are funded from state or federal sources, *and*
- Agree to remain open to provide in-person child care through the end of September 2021.

Q: Am I qualified to receive this funding if I am an approved Emergency Child Care Facility (ECCF) recorded program operating full time?

Yes, an active ECCF recorded program, operating full time as a temporary unlicensed ECCF, will be eligible for an award at the recorded program rate. Estimated award amounts are posted by provider type [on the ELD website](#).

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

In order to receive funds, eligible child care providers must complete an application through [SMApply](#). A link to the application is available on the ELD [COVID-19 "Grants" webpage](#). The application must be submitted no later than June 8, 2021, 5:00 pm (PST).

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

Providers have until Thursday, July 8, 2021 by 5 p.m. (PST) to submit a grant agreement and all required documentation.

Q: How do I know if I am listed with 211info?

To find out if you are listed with 211info, click here <https://stage.worklivesystems.com/parent/34> and then use the Guest Login to search the directory of listed providers. You can also call your local Child Care Resource & Referral (CCR&R) to see if you are listed with 211info. For CCR&R locations and contact information sorted by county, visit <http://triwou.org/projects/ccccrr>.

Q: How do I become listed with 211info?

Contact your local CCR&R for help with 211info registration. For CCR&R locations and contact information sorted by county visit <http://triwou.org/projects/ccccrr>.

Q: How will public funding impact this grant agreement?

Child care providers who receive state or federal funding for enrolled children/slots will receive a reduced award proportional to the ratio of public funding received. For example, a child care facility with 10 children enrolled, five of which are publicly funded, will receive a reduction of 50%

to its award. All eligible applicants subject to the public funding reduction will receive an award of no less than 25 percent of the [estimated maximum amount](#). You will not receive an award if all of the enrolled children/slots you provide in-person care to are publicly funded.

Q: How will I receive my grant agreement?

All eligible applicants will receive a grant agreement by DocuSign email no later than June 14, 2021. Agreements will be sent to the email address listed on the submitted application. If you don't receive the agreement, check your junk folder for the DocuSign email.

Q: What will I need to complete my grant agreement?

You will need a couple of items to complete the signing process. We suggest taking time now to gather this information.

- 1) You will need your Tax Identification Number (TIN) OR Employer Identification Number (EIN).
- 2) You will also need a DUNS number. If you do not have a DUNS number, it takes 1 to 3 days to register for a DUNS number, so please do this as soon as possible.

Q: What is a DUNS number and where can I find my number?

For more information specific to DUNS numbers, please visit: <https://www.dnb.com/duns-number.html>

Q: Will I need to submit a new W-9 form?

If you do not have a W-9 on file with ELD, you will need to submit one. Providers will also need to fill out a new W-9 form if there has been a change in name, business name, address, social security number, or employer identification number (EIN). For assistance completing a W-9, please download our [W-9 Guide](#).

Q: Where can I find my awarded grant amount?

Grant dollar amounts will be included in the grant agreement.

Q: How will these funds be distributed?

The ELD aims to send out funds within three weeks following a completed grant agreement. Grant funds will be disbursed in a one-time payment 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, check your email's junk folder. After confirming the DocuSign agreement email is not in your junk folder, please email ECCGrants@state.or.us or call 971-707-2029.

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.

Grant Funds may not be used for expenses that have been or will be reimbursed under any federal program or unemployment assistance program, other bonuses, severance pay or legal settlements.

Grant Funds may not be used for the purchase or improvement of land, or for the purchase, construction, or permanent improvement of any building or facility.

Additional Questions?

Please direct questions to 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](#).