



8/23/2022

## Frequently Asked Questions

### Governor's Child Care Stabilization Grant program round 3 as authorized by [House Bill 89](#), "Child Care Stabilization Grants"

1. **Question:** Who is eligible?

**Answer:** Licensed child care providers who are experiencing an economic hardship. Providers may be a family home child care provider, a large family home child care provider, a child care center, or an education program under a Letter of Compliance. Providers must have been licensed on or before May 1, 2022 and must currently be open and available to provide child care. It is not the intention of this program to fund the start-up of new child care programs that are not yet operating.

2. **Question:** How do I apply?

**Answer:** Providers must apply through [the online application](#).

3. **Question:** What is the deadline to apply?

**Answer:** Applications must be submitted no later than 11:59 p.m. on August 29, 2022.

4. **Question:** What is different from this round (round 3) than round 2?

**Answer:** MSDE further streamlined the application process. This round has less total money available (\$50 million compared to \$128 million) and has specific priority areas (providers that didn't receive a payment in rounds one and two, providers located in areas lacking in child care slots, etc.). For more information, review the Grant Information Guide found on the [Child Care Stabilization webpage](#).

5. **Question:** I have multiple locations. What should I do?

**Answer:** A separate online application must be completed for each location. Each open and operating location is eligible for a grant. If the program has a license number, you will need to submit a separate and complete application for each program.

6. **Question:** What is my Provider ID?  
**Answer:** Your Provider ID is on your inspection report. Do not place your social security number in this application. We do not collect social security numbers in the grant application. Nor do we collect birthdates.
7. **Question:** Do I have to repay the grant funds?  
**Answer:** These grants funds do not have to be repaid as long as you meet and agree to all of the required certifications and assurances listed at the end of the application.
8. **Question:** Do I need to submit a W-9?  
**Answer:** Grant recipients must have a W-9 on file to receive a grant. If you did not complete a W-9 for the previous rounds of funding, please download and complete a [W-9 form](#). This form must be uploaded to the online application.
9. **Question:** Will I receive a 1099 for the pandemic relief grant funds and do I need to pay taxes?  
**Answer:** Yes, you will receive a 1099 for the pandemic relief grant funds from the Office of the Comptroller. Child care providers that receive a grant have a reporting obligation on Form 1099-G if the amount is above \$600. Therefore, you would need to file 1099-Gs to avoid penalties for failure to file (Internal Revenue Code Section 6721) or failure to furnish (\$6722).
10. **Question:** Do I need to save receipts?  
**Answer:** Yes. Use of the grant funds is subject to audit. Be sure to keep accurate and complete accounting records. If grant funds are not spent on Allowable Expenses, or are otherwise misused, you may be required to pay those funds back. These receipts and documentation do not have to be sent to MSDE unless it is requested.
11. **Question:** The application won't let me go on if I don't fill out the first page. What do I do?  
**Answer:** You must complete each required section before moving on. To see what the application looks like, see the appendix of the [Grant Information Guide](#).
12. **Question:** I completed the contact information page of the online application, but it still won't let me go on to the next page. What do I do?  
**Answer:** Be sure to complete the line for "address 2". This is for suite or apartment number. If this doesn't apply, you write must something. We recommend writing "n/a".
13. **Question:** My school has been licensed for more children since the last grant. Will that be accounted for?  
**Answer:** We are using a snapshot of your licensed slots as of May 2, 2022.
14. **Question:** Where did you get your figures for the areas lacking child care?  
**Answer:** The Social Vulnerability Index (SVI) us used to calculate the figures for the areas lacking child care. The CDC has provided website that can be used find this information.  
<https://svi.cdc.gov/map.html>

15. **Question:** Can I still apply for a grant if I have received grants in the past? I have children under two and child with IEP in my care.

**Answer:** Yes, you can apply for round 3 of the grant.

16. **Question:** What do you mean by personal cost?

**Answer:** Personal costs includes wages and benefits for child care program personnel; increases in compensation for any staff in a child care center or family child care providers and their employees; health, dental, and vision insurance; scholarships; paid sick or family leave; retirement contributions; ongoing professional development or training; premium or hazard pay; staff bonuses; employee transportation costs to or from work; resources to support staff in accessing COVID-19 vaccines, including paid time off for vaccine appointments and to manage side effects, and transportation costs to vaccine appointments.

17. **Question:** Is it ok if we print out the W9 and take a picture and upload it?

**Answer:** Yes, it is ok to print out the w-9 and take a picture to upload. Please make sure that the picture is legible before uploading.

18. **Question:** Is it ok to email my W-9 if it was not attached to the application?

**Answer:** No, it is important that you do not send your W-9 through email. You have sensitive information that you want to avoid sending that could expose you i.e., SSN. If you forget to attach you W-9, please complete a new application.

This page will be updated with frequently asked questions and answers on a continual basis.

Updated: August 23, 2022