



**Early Learning/Child Care Provider – ARPA Child Care Stabilization Subgrant:
 Installment 2 Certification**

Instructions: Providers must complete and submit the following subgrant certification for review and approval to receive the second installment of its awarded ARPA Child Care Stabilization Subgrant.

Section 1. General Applicant Information

Legal Name of Provider and d/b/a as listed in the Provider Portal (if applicable):	
License or Exemption #	EFSM Provider ID

Section 2. Operational Status

Is your program operating under the same license number as listed above?
 Yes No If no, explain change _____

What is the current status of your program?
 Open
 Temporarily closed due to public health, financial hardship, or other reasons relating to the Coronavirus Disease 2019 (COVID-19) public health emergency. Please provide details about the temporary closure and planned reopening date: _____

Permanently closed

Have you had a contract terminated for cause with the local early learning coalition since initial approval?
 Yes No

Have you implemented policies in line with guidance and orders from federal, state and local authorities to the greatest extent possible?
 Yes No

Have you reduced staff or reduced staff salaries/benefits since initial application?
 Yes No If yes, explain _____

Have you provided relief from copayments and tuition payments for struggling families, to the greatest extent possible?
 Yes No

Commented [CMO1]: Instructions in pop-up for this certification -

As a recipient of the ARPA Child Care Stabilization Subgrant, a certification is required to receive the second installment of the award amount."

Proceed to [Grant Follow Up - Installment 2](#)

Commented [CMO2]: Information in this section will auto-populate from original application.

Commented [CMO3]: Tool Tip: Please indicate if your program is operating under the same license or exemption number as listed above from original application.

If the number has changed, an explanation must be provided. Changes in license or exemption number may disqualify a provider from receiving additional payments under the original award. Please contact your local [early learning coalition](#) with any questions.

Commented [CMO4]: Tool Tip: Permanently closed programs are not eligible for ARPA for additional installments. Please contact your local [early learning coalition](#) with any questions.

Commented [CMO5]: Tool Tip: Providers are required to implement policies in line with guidance and orders from federal, state and local authorities to the greatest extent possible. Answering "No" will not disqualify a provider from receiving the ARPA Child Care Stabilization Subgrant – Installment 2 payment.

Answering no will not disqualify a provider from receiving additional installments. Providers should contact their local [early learning coalition](#) for technical assistance with implementing policies.

Commented [CMO6]: Tool Tip: Providers should not reduce staff or staff salaries/benefits during the grant period. If answered yes, an explanation is required and a provider may be disqualified from receiving additional installments.

Providers should contact their local [early learning coalition](#) for technical assistance on this question.

Commented [CMO7]: Tool Tip: Please indicate if families have received relief from copayments and/or tuition from the ARPA Child Care Stabilization subgrant funds to the extent possible. Answering "No" will not disqualify a provider from receiving the ARPA Child Care Stabilization Subgrant – Installment 2 payment.

Providers should contact their local [early learning coalition](#) for technical assistance on this question.

Section 3. Funds Utilization

Subgrant funds may only be used for the following categories. Please enter an amount spent for each category. Expenditures are not required for every category. If no funds were spent in a category, enter zero (\$0).

Category	Amount Spent
Personnel/Benefits, Other Personnel Costs (Do NOT Workforce Investment costs, see category below)	
Rent or Mortgage, Business Operating Costs and Facility Expenses	
PPE, cleaning and sanitation supplies and services, or training and professional development related to health and safety practices	
Purchases of or updates to equipment and supplies to respond to COVID-19	
Goods and services necessary to maintain or to resume child care services	
Mental health supports for children and employees	
Workforce Investment	
Copayment or Tuition Waivers	
Total	

Commented [CM08]: Tool Tip: Please refer to the [ARPA Child Care Stabilization Subgrant Spending and Documentation Guide](#) for examples of each category's costs.

Have funds been used or do you plan to use funds for business expenditures prior to March 11, 2021?

Yes No

Subgrant Awarded: _____ Amount Paid to Date: _____
 Amount Spent: _____ Balance Remaining: _____

Commented [CM09]: Tool Tip: Please indicate if subgrant funds have been or will be used for allowable expenditures prior to March 11, 2021.

Commented [CO10]: Tool Tip: Amount of ARPA Child Care Stabilization Subgrant Awarded: Auto-populated from original approved application.

Provider Affirmation

The following signature affirms that I will continue to adhere to the initial subgrant application. I attest to the fact that the information I provide in this certification is true and accurate and understand if my certification is incomplete or incorrect it will be returned to me.

Signature of Authorized Provider Representative

Signature _____ Date _____

Printed Name _____ Title _____

I confirm that this electronic signature is to be the legally binding equivalent of my handwritten signature and that the data on this form is accurate to the best of my knowledge.

Commented [CO11]: Tool Tip: Amount of ARPA Child Care Stabilization Subgrant Initial Payment: Auto-Populated, please update if necessary.

Commented [CO12]: Tool Tip: Amount of ARPA Child Care Stabilization Subgrant Spent: Auto-populated from Fund Utilization table above.

Commented [CO13]: Tool Tip: Amount of ARPA Child Care Stabilization Subgrant Remaining: Auto-calculated, Amount Paid to Date less Amount Spent.

Coalition Subgrant Certification

Does the provider continue to meet the initial eligibility criteria?

- Yes No Same license number _____ Comments _____
- Yes No Open and providing child care services (temporary closures okay)
- Yes No Have you verified the provider is not under investigation or been convicted of child care fraud?
- Yes No Have you verified the provider is not on the Florida Child Care Food Program (CCFP) USDA Disqualified List?
- Yes No Have you verified the provider has not had a **contract terminated for cause** since initial approval?

If all above responses are "yes," this certification form can be accepted.

ARPA Stabilization Subgrant Awarded:

- Subgrant Amount: _____ Amount Spent: _____ Amount Remaining: _____
- Subgrant Payment 2 Denied - Reason: _____

ELC / RCMA Subgrant Affirmation

The following signature affirms that the subgrant certification has been completed and the provider has been determined compliant/noncompliant with subgrant requirements in accordance with the DEL Program Guidance 240.21 – COVID-19, Appendix C, American Rescue Plan (ARP) Act Stabilization Subgrants for Early Learning/Child Care Providers.

ELC / RCMA Signature:	Date:
Printed Name:	Title:
Phone:	Email:
Comments:	

Commented [CMO14]: Tool Tip: Changes in a provider's license or exemption number will disqualify a provider from receiving additional payments unless a valid exemption reason is provided. Refer to the [Coalition FAQs](#) for exemption reasons or send questions to OEL.Questions@oel.myflorida.com.

Commented [CMO15]: Tool Tip: Permanently closed programs are not eligible for ARPA for additional installments. Coalitions should mark the Subgrant Installment 2 Denied checkbox below and enter a reason for the denial.

Commented [CMO16]: Tool Tip: Coalitions must verify the provider has not been convicted of or been placed under investigation for fraud since the initial application was approved. Providers not meeting this requirement must not receive any additional installments.

Commented [CMO17]: Tool Tip: Coalitions must verify the provider has not been placed on the Florida CCFP USDA Disqualified List since the initial application was approved. Providers placed on the list are disqualified from receiving any additional installments.

The latest list can be found in the Coalition Zone on SharePoint.

Commented [CMO18]: Tool Tip: Coalitions must verify the provider the provider has not had a contract terminated for cause since the initial application was approved. Providers with contracts terminated for cause are disqualified from receiving any additional installments.

Commented [AL19]: Auto-populate with amount from original approved award

Commented [AL20]: System sum from table above

Commented [AL21]: System subtract the two values