



Greater New Orleans Rebuild Child Care Collaborative **Request for Proposals**

The Greater New Orleans Rebuild Child Care Collaborative (GNORCCC) announces a grant opportunity to assist child care centers in the process of rebuilding after Hurricane Katrina. The grants are focused on reopening Class A centers that were flooded or damaged by the storm.

What is a Child Care Rebuild Grant?

Child care rebuild grants will assist owners of Class A child care centers in the process of rebuilding from Hurricane Katrina or establishing a new center in an underserved area of need. Selected child care centers will not receive payments directly. The Greater New Orleans Rebuild Child Care Collaborative will hire and pay a licensed and bonded contractor to complete necessary repairs to the facility. This grant covers the physical repair of the building, but does not provide funding for furnishings or equipment. The exact value of each grant will depend on how much money each center needs to make repairs and on the amount of resources a center owner already has available (for example, insurance settlements and SBA loans).

Who can apply for a Child Care Rebuild Grant?

If you answer “yes” to ALL of the following questions, your center is eligible to apply for a Child Care Rebuild grant.

- Do you own the property that you plan to rebuild?
- Was your center Class A licensed **OR** are you planning to open a new Class A center **OR** do you own a Class A center that is open but still has hurricane damage?
- Is the center in one of the following parishes?
 - Orleans
 - Jefferson
 - Tangipahoa
 - St. Bernard
 - St. Tammany
 - Plaquemines
- Did you receive payments through the LA Department of Social Services Child Care Assistance Program before Katrina? *[If you are planning to open a new center, will you accept Child Care Assistance payments?]*
- Can you provide the GNO Rebuild Child Care Collaborative with proof of insurance?
- Will you commit to maintain your business as a child care center for the next 5 years?*

What We're Looking For

Priority will be given to centers that:

- Are committed to providing **quality** child care
- Will serve a significant number of children receiving Child Care Assistance
- Will serve a significant number of infants and toddlers
- Are located in an area where the need for child care exceeds current capacity
- Have already made some progress in rebuilding
- Have a proven history of successful compliance with licensing regulations
- Have a viable business plan.

Responsibilities of Grantees

In order to receive funding, child care centers that receive a Child Care Rebuild Grant will agree to:

- Participate in the Quality Rating System (QRS) and work toward reaching a three-star rating within three years of opening the center
- Cooperate with technical assistance providers to ensure high quality care
- Work with a contractor selected by GNORCCC
- Provide contractors with access to the child care facility
- Enter into a written contract with the contractor
- Work cooperatively with GNORCCC

******Please note that grantees will be required to repay all or a part of this grant if the business ceases to operate as a child care center within the next five years.******

Get More Information

The Greater New Orleans Rebuild Child Care Collaborative will host an informational meeting to answer any questions you might have about the grants and the application process on Wednesday, September 26th at 7 p.m. Contact Shirley Williams at (504) 452-8817 or dshirley@bellsouth.net to sign up for the session or if you have additional questions.

Get Help Developing a Business Plan

Good Work Network will host a training session to help child care providers develop business plans on October 3rd at 7 p.m. Contact Naomi Chalew at (504) 309-2073 or naomi@goodworknetwork.org to sign up for the class.

Partners and Funding

The Greater New Orleans Rebuild Child Care Collaborative includes:

<i>Agenda for Children</i>	<i>United Way for the Greater New Orleans Area – Success By 6</i>
<i>Children’s Defense Fund – Louisiana</i>	<i>United Way’s Women’s Leadership Initiative</i>
<i>Department of Social Services, State of Louisiana</i>	<i>LSU Office of Community Design and Development</i>
<i>Institute of Mental Hygiene</i>	<i>Idea Village</i>
<i>Louisiana Family Recovery Corps</i>	<i>Tulane Institute for Infant and Early Childhood Mental Health</i>
<i>Louisiana State University Ag Center</i>	
<i>Save the Children</i>	

Funding for the Rebuilding Child Care grants is generously provided by:

<i>United Way of America</i>	<i>Drew Brees’ Operation Kids Foundation</i>
<i>Louisiana Family Recovery Corps</i>	<i>The Claiborne Foundation</i>
<i>The Edwards Foundation</i>	<i>The AmeriCares Foundation</i>

Child Care Rebuild Grant **APPLICATION PROCESS**

September 2007

September 26th at 7 p.m.: Voluntary information session at Agenda for Children (1720 St. Charles Ave, New Orleans, LA 70130). *Contact Shirley Williams at (504) 452-8817 or dshirley@bellsouth.net to sign up for the session.*

October 2007

October 3rd at 7 p.m.: Voluntary training session on creating a business plan at Good Work Network (1824 Oretha Castle Haley Blvd. New Orleans, LA 70113). *Contact Naomi Chalew at (504) 309-2073 or naomi@goodworknetwork.org to sign up for the class.*

October 29, 2007 at 4 p.m.: Deadline for applicants to submit a completed application (with required attachments) to the GNO Rebuild Child Care Collaborative (GNORCCC).

November 2007

November 1-12: GNORCC reviews and rates each application and licensing history.

Licensing Review: GNORCCC reviews each applicant's licensing history. Any center with a history of significant licensing violations including, but not limited to, continued violations in the area of staff: child ratios, inadequate supervision, health and safety, and other significant lapses will not continue to the next round.

Application Review: GNORCCC reviews and ranks applications and invites the applicants with the highest scores to the next round of the process.

November 12th-16th: GNORCCC's designated contractor visits the "second round" applicants' sites for initial estimate.

November 26th-30th: The "second round" applicants are interviewed by members of GNORCCC.

December 2007

December 3rd-7th: The designated contractor of GNORCCC visits finalists for a comprehensive building assessment.

December 14th: GNORCCC makes the final funding decision based on each center's application, interview, and building assessment.

December 17th: GNORCCC notifies all applicants with the final decision.

January 2007

Rebuilding begins!

Child Care Rebuild Grant **Application Instructions**

How to Apply

1. Please read all instructions carefully.
2. Fill out the Cover Page.
3. Answer all of the Rebuild Child Care Application Questions. Be sure to number the questions as listed.
4. Fill out the Financial Resources Worksheet.
5. Include copies of the following documents with your application:
 - Business Plan
 - Copy of a cash-flow statement from your bookkeeper or accountant. If you do not use the services of a bookkeeper or accountant, submit copies of your business' two most recent bank statements (if your center has been closed since the storm, these statements should be from June and July of 2005.)
 - Tax returns for the previous 2 years (new centers should submit a business plan that includes a projected annual budget)
 - Copy of your current or prior Louisiana State License
 - Copy / verification of receipt of child care assistance subsidy
 - **Non-Profit centers:** Copy of IRS determination letter verifying the center as non-profit
 - **For-profit Centers:** Secretary of State Certificate
 - Copy of center's insurance settlements (including flood, contents, building, fire, etc.)
 - Letters of support (maximum of 3)
 - Proof of Property Insurance
6. Submit an original and 4 copies of the completed cover page, application questions, financial worksheets, and attachments, for a total of 5 copies. **Clearly mark the original.**
7. Send or deliver completed application packet, including the 4 copies to be received **before 4 p.m. on October 29th** to:
United Way
Attn: Greater New Orleans Child Care Rebuild Collaborative
2515 Canal St
New Orleans, LA 70119

PLEASE NOTE: Articles of Incorporation, Bylaws, Tax ID number, or Secretary of State certificate indicating incorporation **will not** be accepted as appropriate non-profit documentation.

GENERAL

- Use 1-inch margins and a 12-point font.
- Do **not** enclose your application in a binder or folder. Use staples or binder clips.
- Number all pages of your application and make sure all sections are included, in the order requested, with the cover page on top. The cover page should be page one.
- Handwritten applications are not accepted. The cover page may be hand-written, but the rest of the application must be typed. If you don't have a computer, please visit your local public library for computer access.
- Applications received after 4.m. on October 29th will not be considered.

II. Child Care Rebuild Grant **APPLICATION QUESTIONS** (5 Page Maximum)

1. Facility

Outline your plan for rebuilding, including the following information:

- a) Describe the condition of the facility you are planning to rebuild. Please be specific and provide details.
- b) What work has already been done pursuant to the storm?
- c) What work is currently in process?
- d) What are the main challenges you face in the rebuilding process?
- e) What changes are you making, or planning to make, on the facility as you rebuild?
- f) How long do you think it will take to get the facility up and running?
- g) If you are relocating your facility, tell us where and why.
- h) If your center is already open and you are seeking funds to add additional capacity, please answer the following:
 - How many additional children will the renovations will allow you to serve?
 - Which age groups will be served by the renovated classrooms?
 - Are you currently operating at full capacity for these age groups?

2. Program

Describe your child care program, including, but not limited to the following information:

- a) What did your center do really well?
- b) What needed improvement?
- c) Please tell us about anything you are doing to improve the quality of your program and business. For example, some centers owners have attended business training classes, taken additional college courses in early childhood, participated in FOUNDATIONS UP, etc.

3. Staff

- a) Outline your plan to recruit and hire qualified staff for your child care facility.
- b) What is your plan to provide training and ongoing professional development for your staff members?

III. Child Care Rebuild Grant FINANCIAL RESOURCES WORKSHEET

Please answer all questions as completely and honestly as possible.

1. Percentage of your building damaged by Katrina: _____
2. Projected *TOTAL COST* to rebuild your child care center: \$ _____
3. How did you arrive at this estimate? _____

4. Did you have insurance coverage for your child care center? Yes No
5. If you answered YES to #4, please indicate the amount you received from your insurance settlement (itemize building, contents and flood): \$ _____
6. Have you received funding from public agencies (LRA, FEMA, SBA, etc.)? Yes No
7. This grant provides funding for capital expenditures, but does not provide funding for furnishings, materials, appliances, landscaping, playground equipment etc. How do you plan to finance the cost of replacing these items? _____

8. In the chart below, please tell us how much you have already spent on rebuilding your facility and provide an estimate of how much more you anticipate spending. Please itemize this list by the source of funding.

Source	Already Spent	Total Projected Spending
Personal Savings	\$	\$
Insurance	\$	\$
SBA Loan	\$	\$
Other Loan (please specify source)	\$	\$
Government Grant (please specify source)	\$	\$
Other (please specify source)	\$	\$

9. How much money will you need from the Rebuild grant in order to complete construction?
\$ _____

Child Care Rebuild Grant **Application Checklist**

Please make sure that you include the following in your application packet:

- Cover Page
- Answers to Application Questions
- Financial Resources Worksheet
- Business Plan
- Copy of your current or prior Louisiana State License
- Copy / verification of receipt of child care assistance subsidy
- Copy of center's insurance settlements (including flood, contents, building, and fire)
- Copy of cash flow statement or last 2 bank statements
- Tax returns for the previous 2 years (new centers should submit a business plan that includes a projected annual budget)
- Non-Profit centers:** Copy of IRS determination letter verifying the center as non-profit
- For-profit Centers:** Secretary of State Certificate
- Letters of support (maximum of 3)
- Proof of Property Insurance

➡ Don't forget to include a clearly marked original and 4 additional copies of your application packet!