

## Frequently Asked Questions

### **What is the timeline for matching funds?**

- CCF will accept pre-applications from interested Partner Funders starting on Tuesday, April 28th, and will reply within 48 hours of receipt of each application, on a rolling basis, until the fund total has been reached.

### **Are there priority communities to receive funding?**

- Priority will be given to providers serving in Gateway Cities as well as the City of Boston

### **Can a funder apply for \$75,000 more than once, in order to support providers in multiple communities?**

- At the outset of the program, CCF plans to match each partner funder only once, regardless of the number of communities in which that funder operates. This is due to our desire to support the largest possible number of Partner Funders. We may revisit this policy if necessary.

### **How can an interested individual funder contribute to this initiative?**

- CCF is happy to work with funders who are interested in supporting this initiative, but who don't see themselves fitting into the role of Partner Funder. This can be through supporting Partner Funders to allow them to take advantage of the entire \$75,000 match, or by contributing to the matching pool.

### **Are there any administrative fees allowable as part of this program?**

- Partner Funders are required to pass 100% of the matching funds onto their chosen Intermediaries.
- Intermediaries are eligible to use up to 4% of their total award to cover administrative costs. This 4% will be on top of the amount awarded to individual FCCs. For example, in the case where each individual FCC in an Intermediary's selected pool will be receiving the suggested \$2,500, the Intermediary will be eligible to retain \$100 per FCC, for a total of \$2,600 per awardee.

### **Will there be more than one round of funding for which providers will be eligible?**

- This is designed as a one-time opportunity.

**What if multiple Intermediaries apply to the same Partner Funder?**

- We expect that Partner Funders will determine with which Intermediaries they want to work in advance of accepting official Intermediary applications.

**Which Family Child Care providers are eligible for support? Those which:**

- Are licensed with EEC
- Are closed due to the Governor's emergency order
- Are not operating as an Emergency Exempt site
- Derive no more than 60% of their income (pre-closure) from subsidized slots

**Why is CCF suggesting a \$2,500 grant to each FCC?**

- After consultation with several organizations which provide support to Massachusetts FCCs, we determined that \$2,500 was a sufficiently substantial grant size to help providers weather this current crisis, while allowing the funds to be distributed to as many providers as possible
- However...if an individual Partner Funder is interested in providing either larger or smaller grants to providers in their region, they may choose to do so, with the caveat that CCF matching funds will match 50% of each FCC award, up to \$1,250 per award.

**What are the allowable uses of these funds by the FCCs?**

- These are emergency relief funds, intended to allow providers to weather the crisis and re-open after the emergency order has been lifted. They can be used at the discretion of each FCC.

**Can individual FCCs apply directly to anyone for this funding?**

- All of the funding will be distributed by Intermediaries, who will determine which providers will be included in their applications. FCCs cannot apply directly.

**How many FCCs will be supported through this program?**

- If Partner Funders match the entire fund at the \$2,500 individual grant level, MAFCEF will be able to support over 750 of the state's 6,000+ FCCs. We understand that, unfortunately, this means that many high-quality providers will not be able to benefit from this opportunity.

### **Are center-based providers eligible for support?**

- No. This program is targeted only to home based family child care sites.

### **How will FCCs fill out any necessary forms?**

- The application form required from the FCCs is designed to be relatively easy to complete, and will be available in both PDF and GoogleForm formats, as well as in both English and Spanish. It is an expectation of the Intermediaries that one of their roles will be to support FCCs in filling out the forms, and in gathering the required support documentation.

### **How does this grant get counted for tax purposes?**

- For-profit providers must report this grant as taxable ordinary income on your tax return in the year in which it was received. This is true for individuals (or sole proprietors).
- The intermediary will issue an IRS Form 1099-MISC. **[GUIDANCE to Intermediaries – make sure you can supply these notices or check with your legal counsel to ensure you are supplying appropriate documentation.]**

### **How can I get additional questions answered?**

- Please watch the recording of the webinar from April 27th [here](#). We hope that most questions can be answered by reviewing the materials on the website, or by watching the webinar.
- If you have additional questions, please contact us at [MAFCEF@theccfund.org](mailto:MAFCEF@theccfund.org)