



Early Care and Education Emergency Grant Information Session

First 5 Alameda County



AGENDA



- **How the Grants are Funded (Measure C)**
- **Overview of Early Care and Education Emergency Grant**
 - Purpose
 - Eligibility Requirements
 - Application & Documentation Steps
 - Questions
- **Overview of Early Childhood Facilities Fund**
 - Grant Requirements & Application Process
 - Questions
- **Closing**

The ECE Emergency Grant is Funded by Measure C: An Alameda County Voter-Approved Ballot Measure

Overview

- Measure C is a 20-year sales tax in Alameda County, passed in 2020
- Funding to support:
 - 1) Coordinated early care and education system
 - 2) Pediatric health care

Goals

- 1 Support and expand access to high-quality child care
- 2 Improve wages for participating child care providers and educators
- 3 Promote wellness, kindergarten readiness, and school success

Overview: Early Care and Education Emergency Grant



MEASURE C
TAX DOLLARS
AT WORK



PURPOSE



- ✓ Our communities rely on child care. Insufficient child care is an emergency in Alameda County.
- ✓ Good quality, affordable child care is foundational for communities and allows families to work. These grants will benefit our entire community.
- ✓ They are designed to help child care businesses stay open and address child care shortages.

USE OF FUNDS

These one-time grants are meant to help Family Child Care programs and child care centers stay open, buy furniture and supplies, pay their staff, and more

Grant money can be used for:

- ✓ Almost any **business-related** expense between January 1, 2025 – June 30, 2026
- ✓ Limited to expenses benefitting children birth to age 12
- ✓ A portion of funds are required to be paid directly to educators: **Minimum of \$1,000 stipend per early educator**

Examples:

- Rent and utilities for your business
- Staff wages
- Furniture
- Educational materials
- Business liability insurance
- Minor repairs and facilities upgrades
- Property taxes
- Business-related debt

GRANT AMOUNTS

Grants are not competitive - all qualified applicants will receive funding.

Type of Program	Licensed Capacity (children birth to 5 years old)	Grant Amount
Small Family Child Care	6-8 children	\$40,000
Large Family Child Care	12-14 children	\$50,000
Small Child Care Center	1-49 children	\$50,000
Medium Child Care Center	50-99 children	\$75,000
Large Child Care Center	100 children or more	\$100,000

Note: Agencies with multiple sites will be capped at a maximum grant amount of \$500,000.

Eligibility Requirements



ELIGIBILITY REQUIREMENTS

All sites must be:

- ✓ Located in Alameda County
- ✓ Licensed & in “Good Standing”
- ✓ Currently open with at least one child birth to age 5 enrolled



ELIGIBILITY REQUIREMENTS

Family Child Care programs must meet ONE of the following:

- ✓ **Location:** Located in an eligible neighborhood →
- ✓ **Need:** Cared for at least one child birth to age 5 enrolled in an Alameda County early care and education (ECE) subsidy program at any time between July 1, 2022 and June 11, 2025

Eligible neighborhoods are census tracts where at least 5% of households are below the federal poverty line.

FIRST 5
 **ALAMEDA COUNTY**

**First 5 Early Care and Education
Emergency Grant**

The First 5 ECE Emergency Grant helps eligible ECE family child care providers, single site, and multi-site agencies in Alameda County with a one-time emergency grant.

[Apply Now](#) [Check eligibility](#)

ELIGIBILITY REQUIREMENTS

Centers with only one site must meet ONE of the following:

- ✓ **Location:** Located in an eligible neighborhood
- ✓ **Need:** At any time between July 1, 2022 and June 11, 2025, at least 25% of the children birth to age 5 enrolled at your site were participating in an Alameda County ECE subsidy program



ELIGIBILITY REQUIREMENTS

Centers with *multiple sites*:

- ✓ **Need:** At any time between July 1, 2022 and June 11, 2025, at least 25% of the children birth to age 5 enrolled across your agency were participating in an Alameda County ECE subsidy program.
(Calculated on an agency-wide basis.)
- ✓ **Location:** Located in an eligible neighborhood.
If your agency does not meet the need-based criteria, individual sites can qualify based on location.



CHECK YOUR ELIGIBILITY

Got to apply.first5alameda.org



First 5 Early Care and Education Emergency Grant

The First 5 ECE Emergency Grant helps eligible ECE family child care providers, single site, and multi-site agencies in Alameda County with a one-time emergency grant.

⚠️ This is only open to pilot testers at this time, any other applications will be discarded

[Apply Now](#) [Check eligibility](#)



SCAN ME FOR LINK!

Application and Documentation Steps



APPLICATION AND DOCUMENTATION STEPS

Apply.

Submit required documentation.

Receive funds!

1. Apply
Online



2. Submit
Proof of
Insurance



3.
Complete
Workforce
Registry
Profiles



4.
Complete
Hubbe
Profile



5.
Complete
Funding
Sources
Data Form
(Centers
only)



6. Sign
Contract &
Receive
Funds

STEP 1: APPLY ONLINE

Got to apply.first5alameda.org



SCAN ME FOR LINK!

STEP 1: APPLY ONLINE

You will need:

- 1 Image of **one** of your child care license documents
- 2 Address of your site(s)
- 3 Number of early educators at your site(s)
Includes teachers, lead teachers, associate teachers, assistant teachers, and Family Child Care assistants

Reminder!

You will receive an application ID number in your confirmation email. Save this number.

Pre-approval and next steps will be emailed within 5-7 business days.

Made a mistake in your application? Do not submit a new application.

Contact us at (510) 227-6964 or ECEgrants@first5alameda.org and we will fix it for you. When reaching out, please share your preferred language.

STEP 2: SUBMIT PROOF OF INSURANCE

Pre-approved applicants will receive a link by email to upload your required certificate(s) of insurance. If you don't have insurance yet, you can complete the rest of the steps and come back to this later.

Provider/Program Type	General Liability Insurance Requirement
Small Family Child Care (licensed for 8 children or fewer)	Minimum of \$300,000 aggregate
Large Family Child Care (licensed for <i>more than</i> 8 children)	Minimum of \$900,000 aggregate
Center	Minimum of \$1,000,000 general aggregate (per agency)
All Sites	Must list First 5 Alameda County as a Certificate Holder & include "First 5 Alameda County, its Commissioners, and all First 5 officers, agents, and employees" as Additional Insureds with respect to services being provided.

STEP 2: SUBMIT PROOF OF INSURANCE



Are you a Quality Counts site?

We already have your certificate of insurance!
You won't need to resubmit.



Need help paying for insurance?

Family Child Care programs can receive half of the grant to help pay for insurance if all other required documentation is completed. Proof of insurance must be provided within 45 days of receiving the first half of the grant to receive the second half of the grant.



Insurance expires soon?

You will need insurance throughout the grant period (July 1, 2025 – June 30, 2026). If your insurance expires during this period, we will still accept it, but we will follow up with you to get your updated proof of insurance.

STEPS 3-5: REQUIRED DOCUMENTATION STEPS

- We are asking for a few kinds of data as part of the required documentation steps.
- Measure C is new, and we need to do a lot of learning about where investment is needed and how we can do as much good as possible.
 - **This is where your data comes in! The data we receive from you is critically important.**
- We need to understand existing state and federal funding so we can allocate local Measure C resources in the most effective ways possible.
- The system has long been fragmented and underfunded. As we work to build an effective, coordinated one, we need to understand strengths and opportunities.
- We are using this information to create a better early childhood system in Alameda County.
- These steps will take some time to complete. We appreciate your effort!

Thank you for your partnership!

STEP 3: COMPLETE WORKFORCE REGISTRY PROFILES

CAregistry.org 

Workforce Registry profiles are required for:

- ✓ FCC owners
- ✓ FCC assistants
- ✓ Program directors & administrators
- ✓ Teachers
- ✓ Lead teachers
- ✓ Associate teachers
- ✓ Assistant teachers











Already have a profile? Check if it is updated!

Welcome to the

California Early Care and Education Workforce Registry!

We are excited to welcome you to the Early Care and Education Workforce Registry for early childhood professionals in California! The California ECE Workforce Registry is operated by the [Child Care Alliance of Los Angeles](#). If you do not already have an account, please join by creating your profile.

The California ECE Workforce Registry is a state, regional and local collaboration, designed to track and promote the education, training and experience of the early care and education workforce for the purpose of improving professionalism and workforce quality to positively impact children.

	Search Training Calendar	
	How to Create a Registry Profile Video	
	Registry Help Desk	
	Registry Overview Video	
	Registry Resources	

DON'T HAVE A PROFILE YET?

[CREATE PROFILE](#)

ALREADY HAVE A PROFILE?

LOG IN HERE:

Email Address:

Password:

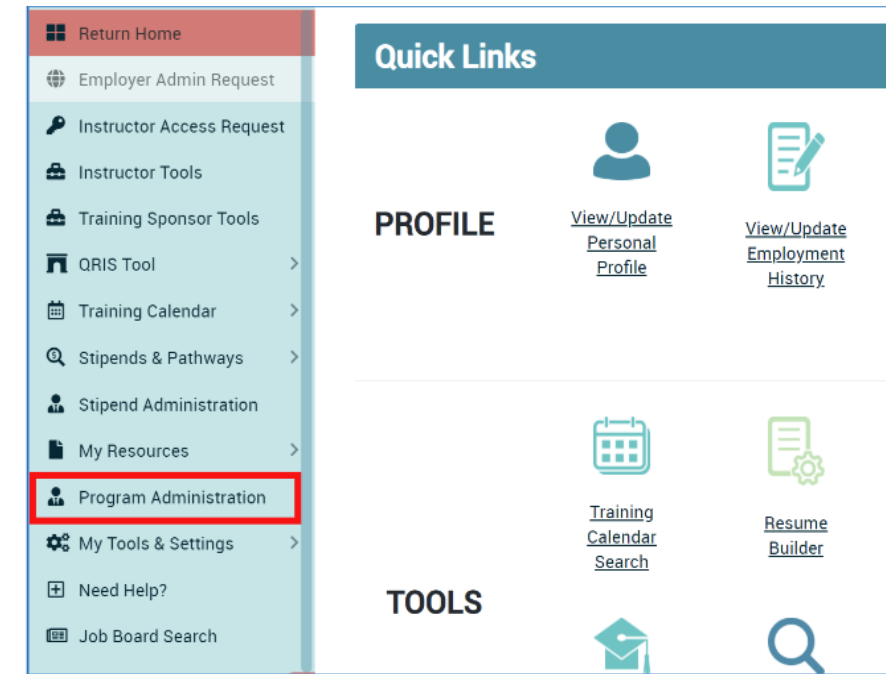
[LOG IN](#)

Forgot password? [Click here.](#)

STEP 3: COMPLETE WORKFORCE REGISTRY PROFILES

Instructions for Owners, Administrators and Directors:

- 1 **Create your profile** before asking your staff to do theirs.
- 2 Log in to your existing account and **click Employer Administrative Request**. Review the process and agreement & click Continue.
- 3 **Include all facilities** for which Employer Administrative Access is being requested
- 4 Check your email for **confirmation of your Employer Administrative Access Request**.
- 5 **Submit required documentation** through the Registry, email, or postal mail.
- 6 After staff complete their profiles and select their site, you will need to log back in to **review and approve their data within 15 days**.



STEP 4: COMPLETE HUBBE PROFILE

You will receive an invitation email from noreply@hubbeinc.com to log in and submit information once ready. (Or, if you are not the director or owner, that person will get the link.)

Required information includes:

- ✓ Site or agency general information
- ✓ Child enrollment, including age, demographics, developmental needs, and language access
- ✓ Classroom/session information (Centers only)
- ✓ Staff Workforce Registry ID numbers

The screenshot shows the Hubbe Staff Login interface. At the top, there's a 'Hubbe Staff Login' header with a 'SIGN IN' button. Below it, there's a 'Forgot Password' link. A 'Language' dropdown menu is open, showing a list of languages including Amharic, Arabic, Chinese (Simplified), Chinese (Traditional), Filipino, Hindi, Korean, Mongolian, Persian, Portuguese (Brazil), Punjabi (Gurmukhi), Russian, Spanish, Tigrinya, Urdu, and Vietnamese. The main content area is titled 'ABC Test Preschool 1' and contains a form for site information. The form includes fields for Site ID, Address, Phone Number, Site Funding, Languages Used with Children at the Site, Months Operational, Site CDS Code, Site Supervisors, CCL Licenses, Student Counts, and Dual Language Learners. The 'Student Counts' section has a table for entering data for children age Birth - Age 5 for the entire program year. The 'Dual Language Learners' section has a field for the number of preschool-age children who primarily speak a language other than English or speak another language and English equally.

Hubbe Staff Login

Username
Password
SIGN IN
[Forgot Password](#)
Use of Hubbe is subject to [Terms & Conditions and Privacy Policy](#)

Language
Select Language
Amharic
Arabic
Chinese (Simplified)
Chinese (Traditional)
Filipino
Hindi
Korean
Mongolian
Persian
Portuguese (Brazil)
Punjabi (Gurmukhi)
Russian
Spanish
Tigrinya
Urdu
Vietnamese

ABC Test Preschool 1 [Edit](#) [Mark as Complete](#)

Site ID
Test_Site_01

Address
Alameda, 123 Sunny Lane, Alameda 94501

Phone Number
510-111-1111

Site Funding
CAPP: California Alternative Payment Program

Languages Used with Children at the Site
Arabic
English
Spanish

Months Operational
12

Site CDS Code

Site Supervisors
Tinkerbelt Center
tinkerbelt@gmail.com
Primary Language: English
WFR ID: 10234567
[Remove Supervisor](#)
[Link to Workforce Registry: https://www.caregity.org/](#)

CCL Licenses

License Number	Facility Type	Expiration Date
012345678 CDSS Link to License Record	Child Care Center Preschool - serves ages 2-5	

[+ Add](#) [Edit](#) [Remove](#)

Student Counts [Edit student counts](#)
Enter data for children age Birth - Age 5 for the entire program year. Count each child once.
Use the counts entered manually rather than counts from child records.
Yes
Site Closed/Zero Child Services:
No

Students Served Counts
For centers and family child care homes, please enter the # of infant, toddler, and preschool age children. For alternative sites, such as libraries, please enter the combined estimated # of children served ages Birth - Age 5 in the first row only.

Dual Language Learners
Number of preschool-age children who primarily speak a language other than English or speak another language and English equally.

Child Count

How to Complete Your Family Child Care Profile in Hubbe



STEP 5: COMPLETE FUNDING SOURCES DATA FORM (CENTERS ONLY)

Centers will receive a link via email to enter funding sources information: This information will help First 5 understand how to make sure that child care providers in Alameda County are getting all of the funding that could possibly be available.



Center sites that receive grant funding **must provide information** around revenue and children served.



This includes **how much revenue** your site(s) expects to bring in this fiscal year (July 1, 2024 - June 30, 2025), including how much revenue you expect to come in **from each funding source**. You will also be asked to report on the **number of children cared for** using each type of funding.



It could be that one child's total **cost of care** comes from **multiple sources**, and in that case, you should count that child in each of those categories.

Funding sources include: state contracts for preschool or child care services, Head Start grants, child care voucher reimbursements, and payments received from families.

NEED HELP?

- ✓ Call us at **(510) 227-6964**
- ✓ Email us at **ECEgrants@first5alameda.org**
- ✓ Use the many resources available at **www.first5alameda.org/ece-grant-resources**

When reaching out, please share your preferred language so we can support you in your language of choice!



Step 6: Sign Contract & Receive Funds



Payment Process

You will receive an email from
ECEgrantsfinance@first5alameda.org via
DocuSign to complete these steps



within 2-4 weeks after
signing your contract!

TAX INFORMATION

- You may need to pay taxes on your grant award. **Taxes will not be taken out for you from the money you receive.**
- You will receive a 1099 form and have to report the grant as part of your taxable income for the year.
- Grant funds and stipends will be considered income and could impact your or your staff's qualification for need-based programs like CalFresh.
- Contact United Way for free tax filing support and advice: www.uwba.org/what-we-do/free-tax-help



Grant Requirements



GRANT REQUIREMENTS

- 1 Hold a valid Child Care License in “Good Standing.”
- 2 Be currently open and remain in operation in Alameda County with children birth to age 5 enrolled.
- 3 Meet or exceed California state or local city minimum wage requirements for early educators.
- 4 Agree to provide a portion of each grant directly to early educators in the form of a stipend (minimum of \$1,000 per educator).
- 5 Complete required documentation using Hubbe and Workforce Registry.

GRANT REQUIREMENTS CONTINUED

- 6 Have general liability insurance.
- 7 **Centers only:** Complete required documentation on funding sources and children enrolled for all sites receiving funding (funding sources data form).
- 8 Have educational staff attend a Measure C orientation session about the grant and other supportive resources.
- 9 Agree to participate in grant reporting.
- 10 National for-profit providers and programs and publicly funded transitional kindergarten programs operated by a school district or charter school are not eligible for funding.

MEASURE C ORIENTATION SESSION

Sites that receive funding are required to have their educational staff attend an orientation session.

- Sessions will provide information about Measure C and other supportive resources available to providers
- Required for:
 - FCC owners / providers
 - FCC assistants
 - Teachers
 - Lead teachers
 - Associate teachers
 - Assistant teachers

*Requirements are subject to change.



GRANT REPORTING

Grantees receiving \$100,000 or less will be required to complete a simple report on:

- How you spent the grant money
- Impact of the grant money

Grantees receiving more than \$100,000 will be required to submit:

- Line-item budget
- Contractor leadership demographic survey
- Line-item expense report



QUESTIONS?

First 5 Early Childhood Facilities Fund



TAX DOLLARS
AT WORK



EARLY CHILDHOOD FACILITIES FUND

Need help with urgent & complex facilities projects?

First 5 is also launching an Early Childhood Facilities Fund to help with:

- Urgent health and safety issues
- Converting spaces to serve infants and toddlers

Funding is competitive. To be considered for facilities funding, simply complete your application, reply “yes” to the question, “Do you have an urgent facility need, or do you need to make facilities changes to care for infants and toddlers?” and answer a few simple questions about your program.



EARLY CHILDHOOD FACILITIES FUND

Eligibility: Family Child Care programs and Centers that meet the ECE Emergency Grant eligibility requirements.

Available Funds:

Provider/Program Type	Maximum Funding Amount per Site	Number of Projects to be Funded
Family Child Care	Up to \$150,000	50
Center	Up to \$350,000	20

Process:

- Grants will be made on a rolling basis after intake and site visit.
- Outreach will begin in July and continue on a rolling basis
- Grantees will receive in-depth technical assistance to help them with their project. (Things like finding a contractor, managing the project, etc.)

EARLY CHILDHOOD FACILITIES FUND

Facilities projects will be scored based on the following selection criteria:

- ✓ Facing closure or reduced enrollment due to facilities issues.
- ✓ Preservation of, or increase to, infant/toddler child care spaces.
- ✓ Located in a high-poverty neighborhood.
- ✓ Care for children who participate in an Alameda County ECE subsidy program.
- ✓ Care for children before 6am, after 7pm, overnight, or on weekends.

Continued on next slide.

EARLY CHILDHOOD FACILITIES FUND

Selection criteria continued:

- ✓ Specialized care for children who are neurodiverse, gifted, have developmental delays, disabilities, or other special needs.
- ✓ Specialized care for children who are experiencing homelessness or in foster care.
- ✓ Geographic distribution of projects across Alameda County.
- ✓ Not previously funded by the California Child Care and Development Infrastructure Grant Program.

QUESTIONS?

REMINDER!

**Only give your personal and financial information to trusted sources!
The grant application is free and does not require any payment/credit card information.**

First 5 will send you emails from the following addresses:

- noreply@jotform.com
- noreply+automations@airtable.com
- Jira@first5alameda.atlassian.net
- ECEgrants@first5alameda.org
- ECEgrantsfinance@first5alameda.org
- ECEgrantsappeals@first5alameda.org
- HubbeHelp@first5alameda.org

We may also call you to confirm information in your application. If you are asked for any personal information, **ask the caller to confirm your Application ID number first**. This will ensure you are speaking with a trusted source.

Never send your Social Security Number, Employer Identification Number, or Individual Taxpayer Identification Number by email.



Unsure? Call us directly at (510) 227-6964.

CLOSING

Online application available at: apply.first5alameda.org

Need help?

- ✓ Call us at (510) 227-6964
- ✓ Email us at ECEgrants@first5alameda.org

When reaching out, please share your preferred language so we can help you in your language of choice.

Today's slides in multiple languages and other helpful materials will be available at
www.first5alameda.org/ece-grant-resources

THANK YOU!

Interested in learning more
about Measure C?

Attend a **Community Advisory Council**
meeting: www.first5alameda.org/cac

FIRST 5



www.first5alameda.org

FOLLOW US
[@First5Alameda](https://www.instagram.com/First5Alameda)

