

## WBDC Child Care Business Grant Application FAQ

The following FAQs are for Start-up Grant, Emergency Grant, and Expansion Grant Programs.

### What type of grants are available?

1. Start-up Grant: Learn more by visiting <https://ctwbdc.org/start-up-grant/>
2. Emergency Grant: Learn more by visiting <https://ctwbdc.org/emergency-grant/>
3. Expansion Grant: Learn more by visiting <https://ctwbdc.org/expansion-grant/>
4. Business Incentive Program: Learn more at <https://ctwbdc.org/business-incentive-program/>

### Who can apply for these grants?

Connecticut OEC licensed child care providers, as well as those currently in the process of completing an application or awaiting inspection. (This included unlicensed family home providers caring for children awaiting approval.)

### When am I able to apply for a Child Care Business Grant?

The Child Care Business Grant application portal is open from Monday, November 1<sup>st</sup> through Sunday, December 5<sup>th</sup>. *No grant applications will be accepted for this round once the grant application portal closes on December 5<sup>th</sup> at 11:59PM Eastern Standard Time.*

### Do I need to submit my application once I log in?

You may save your application and revisit to complete at a later day and time.

### My program applied for a grant. When will I hear back?

Applicants awarded are notified via email from the grant management platform by January 15, 2022. Applicants not awarded a grant are notified via email from the grant management platform by January 31, 2022.

### Do I have to pay this money back?

No, this is a grant that does not need to be paid back.

### Will I have to pay taxes on this grant?

Yes, if you are a for-profit business. You can work with your accountant to estimate what your tax liability may be if awarded, and you can save a portion of the money you receive to pay the taxes.

### Are there restrictions on how child care grant funding can be spent?

Visit the grant webpage to read the grant program description and Use of Funds for each grant. [Child Care Business Funding Opportunities](#)

### Should I hire someone to help me complete this grant application?

No, please contact WBDC at [childcarebusiness@ctwbdc.org](mailto:childcarebusiness@ctwbdc.org) to request assistance with your application. We have Business Advisors on hand to help.

**What documents would I need to complete my application?**

Please refer to the [grant page](#) of the application guide. WBDC has financial statement and financial projections templates on our website, which can be used if you don't have one of your own.

**How do my documents need to be saved to be submitted?**

All documents uploaded with your application should be saved as PDF files (.pdf).

The Optional Upload section allows you to upload different file types as supporting documentation, including documents, spreadsheets, presentations, and images (e.g., .docx, .xlsx, .pptx, .jpeg, .png).

**How can I verify if my program or programs are in good standing?**

Please request your letter from the CT DRS myconneCT online center: [myconneCT \(ct.gov\)](https://myconneCT.ct.gov)  
Here is a tutorial to request: [Requesting a Status Letter \(of Good Standing\) \(ct.gov\)](#)

**What should be on my enrollment/attendance report?**

Your enrollment/attendance report should show how many full-time and part-time children you had attending each month between January 2019 and October 2021. It can be a total each month by age group and does not need to include children's last names.

**Do I need a Social Security Number (SSN) to apply for a grant?**

No, you can use your Federal Employer Identification Number (FEIN), often called EIN or ITIN, instead. If you do not have an EIN, you can apply for one [here](#), or you can apply for an ITIN [here](#).

**What if I already received an Emergency Grant from the WBDC?**

If your award letter was dated or received in 2020, you may apply for this grant funding. If you are not in compliance with the terms of your Emergency Grant – Grant Agreement, contact WBDC at [childcarebusiness@ctwbdc.org](mailto:childcarebusiness@ctwbdc.org) or (203) 353-1750 x129 to learn how you can get back on track before applying.

**My program is a recipient of the technology grant, can I still apply?**

*Yes. (Note that as a technology grant recipient, you are part of our Business Incentive Program, so you do not need to apply for that program.)* If you are not in compliance with the terms of your Emergency Grant – Grant Agreement, contact WBDC at [childcarebusiness@ctwbdc.org](mailto:childcarebusiness@ctwbdc.org) or (203) 353-1750 x129 to learn how you can get back on track before applying.

**If I received funding from other sources (i.e., PPP, EIDL, OEC Stabilization Funding), does that disqualify my program?**

No, other grants or loans do not determine your eligibility. However, evaluation of your application will include your use of Stabilization Funding and how it may be used to support your current grant request.

**If I have funds/money in the bank, does that deter my chances?**

No, your account balances do not interfere with the grant process or your eligibility unless they demonstrate no financial need.

**Can I apply for the Start up Grant if I am still in the process of becoming licensed?**

Yes, IF you have submitted your OEC licensing application, the Health Department has approved your location, AND your inspection with the OEC is scheduled or has taken place with approval or second site visit needed.

**Do I need a business bank account?**

A businesses checking account is required for Expansion Grant applicants and is recommended for all 3 grants. However, if you have a personal checking account that is used for business purposes **only**, that is acceptable.

**Why does it say I am ineligible?**

Please review the question prior to receiving this message and read the eligibility guide on our website. If you believe you have received this message in error, or *submit an Eligibility Review Request Form at <https://ctwbdc.wufoo.com/forms/wbdc-child-care-grant-eligibility-review-request/>*.

**If I am ineligible, what happens next?**

Book a 1:1 session and participate in our programing to be prepared for the next round of funding opportunities, anticipated to open in February 2022.

**Can I get multiple grants this round?**

No, although you could still be eligible for the Business Incentive Program. Based on the grant program eligibility and use of funds, you cannot qualify for more than one program currently. If awarded a grant this round, you may be eligible for grants in a future round.

**What is WBDC's review and selection process?**

After an application has been successfully submitted via our online portal, the application is placed under review. If an application meets the pre-screen requirements (eligibility and complete application), the application will be move to the first of two rounds. First round – is conducted by internal evaluators and Second round – conducted by external evaluators. The results of the second and final round of scoring will provide finalists (awardees) for each grant program.

**What grants do you have available for small businesses other than child care businesses?**

Non-child care businesses are not eligible for these grants. If your business is outside the child care industry, WBDC has other grant programs available. We encourage you to learn more by visiting <https://ctwbdc.org/equity-match-grant-program/> or calling (203) 353-1750 x111.

**Why is this application so detailed and require supporting documentation?**

WBDC is a business organization that is here to support your business journey and guide you in implementing the best business practices to have access to other funding opportunities. You will find that this application, and working with WBDC, can prepare you well for accessing loans and non-pandemic grants in the future.

**How do I identify WBDC advisors or the child care team?**

WBDC's child care team email address is [childcarebusiness@ctwbdc.org](mailto:childcarebusiness@ctwbdc.org). All advising appointment confirmations and grant communications will be sent via email from [childcarebusiness@ctwbdc.org](mailto:childcarebusiness@ctwbdc.org) or [info@ctwbdc.org](mailto:info@ctwbdc.org). You may also receive a text message confirmation from (646) 506-4641 for advising appointments

If you have questions about the authenticity of the person contacting you from or on behalf of WBDC, please email or call to confirm at 203-353-1750. You can also visit our staff listing page to see our complete list of team members who could contact you: <https://ctwbdc.org/staff-and-experts/>