

ECHO Innovation Grant Program 2024 - Pilot

Community Connections for Children

GENERAL INFORMATION & GRANT GUIDELINES

This application will automatically save. You may sign out and sign back in at any time to submit before the deadline. To download this application, click the "Application Packet" button in the top-right corner.

To invite your coach, colleague, or trusted advisor to edit or view this application, click the black "Collaborate" button in the top-right corner. Enter their email address to send them an invite. Click here for assistance with the Collaborate Tool.

For further assistance with the online grant software, click this link.

ECHO Innovation Grant Program 2024 – Pilot

Minimum Grant Request: \$25,000

Maximum Grant Request: \$50,000

Application Timeline:

May 1, 2024 (12:00am) - Applications Open

May 23, 2024 (5:00pm) – Applications Close

Grant Recipients Announced: July 2024

Post Grant Reports Due: 90 Days After Project Completion

Thank you for your interest in applying to Every Child Has Opportunities (ECHO) Innovation Grant Program, a new early childhood education initiative in York County, Pennsylvania. Please read through the application guidelines ahead of submission and review the content of your application before submitting for clarity and a competitive application.

Completing all questions that apply to the project seeking funds, utilizing the template, and attaching required documents will ensure your application is not disqualified in advance of review.

All important information, including decisions, about your grant application will be communicated via email. Applicants may be contacted for additional information pertaining to their request that may impact funding selection. Emails will come from KCaples@CCCforPA.org or Administrator@GrantInterface.com.

Grant guidelines can be found at www.echoyork.org.

Background:

Every Child Has Opportunities (ECHO) is a new early childhood education initiative in York County, Pennsylvania intended to expand access to affordable, high-quality childcare. Led by Community Connections for Children and York County Economic Alliance, ECHO serves as a catalyst for innovation and collaboration and provides a blueprint for addressing the issues that limit opportunities for children, families, and early childhood educators and business owners.

Major funders include J. William Warehime Foundation, Powder Mill Foundation, United Way of York County, and WellSpan Health. Additional funders include The Kinsley Foundation and York County Community Foundation.

We are proud to launch a new grant program, ECHO Innovation Grants.

In this pilot program, grants will be awarded in the amount of \$25,000 - \$50,000. This opportunity is a direct response to the crisis in early childhood education we face as a community. In 2020, pre-pandemic, York County had 221 early childhood education providers. In three years, that number dropped to 170. Those that survived the pandemic are operating on average at 85% of typical enrollment due to teacher and workforce shortages. Early childhood education program waitlists average 50-75 children, and many have stopped adding to their lists.

The intent of the ECHO Innovation Grant is to fund new, innovative projects that support the initiative's goal of doubling the number of low-income children and families who have access to high-quality early childhood education. This grant is not to fund current operations.

This grant recognizes the critical role of early childhood education in York County, Pennsylvania.

Some areas of interest for ECHO Innovation Grants include:

- Strengthening the early childhood education ecosystem in York County.
- Increasing capacity for low-income children and families who have access to high-quality early childhood education. [Note: Low-Income is defined by existing early childhood education programs: Child Care Works (CCW), Head-Start, Early Head-Start, Pre-K Counts, and/or Asset Limited, Income Constrained, Employed (ALICE)]
- Enhancing quality of care and education at existing providers.
- Attracting and retaining qualified early childhood educators.

General Provider Eligibility:

To be eligible for the ECHO Innovation Grant, the program must meet the following

requirements at the time of application and at the time of the payment by Community Connections for Children (CCC).

- Have an early childhood education program located in York County, Pennsylvania.
- Be a full-time childcare program with a regular Department of Human Services (DHS) Certificate of Compliance OR hold an Early Head Start/Head Start, and/or Pre-K Counts OCDEL approved grant. DHS Certified School Age Child Care programs are eligible to apply.
- If DHS Certified, be designated at and meet all Keystone STARS Performance Standards associated with a STAR 2 (or higher) designation and not in a Keystone STAR suspension status. OR be a STAR 1 program that is actively working with a CCC STARS Coach to move up to a STAR 2. If you are a STAR 1, your STARS Coach will reach out directly to you with more information.
- Maintain or move up your STAR level designation during the approval and payment phase of the award. If a STAR level move-down occurs during this process, the program may no longer be eligible for the award amount. It is expected that the program will make a commitment to maintain their STAR designation.
- The provider does not owe funds for any previous OCDEL or CCC grant.
- The provider does not owe liens/liabilities to the County of York, Commonwealth of Pennsylvania, and/or federal government, including tax liabilities.
- If you are unsure if you are eligible, reach out to kcaples@cccforpa.org with questions.

Successful applicants will be able to communicate & consider most of the following:

- A clear vision of the impact their project in York County.
- A realistic sense of what it will take to execute their project successfully.
- An intent for increased capacity for low-income children and families in York County.
- A commitment to high-quality early childhood education.
- An innovative and future-focused project.

Grant Requirements and Compliance:

- This grant program is not intended to be a sustaining operating funding source for the applicant or the proposed project.
- Project expenses incurred prior to grant notification are not eligible as a grant expense.
- All Grant funds must be spent by December 1, 2024.
- Successful applicants will be asked to sign a grant contract in order to receive their initial check.
- Non-compliance with all the requirements of the ECHO Innovation Grants and the Grant Agreement will result in the provider being required to return funds to CCC.

- Funds attributed to this award must be expended within the award timeline and as specified in the signed Award Agreement.
- Programs must keep documentation of award pay-outs for their records for review by CCC and for funders who may need to review documents for auditing/monitoring purposes. Projects with a construction component require three estimates.
- All Grant-related documents must be maintained for seven years.
- **Important: Any unexpended funds must be returned to CCC.**

Examples of Innovation:

- Expanded existing location and/or footprint within York County and/or open a new facility to be, able to serve more 0-5-year-olds.
- Increased quality of care in your program, including purchasing new curriculum, higher levels of education for teachers, recreation opportunities, social-emotional, nature-based play.
- Partnerships with business, industry, K-12 schools, or workforce development organizations. Partnerships could include contracted slots, onsite ECE programs, scholarships, etc.
- New or expanded benefits for your educators. Examples include shared services to reduce administrative costs by working with other programs to reduce costs; or gap scholarships for teacher's children to be enrolled in your program.
- Innovative recruitment, hiring, onboarding and/or retention activities qualified teacher positions. Increasing the number of new early childhood educators into the system.
- Private/Public partnerships with local municipalities or government bodies.

Ineligible Use of Funds:

- Ineligible use of funds includes but is not limited to:
- Existing operations.
- Gift cards, bonuses, stipends, alcohol.
- Owner or Director compensation.
- Current payroll or payroll taxes.
- Mortgage or lease of existing Early Childhood Education space.
- Property tax payments or any other tax payments.
- Credit card or other debt payment.
- Day to day operating supplies, equipment, utilities, or administrative expenses.
- Previously incurred expenses.
- Endowments, seed money, initial funds raised for capital campaign.
- Maintenance, repairs, or major renovations to existing ECE space.

- Indirect costs not to exceed 10%.

Funding Terms:

Funding provided by the ECHO Innovation Grant Program shall not exceed \$50,000. Grant disbursement will be as follows:

- With a signed Award Agreement, funding in the amount of 50% of the total grant award will be provided to facilitate the initiation of the project. With the successful completion of an interim grant report, the remaining amount will be paid out.
- Initial full payout will be considered on a case-by-case basis.

A grant follow-up report must be completed and submitted to ECHO within 90 days of the stated project completion date. Failure to submit required interim reports or follow-up reports may disqualify you from receiving future grants and/or require you to pay back the funds in full.

Marketing:

Submission and acceptance of a grant assumes a willingness to make the project available for ECHO's use and inclusion for informational, marketing, and/or public relations purposes. This may entail social media posts, press releases to local papers and other media outlets, a feature on the ECHO website, photos, and information at event presentations by ECHO, or any of ECHO's partners.

Grant Announcements, Public Reports and Use of the Grantor's Name and Logo. If you wish to issue a press release or announcement regarding the award of this grant, you must obtain advance approval from ECHO of the press release and the date of release. You also agree to obtain advance approval from ECHO for any other use of ECHO's name or logo. Please contact the ECHO Director prior to any press release, announcement or other publication, or proposed use of its name or logo. This grant is being funded by ECHO and should be noted in any presentations or publications resulting from this grant.

Scoring Criteria:

Program Impact – 50%

- The project is innovative and future focused.
- Will increase capacity for low-income children and families in York County.
- Demonstrates a commitment to high-quality early childhood education.
- Is consistent with ECHO funding priorities.

Program Plan – 20%

- Program design and action plan are feasible and understandable.

- Clear, understandable statement of need that aligns with program's outcomes and indicators.
- Does not replicate existing services.
- Is a new or innovative approach.
- Budget is logical - proposed expenses and revenues are clear and feasible; (appropriate to total project cost; not subsidizing existing/operational expenses).
- Collaborative effort.

Agency/Project Capacity – 15%

- Agency is capable of carrying out project and is prepared to take on proposed program.
- Project is consistent with agency mission.
- Implementation timeline is reasonable.

Outcomes – 15%

- Project has measurable outcomes, indicators, and evaluation criteria in place.
- Project will have an impact that is positive and measurable.

To successfully submit your grant proposal, submit the following via the Grant Portal: ECHO Innovation Grant Program 2024 - Pilot Application, including Project Snapshot, Project Narrative, Applicant History, Estimated Impact, Short Answer Section, Funding & Support, Additional Information, Access & Inclusion, Sign & Submit Form, and signed Attestation by 5pm on May 23, 2024. And your DEI Statement, if you have one.

For more information, contact Katie Caples, ECHO Director, kcaples@cccforpa.org or 717-714-8561.

Did you read the Grant Guidelines?*

Choices

Yes

No

PROJECT SNAPSHOT

Project Title*

Character Limit: 250

Grant Amount Requested*

Minimum Grant Request: \$25,000

Maximum Grant Request: \$50,000

Character Limit: 20

Project Impact*

Please provide a *short* description, 200 words or less, of your project and the impact it will have on early childhood education.

Character Limit: 3500

Classification*

How would you classify your project? Check all that apply.

Choices

- Expanded Capacity to Serve Children
- Quality Improvement
- Development
- Workforce Retention
- Workforce Attraction
- Marketing
- Research
- Other

Project Launch Date:*

Character Limit: 10

Project Close Date:*

Character Limit: 10

Geographic Area*

Using the intersection of Interstate 83 and Route 30 as your guide, please select **each** geographic area that your project will impact.

Choices

- All of York County
- Greater/Central York
- North East York County
- North West York County
- South East York County
- South West York County
- York City
- Other

PROJECT NARRATIVE

Project Narrative*

Describe the proposed project, the audience to be served, and answer the question, how is your project innovative?

Character Limit: 10000

Dates & Locations*

When and where will the project take place? List dates and locations as appropriate in chronological order. State if provided dates/locations are confirmed, estimated, or to be determined.

Character Limit: 10000

APPLICANT HISTORY

Applicant Organization Brief History*

Character Limit: 3500

Enrollment Numbers

What was your enrollment on **January 1, 2020**? If applicable.
 What is your current enrollment, as of **April 1, 2024**? Please give enrollment figures by age group and total enrollment.
 Please place a "0" in the field if you did not have any children enrolled in that age group at the date indicated.

	Number of Infants	Number of Toddlers	Number of Preschoolers	Number of School Age
Enrollment on Jan 1, 2020				
Enrollment on April 1, 2024				

Teachers Employed

How many teachers did you employ on **January 1, 2020**?
 How many teachers do you employ as of **April 1, 2024**?
 Please place a "0" in the field if you did not have any employees in that category at the date indicated.

	Number of Lead Teachers/Group Supervisors	Number of Assistant Teachers/Assistant	Number of Directors, Assistant Directors,	Number of Support Staff (Cooks, Drivers, Administrative

		Group Supervisors	Managers, Coordinators	Staff, Receptionists)
Teachers Employed on Jan 1, 2020				
Teachers Employed on April 1, 2024				

ESTIMATED IMPACT

Please use this section to detail the anticipated impact of your project. Please estimate responses to the best of your ability.

Percentage of Low-Income Families Currently Served by Your Organization:*

Character Limit: 250

Projected Number of Children to be Impacted by Project

These numbers will be pulled for an interim and/or post-grant report; please enter a "0" for any age group your project is not going to directly impact.

	Number of Infants	Number of Toddlers	Number of Preschoolers	Number of School Age
Projected Number of Children to be Impacted by Project				
Projected Number of NEW Children to be Impacted by Project				

Early Childhood Educators to be Impacted by Project

These numbers will be pulled for an interim and/or post-grant report; please enter a "0" for any role your project is not going to directly impact.

	Number of Lead Teachers/Group Supervisors	Number of Assistant Teachers/ Assistant Group Supervisors	Number of Directors, Assistant Directors, Managers, Coordinators	Number of Support Staff (Cooks, Drivers, Administrative Staff, Receptionists)
Projected Number of Early Childhood Educators to be Impacted by Project				
Projected Number of ADDITIONAL Early Childhood Educators as a Result of Project				

Current STAR Level:*

Choices

- STAR 1
- STAR 2
- STAR 3
- STAR 4

Anticipated STAR Level by year-end:*

Choices

- STAR 1
- STAR 2

STAR 3

STAR 4

Stars Quality Coach*

Who is your Stars Quality Coach? Write their name below.

Character Limit: 200

For STAR 1 Providers

If you are currently a STAR 1 provider, what progress have you made in the STARS process? Where are you in the process?

Character Limit: 250

SHORT ANSWER SECTION

Goal/Objective*

What is the goal/objective of your proposed project and how do you plan to achieve it?

Character Limit: 3500

Steps to Execute*

List the specific steps you will take to execute the project goals.

Character Limit: 3500

Project Lead*

Who (ie. name of specific person), specifically, will lead and manage the project?*

Character Limit: 250

Project Lead's Experience*

What experience does this person have to fulfill the project goals?

Character Limit: 3500

Impact If Not Selected*

Will your project be impacted if *not* selected for funding? If so, how?

Character Limit: 3500

Scope Impact If Partially Funded*

Will the **scope** of the project change if it is only *partially* funded? If so, how?

Character Limit: 3500

Anticipated Impact on Others*

What is the anticipated impact of your project on:

- Children and families

- Your Workforce
- Community and Surrounding Employers

Character Limit: 3500

Success Measures*

How will project success be measured and documented (i.e. how will you know the project is successful?)

Character Limit: 3500

Increasing Retention*

How does your proposal increase retention of early childhood educators?

Character Limit: 3500

Partnerships, Collaborations, Services, or Affiliations*

Does the project involve partnerships, collaborations, services, or affiliations with other organizations that will strengthen the project? If so, please describe. And LIST their name(s) and corresponding role(s). If this does not apply to you, state why your project would be best positioned for success as a single organization.

Character Limit: 3500

Continued Support or Funding*

What are your considerations for continued support or funding? What are the long-term implications?

Character Limit: 3500

ECHO Innovation Grant Timing*

Why is this the right time for you to pursue an ECHO Innovation Grant?

Character Limit: 3500

FUNDING & SUPPORT

Grant Amount Requested*

Please restate your grant amount requested.

Minimum Grant Request: \$25,000

Maximum Grant Request: \$50,000

Character Limit: 20

Total Project Amount*

What is the total amount of your project?

Character Limit: 20

Total Project Budget

If your total project cost is greater than the amount you are requesting in this application, please upload your overall project budget.

File Size Limit: 6 MB

ECHO Innovation Grant Request Breakdown

For your funding request, enter each budget line item, below, along with a brief description and amount.

Projects with a construction component require three estimates for documentation purposes.

The total here should equal the Grant Amount Requested above.

Item or Service	Description	Amount

Other Funding Sources

If you have additional funding sources for your project, please list each additional funding source, along with the status (pending, committed, or received) and amount.

The sum of this table, plus the sum of the ECHO Innovation Grant Request Breakdown should equal the Total Project Amount found at the top of this section.

Funding Source	Status	Amount

Variance

If applicable, please explain how a variance between your ECHO Innovation Grant funding request and the Total Project Amount will be handled.

Character Limit: 3500

ADDITIONAL INFORMATION

Additional Information*

Is there anything else you would like us to know about your grant plans?

Character Limit: 3500

ACCESS & INCLUSION

Access & Inclusion*

ECHO fosters a climate of purposeful inclusion that values diversity of gender, age, race, ethnicity, national origin, range of abilities, sexual orientation, and socio-economic status. Please state how your project will be made accessible to all individuals who qualify for participation in the project and describe any accommodations, modifications, technologies, or services you will offer to ensure that all eligible participants experience the best possible services or outcomes.

If you have one, please submit your organization's DEI statement or policy as an attachment.

Character Limit: 3500 | File Size Limit: 3 MB

GRANT SUBMISSION

All grant materials must be submitted via this grant portal by 5 pm on May 23, 2024, including the required attachments. This grant opportunity does not utilize delivered or mailed materials.

Complete ECHO Innovation Grant Program 2024 - Pilot Application, includes Project Snapshot, Project Narrative, Applicant History, Estimated Impact, Short Answer Section, Funding & Support, Additional Information, Access & Inclusion, Sign & Submit Form, and signed Attestation. And your DEI Statement, if you have one.

QUESTIONS

If you should have any questions regarding this form or ECHO grant opportunities, contact Katie Caples, ECHO Director at KCaples@CCCforPA.org.

SIGN & SUBMIT FORM

Instructions: Please complete this section and submit as part of the ECHO Innovation Grant Program 2024 – Pilot Award application.

To be eligible to receive the award make sure the individual who signs this request has legal authority to represent the provider.

Program Provider Type:*

Choices

Center

Group

Family

Is your program funded by Pre-K Counts?***Choices**

Yes

No

Is your program funded by Early Head Start/Head Start?***Choices**

Yes

No

Is your program funded by Infant Toddler Contracted Slots?***Choices**

Yes

No

What is your business/tax status?***Choices**

Profit

Nonprofit

Government

Program STAR Level***Choices**

STAR 1

STAR 2

STAR 3

STAR 4

ATTESTATION

By signing this document, the provider certifies that all instructions were read prior to completion of this form. The provider certifies that, as of the date of this award request, this program location has a full DHS Certificate of Compliance and/or is a Pre-K Counts and/or Early Head Start/Head Start grantee in good standing with the PA OCDEL. And the provider intends to remain open and in good standing through December 1, 2024, or after, based on grant recipient's timeline, spend down, and post-grant report completion.

Signature of the Individual Who is Legally Authorized to Represent the Provider*

Please type your full name below to electronically sign this form.

Character Limit: 250

Date*

Character Limit: 10

Name*

Character Limit: 250

Title*

Character Limit: 250

Program Name*

Character Limit: 250

Street Address, City/State/Zip*

Character Limit: 250

Sole Applicant From You Organization Applying*

Confirm you are the sole applicant from your organization's staff and Board of Directors who will be applying for a grant.

Choices

YES, I am the sole applicant from my organization applying for a grant.

NO, I am not the sole applicant from my organization applying for a grant.