

FCC Expansion Guidelines

FY27 - San Francisco - Family Child Care

Grant Awards

Applications are accepted on a rolling basis through May 1, 2027.

Grants of up to \$150,000 are available. The program must cover at least 20% of the project cost.

Purpose

This funding is made possible through San Francisco's Baby Prop C and provided by the Department of Early Childhood (DEC) and is available to eligible Early Learning for All (ELFA) Qualified family childcare programs. The FCC Expansion Grant Program supports maintenance and physical improvements that expand and improve access to quality licensed ECE in San Francisco. This grant may be used to support family child care providers who are expanding from a small to a large family child care licenses in a new facility or in the currently operating facility.

Eligible Programs Must

- Be located in the City and County of San Francisco.
- Be Early Learning for All (ELFA) Qualified.
- Serve families who reside in the City and County of San Francisco.
- Possess a valid child care license and maintain compliance with all regulations from the California Department of Social Services, Community Care Licensing Department.
- Serve or plan to serve children birth to five (5) years of age.
- Provide evidence that it has control of the designated child care site for the three-year term of the grant (e.g., a lease or a deed of trust.)
- Demonstrate financial and organizational viability for the three-year grant term (e.g., business is financially well-managed). Providers may be asked to work with financial coaches depending on LIIF determination.
- Demonstrate that the project is feasible and that grant funds are necessary to undertake and complete the project; if grant funds will not meet all costs, other funds must be identified to meet the total costs of the proposed project.

Note: If the grant is to finance renovations, the applicant must have obtained or applied for all necessary permits for the proposed project and must use licensed and insured contractors for the work. If the applicant leases the site, the renovation project must be approved by the property owner prior to grant funding.

Design Standards

DEC and LIIF have an obligation to children, families, and FCC educators, to ensure family child care facilities across San Francisco are meeting the highest quality standards. The design of FCC sites should promote functionality while enabling children's creativity and learning. Therefore, DEC & LIIF have higher standards than licensing.

LIIF provides ongoing technical assistance to help grantees align with our design standards and funding requirements. We stay closely involved during planning and implementation to ensure projects meet expectations and reflect shared goals.

- Eligible programs must meet or have plans in place to meet LIIF's Design standards:
 - Where feasible, all FCCs have direct access to outdoor space for indoor/outdoor education with specific priority of appropriate and accessible outdoor space for infants.
 - Where feasible, all rooms have natural light.

In addition to the Design Standards, LIIF and DEC share a vision for high quality early childhood programs that includes the following:

- Eligible programs must meet or have plans in place to meet high-quality environment standards:
 - Indoor and outdoor environments should be furnished with equipment made of wood and other natural materials that do not contain off-gassing toxic chemicals.
 - Indoor and outdoor environments should be calming and foster learning by reducing visual stimulation by using neutral or natural colors in rugs, paint and furniture choices.
 - Outdoor spaces should use natural surfaces such as dirt, pebbles and grass, avoiding all kinds of plastic/rubber surfacing turf and avoiding large areas of cement.
 - Outdoor spaces should have shaded areas for children, ideally created by trees and plants.
 - Classroom consumables and cleaning supplies should be made from non-toxic materials.
 - Appliances located in the child care space will be electric.

With the technical assistance process provided by LIIF, programs will work to meet these standards to create high quality environments. All programs will be required to use LIIF funding exclusively for meeting quality standards, and grant amounts may be amended if programs are not able to meet the standards.

Funding Priorities

Higher priority given to:

- Facilities in alignment with the City's affordable housing plans.
- Applicants serving a greater number of low- to moderate-income* and/or CalWORKs, homeless or at-risk families, and/or enrollment of City-subsidized children.
- The facility is located in a neighborhood where there is a demonstrated shortage of licensed early care and education serving low to moderate income families.
- Greater number of early care and education spaces created and/or preserved to serve infants/ toddlers.
- Early care and education spaces to be created and/or preserved will provide specialized services for children with special physical health or mental health needs or offering non-traditional hour care.
- First time grantees.
- Higher ELFA Tier.
- Facilities located in areas with any additional demonstrated unmet community needs.

**For the purposes of this program, Area Median Income (AMI) defines low to moderate income, see table [here](#).*

Eligible Uses

Grant funds may be used for one-time capital expenses associated with the expansion of a family child care home license. Examples of eligible uses of funds include:

- Physical renovations to increase the number of child care spaces, especially infants and toddlers
- Physical renovations to meet fire department requirements for a large FCCH including but not limited to exit and fire safety upgrades
- Repairs to facility and/or facility equipment
- Convert preschool spaces to infant/toddler spaces
- Facility repairs/improvements to meet all local, state and federal health, safety or licensing requirements including space-expanding renovations and measures to improve accessibility to persons with special healthcare needs
- Outdoor play area improvements that meet the DEC and LIIF standards of creating more natural outdoor spaces
- Improvements that increase the accessibility of the program to children, parents, guardians, or staff with special physical or mental health needs
- Conversion of home appliances from gas to electric, especially when located in childcare spaces
- Upgrades to electrical systems as needed for electrification
- Any additional uses that may be identified by LIIF in collaboration with DEC

Ineligible Uses of Funds

- Day-to-day operating costs such as salaries, rent and food purchases
- Non-permanent supplies (e.g., art materials) and other consumable materials such as paint, cleaning supplies, paper, etc.

- Professional development
- Purchase or replacement of unrelated equipment e.g., technology
- Vehicle or transportation expenses
- Reimbursement of previously incurred expenses related to the proposed project
- Indirect or administrative costs

Application Process

The Expansion Grant does not support reimbursement of previously incurred expenses related to the proposed project.

In an emergency, please contact a CCFF Program Officer immediately at ccff@liifund.org.

For a list of required documents needed to prepare for the application, click [here](#).

Applicants must complete an application form and submit it along with all the required attachments to be considered for funding. Low Income Investment Fund/Child Care Facilities Fund (LIIF/CCFF) staff may request additional information as needed. An incomplete application will not be considered and will be returned to the applicant. If assistance is needed in filling out the application, please contact LIIF at ccff@liifund.org.

Upon receipt LIIF will evaluate each completed application. As part of the selection process, LIIF will conduct a site visit at a pre-arranged, mutually convenient time. Applicants will be notified by e-mail regarding acceptance or denial of their application for funding.

LIIF/DEC reserves the right, at any point in the process, to deny a facilities grant award based on funding availability and/or changing local, state, or federal policies. Applicants whose requests are not funded by DEC may contact LIIF to discuss the reason(s) for the denial. Applicants may reapply for funding in future rounds.

If a Facilities Grant is Awarded

The grantee must sign a grant agreement and must fulfill all the terms of that agreement, including but not limited to:

- Obtain a large FCCH license within one year of the issued grant
- Maintain a license in-compliance with California Department of Social Services, Community Care Licensing division
- Ensure grant expenditures are aligned with the approved budget from grant application and grant agreement
- Submit a Use of Funds Report on how the funds were used within 180 days including receipts for purchases and proof of payment to designated contractors
- Submit an Annual Status Report each year on April 30th during the three-year term of the grant
- Such other and further general provisions LIIF, DEC or the City & County of San Francisco may require (including, but not limited to applicable provisions from the City Administrative Code dealing with Disadvantaged Business Enterprise; Nondiscrimination; Minimum Compensation and the provision of Health Care coverage)

A follow-up visit will be conducted once the grant project is completed. If the grantee defaults on any of the terms of the grant agreement during the three-year term of the grant, grant funds will be due and payable to LIIF in full. If services are provided for a portion of the term, only a prorated portion of the Grant will be repayable.