



# Oregon

Tina Kotek, Governor



Oregon Department of  
**Early Learning  
and Care**

700 Summer Street NE #350  
Salem, Oregon 97301  
[DEL.C.Info@delc.oregon.gov](mailto:DEL.C.Info@delc.oregon.gov)  
[Oregon.gov/delc](http://Oregon.gov/delc)

Subject: Selection for Child Care Stabilization Grant Review

Dear Child Care Program,

In November 2021, your child care program was awarded funding by the American Rescue Plan Act, administered by the Early Learning Division, Oregon Department of Education. As of July 1, 2023, the Early Learning Division has become the Department of Early Learning and Care (DEL.C). In order to meet the federal oversight requirements of the American Rescue Plan Act related to these funds, DEL.C will review a limited number of child care programs for compliance with the requirements of the grant.

This letter informs you that your child care program has been selected for review of the Child Care Stabilization Grant. Being selected for a grant review does not imply any suspicion of non-compliance or wrongdoing on your part. Approximately 100 child care programs or 3% of all awarded child care programs were selected to participate in the review process through random sampling.

Please read this letter thoroughly for detailed instructions, additional resources, as well as your obligations as a grant recipient.

Grant Selected for Review:

Grant Application #:

Child Care Name:

License # / ERDC provider #:

Grant Amount:

Grant Start Date:

Grant End Date:

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*The Mission of the Department of Early Learning and Care fosters coordinated, culturally appropriate, and family-centered services that recognize and respect the strengths and needs of all children, families, and early learning and care professionals. **Our Vision** is that all children, families, early care and education professionals, and communities are supported and empowered to thrive.*



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To complete the review, you will use an online Stabilization Grant Review Form <https://delc.jotform.com/233027583105854> we created to guide you through the steps of reporting on each of the grant requirements below.

SCAN ME



The deadline to submit the form to DELC is March 29, 2024.

After you submit the review form, our team will evaluate the information, provide feedback, and close out the review by April 30, 2024.

The objective of the review is to ensure compliance with the following three grant requirements:

- Pay all child care staff full compensation and maintain the same benefits for the duration of the grant; and
- Use at least 20% of the total grant funds on increasing compensation of the child care staff; and
- Provide relief from copayments and tuition payments for enrolled families, to the extent possible, and prioritize such relief for families who are struggling to pay either of these fees.

**Note:** License-exempt and registered family providers that have no employees will report their grant wages and compensation increase paid to themselves as independent operators.

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We recognize that navigating the grant review for the first time may present challenges, and we are here to support you. DELC has partnered with the First Children's Finance (FCF) National Consultation Team to provide you with technical assistance throughout the review process.

SCAN ME



If you need help filling out the review form, please contact the FCF staff:

Brielle: [briellek@firstchildrensfinance.org](mailto:briellek@firstchildrensfinance.org) Tel. 612-439-9274

Casey: [caseyb@firstchildrensfinance.org](mailto:caseyb@firstchildrensfinance.org) Tel. 612-488-5420

Please note that FCF is an independent, external technical assistance provider and is not responsible for monitoring grant compliance. Your conversations with FCF as well as any information collected during the review will remain confidential. Working with FCF does not prevent you from being contacted by DELC during the review process.

Thank you in advance for your cooperation and commitment to fulfilling the federal requirements of the Child Care Stabilization Grant. If you have questions for DELC, please contact us at [ECCGrants@delc.oregon.gov](mailto:ECCGrants@delc.oregon.gov), Tel. 971-375-5045 or visit our website <https://www.oregon.gov/delc/about-us/Pages/grants-contracts.aspx#GrantReviews> for more information.

Sincerely,

Alyssa Chatterjee

Early Learning System Director

Oregon Department of Early Learning and Care

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