

ARPA FAQ's

Frequently Asked Questions



QUESTION 1; I have a staff working and paid by my company 20 hours per pay check. The remaining 60 hours is paid to the staff member through PUA. Can ARPA Funds be used to pay the 20 hours that the company is currently paying that staff ?

ANSWER: Yes. But not the 60 hours that PUA is paying the staff.

QUESTION 2 : Can I use ARPA funds to pay staff from now until the end of the year?

ANSWER: Yes. Current payroll expenses may be paid from June 1, 2021 to December 31, 2021.

QUESTION 3: Can I hire more staff using ARPA Funds?

ANSWER: Yes. However, you must not have less staff than what you originally noted in the application.

QUESTION 4: Can I use ARPA Funds to grant family discounts to private families whom are not able to pay the full tuition for their child care (due to financial hardships)?

ANSWER: Yes. But there must be documentation of the financial hardships (parent email communication to the provider asking for discount, record of late payments, etc...) with response from the center of assistance provided.

QUESTION 5; If I send a full-time employee home early due to low ratio, would I still need to pay them full-time hours?

ANSWER: Yes. You must pay any employee, regardless of full or part time status, the amount you submitted in the application. If you would like their time utilized onsite, you can have them do lesson plans, provide teaching aide (if allowed under CCLP regulations), organize files related to QRIS, clean/sanitize, perform administrative tasks and duties, etc.

QUESTION 6: Our current enrollment is lower due to summer break. Can we calculate current enrollment numbers from January through June instead?

ANSWER: Yes. You may submit the average enrollment numbers from the regular school months, from January 2021 to June 2021 (6 months).

Question 7: Can we use ARPA funds to cover CCDF's parent co-payment?

ANSWER: YES. Provider may apply to cover the co-payments of parents. On the months that the parents paid their co-payments, providers may reimburse them using ARPA funds. The months that CCDF waived the co-payments, providers may not claim ARPA funds.

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QUESTION 8: Under Phase 2: Quality. Can I use ARPA Funds to purchase a vehicle to safely transport children?

ANSWER: Yes. However, justification must be clear on how the purchase relates to quality.

Question 9: What is my limit for this grant application?

Answer: CCDF will look at provider expenses prior to Covid and any and all reasonable additional expenses as a result of the pandemic. In addition, CCDF will also consider provider's reasonable expenses to stabilize its child care program. Decisions on approved funding will be based on these considerations.

General Application Q&A's

QUESTION 10: If I have 2 different centers would I need to fill out a separate application form per center?

ANSWER: Yes. If there are 2 different business licenses, then 2 separate application per business will need to be filled out.

QUESTION 11: My school has applied for funds under PSS. However, we have not received the funds yet, but have gotten approval letter. Do we need to claim this amount in the application table?

ANSWER: Yes that information is required.

QUESTION 12: My school has applied for funds under PSS. However, we HAVE NOT received an approval letter. Do we need to claim this under the table?

ANSWER: At time of submission, if no approval letter was received by PSS, write TBD in the table and attach proposal submitted to PSS. Within 10 days of receiving approval letter, submit a copy of the approval letter to the Grant Manager, Ms. Nadia Camacho.

QUESTION 13: Can I use ARPA Funds to grant providers a wage increase?

ANSWER: Yes, but be mindful about sustainability. Funds are only good until September 30, 2023. This will impact the prevailing wage survey, and may not be sustainable. Staff may receive extra funding through a one-time bonus instead, during Phase 3: Premium Pay.

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QUESTION 14: I do not plan to use ARPA funds for personnel costs. Do I still need to declare PUA funding received by my employees on the application table?

ANSWER: Yes, that information is required.

QUESTION 15: We (The Child Care Association) are interested in securing a consultant to provide services to identify health insurance coverage and retirement benefits for employees. Are we able to use ARPA funds to pay for consultant fee?

ANSWER: Yes. Provided procurement of the consultant follows established CNMI / CCDF procurement guidelines. For example: Consultant fees above \$2,500 must provide 3 quotations. Consultant fees above \$10,000 must go through an IFB (Invitation for Bid) or RFP (Request for Proposal).

Other Reminders:

- Do not bind application and supporting documents.
- Original receipts only.
- All documents must be submitted together with the application.
- All areas of the application must be filled out, leaving no blanks.
- ARPA funds can be used to pay for Pediatric First Aid and CPR Certifications for providers. CCDF will no longer pay for this or reimburse centers.
- ARPA funds can be used to pay for the Comprehensive Background Checks or CBC. CCDF will no longer reimburse programs for this.
- Minor Renovations **MUST INCLUDE** scope of work.