



North Dakota
Child Care Facility
Improvement
Grant
2025-2027

ND Child Care Facility Improvement Grant

Introduction

HHS is pleased to offer Child Care Facility Improvement Grants, with funding from the state general funds from the 69th legislative session.

Grants will be awarded to HHS licensed family and group child care providers, child care centers, licensed preschool and school age programs.

Purpose

Child Care Facility Improvement Grants are for facilities that have been affected by ***fire, flood or severe weather damage, or structural failure.***

Note: Facility incident must have occurred after July 1, 2025

Grant Award by Provider Type

Grant awards may be for amounts smaller than the maximum shown below, depending on program needs.

Up to \$10,000 HHS Licensed Center (75 or more children)

Up to \$5,000 HHS Licensed Center (up to 74 children)

Up to \$2,500 HHS Licensed Family, Group, Preschool or School Age Program

HHS has a total of \$50,000 to award while funding is available.

Considerations for rented or leased space

If you rent or lease your space, you are eligible to apply for this grant. We strongly recommend that you discuss any needs with your property owner/manager first to ensure that:

- 1) The property owner will allow changes made to the property
- 2) If you make improvements, that the terms of the lease will not change (such as a substantial increase in rent that would force you to move) and
- 3) The property owner has no plans to sell the property within 2 years after grant award.





Pre-Application

- Complete the Microsoft Form pre-application (available on the HHS website). Below is information that will be collected on the form:
 - **Business Name**
 - **Owner**
 - **Point of Contact**
 - **Early Childhood Hub Workforce Registry ID**
 - **HHS License Number**
 - **Questions related to the incident that affected the child care program**

- HHS will review the pre-application request and notify child care program of next steps via email

Application Process

- ❑ Complete required application documents:
 - Facility Improvement Grant Worksheet (SFN 1954)
 - Facility Grant Acknowledgement Form
 - Before pictures of items to be repaired or replaced

- ❑ Log in to the [ND Early Childhood Hub](#) select and complete the *Facility Improvement Grant* application in your organization account quality dashboard.



Grant information and required application documents can be found at <https://www.hhs.nd.gov/cfs/early-childhood-services/child-care-program-grants>

Grant Spending Report

You will receive an email 45 days after your grant payment has been processed requesting you to report back about how your grant dollars have been spent.

Failure to submit the final report may result in awardee being ineligible to apply for future grants. This may also impact the other payments of public funds, and/or may be investigated for fraud.



Monitoring and Compliance

- Your licensing specialist will monitor implementation of facility improvements specified in your grant application.

Information Shared Publicly

- Upon submission, the following is public:
 - Program name and address
 - License number
 - Ages of children served
 - Award amount
- Individual provider information may be reported to authorities if grant agreements are not honored, potentially affecting **future HHS funding eligibility**

Taxes, Record Keeping and Audits

Grant Funds and Taxes

- Grant dollars are taxable income
- HHS will issue a 1099g where required by IRS regulations
- Grantees should work with tax advisors for deductions and reporting

Record Keeping and Audit

- All records, regardless of format, are subject to examination by the North Dakota State Auditor or designee
- Records must be maintained for at least 6 years after grant completion

Still have questions?

We are here to help.

Call: 701-328-2115

Email: ecsupportfunds@nd.gov

<https://www.hhs.nd.gov/cfs/early-childhood-services>

