



Child Care Solutions Fund (CCSF) Guidelines

What is the Iowa Women's Foundation?

The Iowa Women's Foundation (IWF) is a nonprofit, grantmaking foundation dedicated to expanding opportunities and promoting positive social change. Our mission is to improve the lives of Iowa women and girls through economic self-sufficiency. 2023 will be the sixth year of CCSF grants. To date, IWF awarded \$190,000 to 23 projects.

Who is eligible to receive an IWF CCSF grant?

All potential programs must be or plan to be a registered child development home, licensed child care center or preschool, or a Department of Education preschool. You must provide a certificate of registration or license with your LOI. All programs must work to increase the availability of quality, affordable child care in the state of Iowa.

What are the IWF's priorities in awarding CCSF grants?

Economic self-sufficiency for all of Iowa's women and girls is central to the mission of the Iowa Women's Foundation and to our grant programs.

The CCSF is a "field of interest" fund for grantmaking and action hosted by the Iowa Women's Foundation. In particular, this fund is designated to improve the lives of Iowa's women and girls through financial independence, specifically by improving the availability of, and access to, quality, affordable child care in Iowa. The funds in the CCSF are invested in organizations and institutions focused on innovative and sustainable strategies/solutions ensuring access to affordable, quality child care that decreases the work force gap and ultimately increases women's economic security across Iowa.

The IWF uses research to identify the biggest barriers to women's success as well as their greatest needs and encourages others, including potential grantees, to do the same.

The IWF looks to communities across Iowa to help us better understand the barriers impacting women and girls' economic security. In the summer of 2015, we met with leaders and members of 18 different Iowa communities to discuss what those barriers were and together six barriers were identified: employment, child care, housing, education/training, transportation and mentors.

The IWF returned to those 18 communities in 2016, we shared the results, interacted with the findings and identified a course of action to address one of the barriers the communities felt was the most significant—child care. To date, the Foundation is working with 50 communities across the state to shatter the barrier to child care.

Instructions for submitting a Letter Of Interest (LOI) for a CCSF grant from the Iowa Women's Foundation

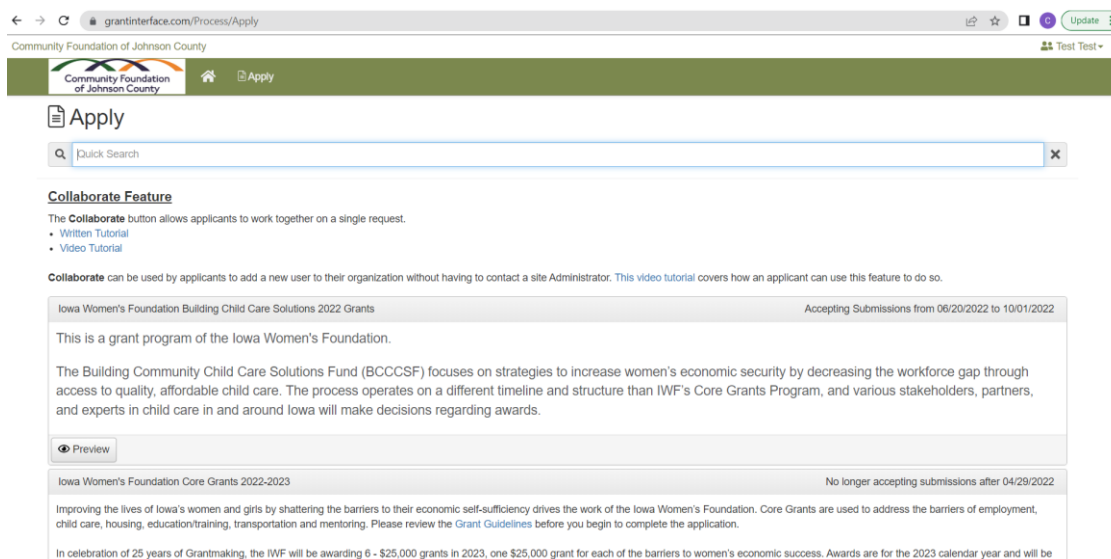
The IWF has partnered with the Community Foundation of Johnson County to provide an electronic Letter of Interest (LOI) that is easily accessible and more user-friendly. The LOI is available through the application link on the IWF website: <https://iawf.org/child-care-solutions-fund/>

Please review the Eligibility Requirements before starting an LOI, and have a copy of your registration/licensure ready to upload.

Accessing the LOI Form

The first time you use this online application program, you MUST create an account. Once your account has been established you will not have to create an account going forward. You will have the ability to update information in your account. You will create your own login and password specific to you. Make sure you jot this down for future reference.

An image of the beginning of the new application form appears below:



To get started, select the preview for “Iowa Women’s Foundation Building Child Care Solutions 2022 Grants”. This will take you to the LOI where you will be asked for contact information and a series of questions regarding the program you are proposing for funding.

PLEASE NOTE: LOIs will be accepted through July 29th at 5:00 pm. The date shown here of Oct. 1 is for those that will be moving on to the second stage and are invited to complete a full application with more details and specifics. You will be notified of your status approximately Sept. 1. If you are selected to complete a full application, you will be given access to the application form at that time.

ALL LOIs are due July 29th at 5:00 pm!

Technical Tips for completing the application form

- The character count includes spaces as well as characters.
- A user will be automatically logged out of the online system after 90 minutes of inactivity. The user will receive a warning message at 80 minutes of the pending time out.
- Please remember to regularly save your work. The system will auto save every 20 minutes.
- You may choose to prepare your response in a document outside of the online system (ie: Microsoft Word) and then copy and paste the text into the online form. If you prepare your application in this way, be sure to keep track of character limits. As noted above, character limits include spaces and characters. We recommend that you do not use formatting tools, (available in Microsoft Word) because the formatting will likely not transfer to the response area when pasted into the online system.
- It is advisable to download copies of all submitted forms to your computer.
- If you do not provide an answer for one of the required questions, you will not be able to submit your application.
- Remember to click “Submit Form” when you are finished.
- Once your application has been submitted it is no longer available for editing.

Guidance for Completing Specific Sections of the IWF Grant Application

Below are the questions that you will be asked to address in your Letter of Interest. Please be brief but concise with your answers. You may not have all the details ironed out just yet, that's ok. Be as thorough as you are able so our reviewers can get a solid idea of your program, how you are filling your specific need, and the funds needed to meet the need.

All proposals MUST show that you are increasing the number of child care spaces to be selected for the next step in the funding process.

- What is the mission of your organization?
- Clearly state the need for the project you are proposing for funding.
- What are your plans to meet this need?
- Estimated total amount budgeted for the entire project?
- Estimated amount requested from IWF?
- How will the requested funds from IWF be used?

You must upload a copy of your child care registration or license, or documentation noting you are a Department of Education preschool to be eligible.

When is the LOI deadline?

All LOIs must be submitted no later than 5:00 pm CDT, Friday, July 29, 2022.

Statewide Information Session

The IWF will host two Statewide Information Sessions on Tuesday, June 28, 2022. One session will be held at 9:00 am and the other will be held at 6:00pm. Please email ann@iawf.org by Monday, June 27 for a zoom link for the session you are planning to attend.

When will I hear if our application is successful or not?

All applicants will be notified of their status by early September. Those moving to the next stage will be asked to complete a full application which will be due October 7th.

Questions?

Please consult the IWF website: <https://iawf.org/child-care-solutions-fund/> or send an email to: dawn@iawf.org or ann@iawf.org or give us a call: 319-774-3813.

Note that January 1 is the earliest funding will begin. IWF grants are generally awarded for one year unless special circumstances warrant otherwise.

Important Tips:

- Check all spelling carefully.
- Check your math.
- Pay attention to the limit on number of characters allowed in each section. Once the character limit has been made, we will not see the rest of your information.
- Questions are welcome, please call (319-774-3813) or email as noted above.
- Incomplete LOIs will not be considered.

Key dates for the 2022-2023 IWF's CCSF grant cycle

June 2022	Letters of Interest period opens
Friday, July 29, 2022	Letters of Interest must be submitted by 5pm CDT
September 2022	Applicants notified of status
October 7, 2022	Full applications must be submitted by 5pm CDT
November 15, 2022	Grants awarded
January 2023	Checks presented for first half of grant
July 14, 2023	Mid-year report due and second half of grant sent
January 12, 2024	Year-end report due

CCSF Information Session: June 28th – 9:00 am and 6:00 pm. Please RSVP to ann@iawf.org to receive the Zoom link to attend.