



Economic Development
 800 4th Avenue East
 West Fargo, ND 58078
 701-515-5340

Child Care Facility Improvement Grant for Workforce Development Eligible Items Worksheet

Provider Type	Potential Capacity	Maximum Award Amount
In-Home Child Care	7 Children	\$7,500
Group Home Child Care	20+ Children	\$10,000
School Age Center	20 + Children	\$20,000
Early Learning Centers	20+ Children	\$50,000
Infant Room*	8 infants	\$15,000

*Only child care centers are eligible for Infant Room Improvement Award.

*Infant Room Improvement can be awarded in addition to a center's maximum award amount.

Application & Supporting Documentation

- Application available on www.westfargond.gov
- Applicants must attach eligible items worksheet as a supporting document
- Applicants may only complete either Worksheet 1 or Worksheet 2 based on provider type.
- Applications will be reviewed by the Economic Development division
- All applicants will be scored on a rubric based on the following ranked priorities:
 1. Increase infant capacity
 2. Increase capacity for children ages 1-4
 3. Meet licensing requirements, health code, and fire regulations
 4. Increase capacity for children ages 5-12
 5. Meet the standards of best practices

Grant Award

Grant funding will be awarded upon completion of a project. Applicants must provide verification of all project costs including copies of all paid invoices before funds can be disbursed.

Eligible Items Requirement Key

LR - License Requirement

HC - Required by Health Code

FR - Fire Requirement

BP - Best Practice

Quote Required – An itemized price quote must be provided by a contractor or other applicable professional.

WORKSHEET 1 - Eligible items for in-home and group home childcare. Total request must not exceed maximum award amount listed on page 1			
Section A - Facility or Capital Expense			
Req.	Items	Maximum Amount Allowable	Requested Amount
LR, HC	Paint and wall repair	\$2,000 Quote Required	\$
LR	Flooring repair	\$2,000 Quote Required	\$
LR	Repairs to fencing, gates, and/or handrails	\$2,000 Quote Required	\$
LR	Door replacement	\$400 Quote Required	\$
LR, HC	Washer or dryer	\$200	\$
LR, HC	Dishwasher	\$200	\$
LR, HC	Refrigerator	\$350	\$
SECTION A TOTAL			\$
Section B - Equipment or Supplies			
Req.	Items	Maximum Amount Allowable	Requested Amount
LR	Indoor gates	\$500	\$
LR	Restroom including sink, toilet, and/or toilet adapters	\$750 Quote Required	\$
LR	Shelving for children's personal belongings	\$750	\$
LR	Cribs, changing tables, cots, non-porous mats for sleeping	\$1,000	\$
LR, HC	Food storage	\$500	\$
LR	Child-sized equipment including tables, chairs, shelving, etc.	\$500	\$
SECTION B TOTAL			\$
Section C - Safety			
Req.	Items	Maximum Amount Allowable	Requested Amount
BP	AED(s)	\$2,500	\$
LR, FR	Fire extinguisher(s)	\$500	\$
LR, FR	Exterior hazard repair for outdoor play area or surface, fire exits, steps, etc.	\$3,000 Quote Required	\$
LR	First-aid kit(s)	\$200	\$
LR, FR	Smoke detector(s)	\$200	\$
BP	Lockdown kit(s)	\$500	\$
LR	Infant monitors for sight and/or sound	\$250	\$
SECTION C TOTAL			\$
Section D - Activity Equipment			
Req.	Items	Maximum Amount Allowable	Requested Amount
LR	Outdoor play materials including sandbox, backyard metal swing set, etc.	\$800	\$
TOTAL REQUEST TO BE ENTERED INTO ONLINE APPLICATION – SUM OF SECTIONS A-D			\$

WORKSHEET 2 - Eligible items for early learning and school-aged child care centers.			
Total request must not exceed maximum award amount listed on page 1			
Section A - Facility or Capital Expense			
Req.	Items	Maximum Amount Allowable	Requested Amount
LR, HC	Paint and wall repair	No Max. Quote Required	\$
LR	Flooring repair	No Max. Quote Required	\$
LR	Repairs to fencing, gates, and/or handrails	No Max. Quote Required	\$
LR	Door replacement	No Max. Quote Required	\$
LR, HC	Washer or dryer	\$1,000	\$
LR, HC	Dishwasher	\$1,500	\$
LR, HC	Refrigerator	\$2,500	\$
SECTION A TOTAL			\$
Section B - Equipment or Supplies			
Req.	Items	Maximum Amount Allowable	Requested Amount
LR	Indoor gates	\$2,000	\$
LR	Restroom including sink, toilet, and/or toilet adapters	No Max. Quote Required	\$
LR	Shelving for children's personal belongings	\$4,000 Quote Required	\$
LR	Cribs, changing tables, cots, non-porous mats for sleeping	\$4,000	\$
LR, HC	Food storage	\$2,000	\$
LR	Child-sized equipment including tables, chairs, shelving, etc.	\$7,500	\$
BP	Area carpets	\$1,000	
SECTION B TOTAL			\$
Section C - Safety			
Req.	Items	Maximum Amount Allowable	Requested Amount
BP	AED(s)	\$5,000	\$
LR, FR	Fire extinguisher(s)	\$850	\$
LR, FR	Exterior hazard repair for outdoor play area or surface, fire exits, steps, etc.	No Max. Quote Required	\$
LR	First-aid kit(s)	\$500	\$
LR, FR	Smoke detector(s)	\$500	\$
BP	Lockdown kit(s)	\$500	\$
BP	Security control access	\$10,000	\$
LR	Infant monitors for sight and/or sound	\$500	\$
SECTION C TOTAL			\$

**WORKSHEET 2 - Eligible items for early learning and school-aged child care centers.
Total request must not exceed maximum award amount listed on page 1**

Section D - Activity Equipment			
Req.	Items	Maximum Amount Allowable	Requested Amount
LR	Outdoor play materials including sandbox, backyard metal swing set, etc.	\$1,500	\$
BP	Commercial outdoor play equipment including climbing equipment, swings, slides, tunnels, etc.	\$7,500	\$
SECTION D TOTAL			\$
TOTAL REQUEST TO BE ENTERED INTO ONLINE APPLICATION – SUM OF SECTIONS A-D			\$

WORKSHEET 2- Eligible items for early learning and school-aged child care centers – INFANT ROOM			
Total request in Sections E-H must not exceed \$15,000			
Section E - Facility or Capital Expense			
Req.	Items	Maximum Amount Allowable	Requested Amount
LR, HC	Paint and wall repair	No Max Quote Required	\$
LR	Flooring repair	No Max Quote Required	\$
LR	Repairs to fencing, gates, and/or handrails	No Max Quote Required	\$
LR	Door replacement	No Max Quote Required	\$
SECTION E TOTAL			\$
Section F - Equipment or Supplies			
Req.	Items	Maximum Amount Allowable	Requested Amount
LR	Indoor Gates	\$1,500	\$
LR	Restroom including sink, toilet, and/or toilet adapters	No Max Quote Required	\$
LR	Shelving for children's personal belongings	\$4,000 Quote Required	\$
LR	Cribs, changing tables, cots, non-porous mats for sleeping	\$3,500	\$
LR, HC	Food storage	\$2,000	\$
LR	Infant and toddler sized equipment including tables, chairs, high-chairs shelving, etc.	\$500	\$
BP	Area carpets	\$1,500	\$
SECTION F TOTAL			\$
Section G - Safety			
Req.	Items	Maximum Amount Allowable	Requested Amount
LR	Infant monitors for sight and/or sound	\$250	\$
SECTION G TOTAL			\$
Section H - Activity Equipment			
Req.	Items	Maximum Amount Allowable	Requested Amount
LR	Indoor infant mobile activity	\$1,500	\$
BP	Outdoor play materials including sandbox, backyard metal swing set, etc.	\$7,500	\$
LR	Educational learning play equipment including blocks, books, sensory items	\$1,000	\$
SECTION H TOTAL			\$
TOTAL REQUEST TO BE ENTERED INTO ONLINE APPLICATION – SUM OF SECTIONS G-H			\$