

CHILD CARE CAPITAL CONSTRUCTION FUNDING PROGRAM - PASS/FAIL SCORING MATRIX						
Pass/Fail Questions		Response Field Type	Documentation Required	Pass	Fail	Score (P/F)
1	Prequalification Requirement - For Not-for-Profit Applicants Only					
	a) What is the organization's SFS Vendor ID?	Single Line of Text	Application Reviewer to reference NYS DOS & SFS for Verification of Information	Legal name of applicant, and d/b/a if applicable, is on file in DOS AND Grantee is registered and was Prequalified in SFS on the date the CCCCFP Application was submitted.	Applicant was not registered and Prequalified in SFS the day the application was submitted.	
	b) Was the Organization Prequalified on the date they submitted their CCCCFP Application?	Y/N				
	c) Does the Organization name on the CCCCFP application correspond to the legal name that is on file with the Department of State and SFS?	Y/N				
2	Project Location Eligibility					
	a) Does the organization own the project location under their legal name on file with DOS and not a parent or affiliate?	Y/N	Deed or Certificate of Municipal Site Control	Applicant has provided a deed, lease or Certificate of Municipal Site Control. Note: the name on the deed or lease must match DOS filing.	Site control documentation has not been provided or the name on the Deed or Lease does not match applicant organization's filing with DOS.	
	b) Does the organization lease the project location under their legal name on file with DOS and not under a parent or affiliate?	Y/N	Lease			
	c) If the project location is leased, does the term of the lease extend to the required 8 years from the date of the application as noted in the RFA?	Y/N	Lease	Lease term extends to at least eight years from the date the Application was submitted.	Lease term does not extend to at least eight years from the date the Application was submitted	
	d) If the project location is leased, and the lease references riders, attachments, exhibits and/or amendments, have those be submitted with the lease?	Y/N	Additional leasing documentation	Riders, attachments, exhibits and/or amendments referenced in lease have been provided.	Riders, attachments, exhibits and/or amendments are referenced within the lease but not attached to application	
	e) If the project location is leased, has landlord approval, on formal letterhead of landlord or leasing agent, been provided?	Y/N	Landlord approval	Landlord approval was submitted, on formal letterhead and signed by landlord or leasing entity.	No landlord support provided	
	f) If applicable, did they describe how any other entities or programs at the project location may benefit from the project (e.g. other organizations within the same building, landlord, sublessor, etc.)	Paragraph Text	NA	Applicant indicates there are no other entities or programs that will benefit OR the benefit accrued is de minimis and applicant and/or the other applicant programs that will benefit are eligible programs.	Applicant indicates other entities or ineligible programs will receive a substantial benefit (e.g. roof / HVAC /elevator project will benefit all entities or other ineligible programs in building/ at project location)	
	g) If the project location is to be acquired by the Applicant prior to their construction project, is a contract of sale provided and signed by the same legal name as the Applicant organization?	Y/N	Contract of Sale	Signed contract of sale is in the same legal name of the applicant organization	No contract of sale was provided or the purchaser listed on the contract of sale is not the applicant organization.	
3	Project / Project Cost Eligibility					
	a) Will some or are all of the project's equipment purchases or construction costs be incurred after April 1, 2025?	Y/N	NA	Applicant answers Y	Applicant answers N	
	b) Is the project submitted an eligible project as defined in Section Two of the RFA?	Y/N	NA	Applicant answers Y	Applicant answers N	
	c) Will the Organization be incurring and making payment of all project costs under the Organization's legal name and will these costs be incurred from a vendor authorized to do business in NYS?	Y/N	NA	Applicant answers Y	Applicant answers N	
5	Project Finance Eligibility					
	a) Is it the case that the project costs to be submitted for reimbursement will not require any long-term financing or accrual of long-term debt (over 1 year old)?	Y/N	NA	Applicant answers Y	Applicant answers N	
	b) Is it the case that the proposed grant funded project will not include tax credits, or is 100% segregated from any tax credit structures?	Y/N	NA or Various	Applicant answers Y	Applicant answers N	
	c) Did they submit documentation that indicates that their organization has the funds necessary to complete the project?	Y/N	Financial Documentation	Documentation provided	No documentation provided	
	d) Does the Applicant agree, if selected for processing, to meeting the requirements for a Grant Disbursement Agreement within twelve months of the date of the Grant Award Letter?	Y/N	NA	Applicant answered Y	Applicant answered N	
6	Organization Eligibility					
	a) Is the organization a licensed child day care center (GDC or DCC) or a registered school age child care (SACC) program or an Article 47 permitted program? If so, did they provide their facility ID#?	Single Line of Text/Check Box	N/A	Facility ID provided for current licensed/registered/permitted programs.	Facility ID not provided or incorrect	
	b) Is the organization proposing a new child care center program that will be licensed within six months of the completion of this project, as defined by when the Certificate of Occupancy is issued?	Y/N	NA	Applicant answers Yes or question not applicable.	Applicant answers No	

CHILD CARE CAPITAL CONSTRUCTION FUNDING PROGRAM - PROJECT VIABILITY SCORING MATRIX						
Project Viability Question		Response Field Type	Documentation Required	Scoring Guidance	MAX score	Score
Project Description & Support for Project Costs					3	0
1	a) Title of their project (1 sentence)	Single Line of Text	NA	N/A	3	
	b) Short project description (8-10 sentences)	Paragraph Text	NA			
	c) What is the total estimated cost of their project?	\$	NA			
	d) What is the percentage of their estimated total project cost (TPC) for which they are requesting funding (Minimum \$500k, Maximum \$5,000,000)?	\$	NA	Amount requested is 90% or more of TPC = 3; Amount requested is 60-89% of TPC = 2; Amount requested is 40-59% = 1		
Financial Review					30	0
1	Has the applicant provided detailed project budget, eligibility of costs and supporting documentation (quotes, proposals, estimates, etc.) to support the entire project?	Y/N	Quotes, proposals, Estimates	Reviewer will assess documentation provided and will assign 0 to 10 points: 10 points if all costs of the project budget are supported by professional cost estimates not greater than six months old. 7 points if most costs of the project budget are supported by professional cost estimates not greater than six months old. 5 points if some costs of the project budget are supported by professional cost estimates not greater than six months old. 0 points if no professional costs estimates are provided or if they are all greater than six months old.	10	
2	a) What is the amount of their estimated total project cost that will not be funded by grant amount requested?	\$	NA	N/A	10	
	b) Has the applicant provided evidence of additional funding?	Y/N	Bank Statements, Budget	Reviewer will assess documentation provided and will assign 0 to 10 points: 10 points for evidence of all additional funding needed to complete the project. 7 points for evidence of some funding to complete the project, with a plan to secure remainder. 5 points for evidence of some funding to complete the project, and no plan to secure remainder. 0 points for no evidence of funding to complete the project or evidence of tax credit involvement.		
3	What is the percentage of project costs will be funded by other funding sources have been secured and committed to the project as documented by a bank statement under the organization's legal name. If no additional funding needed - please answer 100%	%	Bank Statements	If 100% = 10; If between 75-99% = 7; If between 50-74% = 5, if between 25-49% = 3, if under 25% = 1	10	
Construction Readiness					8	0
1	What are the construction start and end dates for the proposed project?	Text	na	Reviewer will assess documentation provided and will assign 0 to 2 points: 2 points if the project start date is prior to 12/31/2026. 1 point if the project start date is after 1/1/2027. 0 points if no timeline is given or the project completion date is prior to 4/1/2025.	2	

1. Project Viability

CHILD CARE CAPITAL CONSTRUCTION FUNDING PROGRAM - PROJECT VIABILITY SCORING MATRIX						
Project Viability Question		Response Field Type	Documentation Required	Scoring Guidance	MAX score	Score
2	Have any of the project costs already been incurred?	Y/N	Disbursement Schedule	Reviewer will assess documentation provided and will assign 0 to 2 points: 2 points if no costs have been incurred; the cost were incurred after 4/1/2025; 1 point if some costs incurred to date meet the RFA standards for eligibility. 0 points if none of the costs incurred to date meet any eligibility requirements as listed in the RFA.	2	
3	Has any State or local government agency reviewed the project under the State Environmental Quality Review Act (SEQRA)?	Y/N/NA	if No or Na - none	Reviewer will assess documentation provided and will assign 0 to 2 points: 2 points if project does not require local SEQRA action or is NA 0 points if project is likely to require local action, but applicant indicated No or NA	2	
			if Yes - various	Reviewer will assess documentation provided and will assign 0 to 2 points: 2 points if the Application indicated Yes and provided documentation 1 point if the Application indicated Yes and also indicated local review in process. 0 points if the Application indicated Yes, but provided no additional information.		
4	a) Are any environmental or regulatory permits required for the project as indicated by the application?	Y/N/NA	if No or Na - none	Reviewer will assess documentation provided and will assign 0 to 2 points: 2 points if the project does not require additional permits. 0 points if project is likely to require additional permits but applicant indicated No or NA.	2	
	b) If they are required, does the applicant indicate whether they have been secured? If not secured, does the application indicate why?		if Yes - various	Reviewer will assess documentation provided and will assign 0 to 2 points: 2 points if the Applicant indicated Yes and provided further information. 0 points if the Applicant indicated Yes but provided no further information.		
TOTALS					41	0

CHILD CARE CAPITAL CONSTRUCTION FUNDING PROGRAM - PROJECT IMPACT SCORING MATRIX						
Project Impact Questions		Response Field Type	Documentation Required	Scoring Guidance	MAX score 17	Score
1	Did the Applicant describe any other special characteristics (see Section 2.1 definition) of their current or intended client population in terms of protected classifications that will be served by their project, and attach any applicable supporting documentation to their application?	%	Supporting Documentation	Characteristic described is a protected class under the NY Human Rights Law (race, color, national origin, religion, sex, familial status, disability, age, marital status, military status, sexual orientation, gender identity and expression, and source of income) and supporting documentation is provided= 2; characteristic described is not a protected class but supporting documentation was provided = 1; characteristics have not been described and supporting documentation was not provided = 0	2	
2	What percentage of their intended target population shares the special characteristics they described above will be served by the project? If program is not open, what percentage of their proposed intended population sharing the special characteristics mentioned above will be targeted in marketing the new program?	%	NA	Over 50% = 3; 25-49% = 2; 1-24% = 1; Less than 1% = 0	3	
3	How did they calculate the percentage for question 2 above, including any external data used, and/or their organization's relevant data collection processes and length of time they have consistently maintained this data for programmatic decision and reporting purposes	Paragraph Text	NA	Response is highly supported with reliable external or internal data collected by applicant and used to make programmatic decisions and for reporting purposes by applicant = 3; Somewhat supported but lacking reliable external data or a consistent robust internal data collection process = 2; minimally supported = 1; Not supported = 0	3	
4	How many child care slots do they anticipate will be directly impacted/served by their project? (Application Section 2, question 2 or 3)	#	NA	More than 250=3; between 100-249=2; between 1-99=1; Less than 1 = 0	3	
5	How did they calculate the number of child care slots, including any external data used, and/or their organization's relevant data collection processes and length of time they have consistently maintained this data for programmatic decision and reporting purposes	Paragraph Text	NA	Response is highly supported with reliable external or internal data collected by applicant and used to make programmatic decisions and for reporting purposes by applicant = 3; Somewhat supported but lacking reliable external data or a consistent robust internal data collection process = 2; minimally supported = 1; Not supported = 0	3	
6	Did they describe any barriers their client population faces, (or their proposed target population if not yet open), in availing themselves of the services to be provided through their project (e.g. geographic distance or lack of public transportation, internet, etc.), and how their organization plans to help the client population overcome these barriers and/or engages or will engage in aggressive outreach to target population.	Paragraph	NA	No barriers - project location is firmly imbedded within target client population through geographic proximity and extensive outreach by applicant = 3; Some barriers but there is a demonstrated plan to help client population overcome these barriers and extensive outreach plan = 2; Some barriers but will not overly prohibit services from being rendered to client population = 1; Some barriers but there is not demonstrated plan to help client population overcome these barriers and extensive outreach plan = 0	3	
TOTALS					17	0

CHILD CARE CAPITAL CONSTRUCTION FUNDING PROGRAM - PROJECT NEED SCORING MATRIX

					MAX score	Score
Project Need Questions	Response Field Type	Documentation Required	Scoring Guidance			
					42	0
1	What was the described critical need of child care slots that their project will address.	Paragraph Text	NA	Critical need(s) described not currently available at all to intended population = 3; Need described are only moderately available to intended population = 2; Need described are widely available to intended population = 1; Critical need not described as a available to intended population= 0	3	
2	How did they assess the critical need(s) described in question 1 above that will be addressed by their project. Please include any external data used, (e.g., community surveys, etc.) and/or their organization's relevant data collection processes and number of years they have consistently maintained this data for programmatic decisions and reporting purposes.	Paragraph Text	NA	Response is highly supported with reliable external or internal data collected by applicant and used to make programmatic decisions and for reporting purposes by applicant = 3; Somewhat supported but lacking reliable external data or a consistent robust internal data collection process = 2; Minimally supported = 1; Not supported = 0	3	
3	How did they describe how their project will address the critical need(s) they describe in question 1 above.	Paragraph Text	NA	Response supports that the project will highly address critical needs = 3; Project will moderately address critical needs = 2; Project will minimally address critical needs = 1; Project does not address critical needs = 0	3	
4	a) REDC Desert Level (Reviewer to enter project location into Desert Level map)	OCFS will input	NA	Reviewer will look up the REDC Desert Level using the map on the OCFS website: https://ocfs.ny.gov/programs/childcare/data/#provider-data/ High (>=68.0%) = 15; Medium (64.0-67.9%) = 10; Low (<=63.9%) = 5	15	
	b) Desert Level (Reviewer to enter project location into Desert Level map)	#	NA	Reviewer will look up the Desert Level using the map on the OCFS website: https://ocfs.ny.gov/programs/childcare/data/#provider-data/ High = 3; Medium = 2; Low = 1; No Desert = 0	3	
5	What is the number of classrooms by type (infant/toddler, non-infant/toddler) of the projected new slots?	#	NA	<p><u>For DCC/GDC projects:</u> 5 for projects estimated to create one non-infant/toddler classroom, 10 for two non-infant/toddler classrooms or one infant/toddler classroom, 15 for three non-infant/toddler classrooms or two infant/toddler classrooms. Zero for projects that do not create additional classrooms.</p> <p><u>For SACC projects:</u> 5 for projects estimated to create one classroom, 10 for two classrooms, 15 for three classrooms. Zero for projects that do not create additional classrooms.</p>	15	
TOTALS					42	0

S#	Section	MAX score	Score
1	Project Viability	41	0
2	Project Impact	17	0
3	Project Need	42	0
TOTALS		100	0

Total Score