



REQUEST FOR APPLICATIONS (RFA):

Childcare Subsidy Grant

DATE OF ISSUE: December 1, 2025

DEADLINE: Applications will be accepted and reviewed on a rolling basis until funds have been exhausted. Applications are not a guarantee of award.

INTRODUCTION

Since 1991, Family League of Baltimore (Family League) has been the designated Local Management Board for the City of Baltimore. Family League's mission statement is: *Family League works collaboratively to support data-informed, community-driven solutions that align resources to dismantle systemic barriers that limit the possibilities for children, families, and communities.*

Family League's work seeks to dismantle systemic barriers that limit the possibilities for children, families, and communities. We focus on four priority Results Areas: Cradle to Career Education, Healthy Families, Economically Secure Families, and Safe and Thriving Families.

As a careful steward of the funds awarded by the City, the State of Maryland, and federal and private entities, Family League braids its resources together to maximize the impact of each dollar invested in support of these results areas. We leverage these resources to serve Baltimore's children, youth, and families through our participation as a convener, implementation lead, or partner in numerous collaborative spaces.

PROJECT DESCRIPTION

On October 1, 2025, the United States federal government shutdown. Although the federal government was shut down, certain federal employees and federal contractors whose roles were deemed essential were still required to report for work in person. This action has created barriers to financial stability for Baltimore federal workers and contractors.

At the same time, the federal government shutdown created a disruption in payments and benefit amounts to families eligible for the Supplemental Nutrition Assistance Program (SNAP), formerly known as "Food Stamps."

Mayor Brandon Scott invested over \$4.68 million to Baltimore residents impacted by the federal government shutdown. As part of that investment, the City allocated \$1 million to support the childcare needs of Baltimore residents who are (1) federal employees or contractors who were required to work in person without being paid or (2) eligible for SNAP benefits.

Through a partnership with the Mayor's Office of Children and Family Success (MOCFS), Family League of Baltimore (Family League) will provide up to \$2,500.00 per month to licensed childcare providers, while funding is available. To access these funds, eligible families will apply to Family League for funding to support their childcare tuition costs for the month of November, up to \$2,500.00 per family. The request cannot exceed \$2,500.00 and cannot exceed the total cost of November 2025's childcare tuition. Upon review and approval of the application, Family League will collaborate with the identified childcare provider to determine eligibility. If the childcare provider is determined to be eligible and funding is available, Family League will contract with and provide the funding directly to the identified licensed childcare provider.

GRANT TERMS & APPLICANT ELIGIBILITY

The contract period for this grant is **November 1, 2025 – December 31, 2025**.

Two groups of individuals can apply for this opportunity:

1) Federal employees or contractors who were furloughed during the month of November 2025 but were required to report for work in-person

To apply, interested individuals must:

- Be a resident of Baltimore City
- Be a federal employee or federal contractor who was furloughed in November 2025, but was considered essential and was required to report for work in-person.

Individuals or families must show proof of:

- Furlough and daily in-person reporting requirements;
- Childcare tuition costs; and
- Child(ren)'s enrollment and active participation with the same licensed childcare provider for at least 3 consecutive months prior to November 1, 2025 (August, September, and October).
- Respond fully to all questions, submit all required supplementary documentation, and respond to any Family League questions within three business days of dated communication

2) Families who are eligible for Supplemental Nutrition Assistance Program (SNAP) benefits

To apply, interested individuals must:

- Be a resident of Baltimore City;
- Be eligible to receive Supplemental Nutrition Assistance Program (SNAP) benefits.

Individuals or families must show proof of:

- SNAP eligibility;
- Childcare tuition costs; and
- Child(ren)'s enrollment and active participation with the same licensed childcare provider for at least 3 consecutive months prior to November 1, 2025 (August, September, and October).
- Respond fully to all questions, submit all required supplementary documentation, and respond to any Family League questions within three business days of dated communication

As Family League will be contracting with and providing the funding directly to the childcare providers, certain documentation will be needed prior to Family League sending the payment(s) to the provider. Documents that will be required from the provider include:

- Copy of their valid, non-expired Maryland State Department of Education Child Care Center or Family Child Care Home license, which is currently in good standing;
- If registered as a corporate entity, limited liability company, or partnership, copy of Certificate of Good Standing from Maryland Department of Assessment & Taxation dated within the past 30 days. Certificates can be found here:

<https://dat.maryland.gov/businesses/pages/internet-certificate-of-status.aspx>

(Note: a copy of the actual certificate is required; screenshots of the SDAT status page are not acceptable substitutes.);

- Electronic Funds Transfer (EFT) Form with voided check or bank account confirmation letter;
- W-9 Form (Signed & Dated in 2025)

Please Note: Names must be the same on all documents.

SUBMISSION REQUIREMENTS

Applicants are required to submit proposals through FUNDINGtrack, Family League's online grants management system accessible through <https://flb.fluxx.io>. Submission must be completed by the date and time specified in this RFA and in the FUNDINGtrack application. The deadlines will be strictly enforced. It is the responsibility of the applicant to ensure that the application process is completed by the deadline. Hard copies, emailed copies, and late submissions will not be accepted. Furthermore, Family League reserves the right, at its sole and absolute discretion, to amend or modify any provision of this RFA, or to withdraw this RFA at any time prior to the contract award. Family League shall not be bound by or liable under this RFA and/or any response thereto until a final written contract has been executed by Family League and the grantee incorporating the terms and conditions of the award.

Registration

All applicants must be registered in FUNDINGtrack. For this grant, there are two registration buttons: (1) **Childcare Applicant** and (2) **Childcare Provider**. Both links can be found on the portal's home page, found here: <https://flb.fluxx.io>. Applicants will receive login credentials via email within **one business day** of submission of the registration form. **Applicants are highly encouraged to register early; no extensions will be granted due to lack of timely FUNDINGtrack registration.**

Organization Information and Documentation

The Organizational profile enables all registered users of FUNDINGtrack to provide the key business (if applicable) or individual contact information needed from applicants. All registered users should fully complete the requested information and upload the due diligence documentation required in this RFA.

Help Using the Online Application

For questions or problems, contact the Help Desk at support@familyleague.org, Monday through Friday, 8:30 am to 4:30 pm.

Pre-Application Submission Questions

To address common questions and concerns, Frequently Asked Questions (FAQ) and corresponding responses will be posted on Family League's website, www.familyleague.org.

Applicants should review that document and address additional questions to childcaresubsidygrant@familyleague.org.

Funding Guidelines

Please be sure that the amount requested:

- Matches the tuition amount paid to a licensed child care provider in November 2025
- Does not exceed \$2,500.00

REVIEW AND SELECTION PROCESS

Funds will be accepted and reviewed on a rolling basis. Funding will be awarded on a first-come, first-served basis to applicants who have submitted all required documentation and, as applicable, responded to Family League requests for updates.

Announcement

Funding will be awarded until the available funds have been exhausted.

GENERAL TERMS AND CONDITIONS

Award of Funds

The submission of an application does not, in any way, guarantee an award. Family League is not responsible for any costs incurred related to the preparation of an application in response to this RFA. Family League reserves the right to withdraw an award prior to execution of a contract with a grantee at its sole and absolute discretion.

Contract Terms

All grantees must comply with all terms and conditions applicable to contracts executed with Family League. By submitting an application to this RFA, applicants attest that they have read all terms and conditions identified in this document.

Additional Funder Considerations

If selected, any additional terms and conditions imposed by Family League's funders following the release of this RFA shall become a part of the contract between the grantee and Family League.

Key Dates and Deadlines

DATE	TASK
December 1, 2025	RFA Released
December 1, 2025	Question & Answer Posted
Rolling	Application Due Date
Rolling	Technical Review & Cure Period
Rolling	Application Review
Rolling	Notification of application status