

**Memorandum of Agreement
Investing in Iowa's Child Care Funding Supports**

I _____, owner/operator of _____ child care facility agree to the following:

Funding received by the Iowa Department of Human Services must follow these requirements:

Funding received shall not be used for any of the following:

- Structural changes to the foundation, roof, floor, exterior, or load bearing walls of a facility
- To extend a facility to increase its floor area
- Extensive alteration of a facility that changes its overall function or purpose
- Purchase of land or buildings

Outdoor play equipment must be developmentally appropriate and should follow the recommended guidelines from the National Program for Playground Safety as listed below. Fall surfacing is an allowable expense.

- Ages: 6 months - 23 months
 - Appropriate play areas for this group should provide places to crawl, stand, and walk.
- Ages: 2-5 years
 - Appropriate play areas for children ages 2 - 5 could include: areas to crawl; low platforms with multiple access such as ramps and ladders; ramps with pieces attached for grasping; low tables for sand, water and manipulation of materials; tricycle paths with various textures; flexible spring rockers; sand areas with covers; and shorter slides (usually no taller than 4 feet).
- Ages: 5-12 years
 - Developmentally appropriate play areas for school-age children could include: rope or chain climbers on angles; climbing pieces; horizontal bars; cooperative pieces such as tire swings, slides and sliding poles; and open spaces to run and play ball. Climbing items should be no taller than 6 feet.

Carpet Installation is not an allowable expense, however you may utilize funding for carpet removal and the placement of hard, non-porous flooring.

- I understand that I am required to collaborate with my Child Care Resource and Referral Consultant to discuss allowable and non-allowable purchases.
- I understand that I must use funding received to purchase the items approved by Child Care Resource and Referral.
- I understand that by accepting these funds, I am required to maintain receipts for all purchases and that DHS reserves the right to conduct an audit at any time.
- I understand that I may apply for funding through various sources. I understand that I cannot utilize receipts of allowable purchases more than once or across funding sources.
- I understand that DHS has the right to seek recoupment of any funds spent on non-allowable expenditures.

Signature: _____

Date: _____