



# **EEOST Capital Fund Information Session**

**FY2026 Large Grant Round for Non-Profit Centers**

January 6, 2026

## Information Sessions for Non-Profit Large Grants:

- December 16, 2025, 3:00 PM
- January 6, 2026, 11:00 AM

## Purpose of the Information Sessions:

- Discuss eligibility for the FY26 EEOST Large Grant round
- Discuss pre-application and application process and grant conditions
- Describe timeline; and
- Answer questions

# About the Early Education & Out of School Time Capital Fund (EEOST)

- Created in 2013 by [An Act Financing the Production and Preservation of Housing for Low and Moderate Income Residents](#)
- Supported by many affordable housing as well as early education advocates
- \$45M authorized for first five years (FY14 – FY18), reauthorized in 2018 for additional five years, and \$50M most recently reauthorized in 2024 through the [Affordable Homes Act](#)



# About the Early Education & Out of School Time Capital Fund (EEOST)

The EEOST Capital Fund provides grants to **tax-exempt non-profit** organizations

At least **50% of the slots** in the project facility shall serve low-income families who are eligible for public subsidy, as per legislation.

Since the first round in FY14, the state has invested \$70M in 147 projects throughout the state.

The Commonwealth of Massachusetts Executive Office of Administration and Finance has allocated **\$5.0M** in grant funding in FY26 for the EEOST Large Grant Capital Fund Program.

# Administration of the EEOST Capital Fund

EEC designated Community Economic Development Assistance Corporation (**CEDAC**) to administer the EEOST Large Grant Program.

Children's Investment Fund (CIF), which is affiliated with CEDAC, provides technical assistance and financing to ECE & OST facilities across MA.

CEDAC/CIF is contracted to review large grant applications and provide recommendations to EEC.

EEC designated Massachusetts Development Finance Agency (**MassDevelopment**) to administer the **EEOST Small Grants Program**, grants between \$200K - \$500K and has posted materials on COMMBUYS.

# Eligible Applicant Organizations

- License in good standing from EEC
- None of the individuals at the organization can profit, in any way, from EEOST Capital Fund assistance.
- A non-profit organized under M.G.L. c. 180; and exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code of 1986, as amended, or an organization in which a non-profit corporation has a controlling financial or managerial interest. Only Chapter 180 corporations are eligible to apply. Other 501(c)(3) entities are not eligible if they are not incorporated under Chapter 180.

The Commonwealth of Massachusetts

OFFICE OF THE MASSACHUSETTS SECRETARY OF STATE  
MICHAEL J. CONNOLLY, Secretary  
ONE ASHBURTON PLACE, BOSTON, MASSACHUSETTS 02108

**ARTICLES OF ORGANIZATION**  
Under G.L. Ch. 180

ARTICLE I

The name of the corporation is:

# Partnerships

A for-profit may act in a joint venture with a non-profit developer.

The non-profit partner is required to have at least a 51% controlling interest in the joint venture.

Organizational documents of the for-profit must be provided along with a description of non-profit's controlling interest and the non-profit's organizational documents.

None of the members of the partnership, either for-profit or non-profit, can profit or benefit in any way from EEOST funding.

# Eligible Facility

**As outlined in the guidelines:**

**Eligible Facilities include sites that:**

- Comply with all other applicable Federal, State and Local statutes, regulations, and ordinances, including but not limited to the Americans with Disabilities Act (ADA) and the Massachusetts State Building Code (SBC)
- Serve at least 50% low-income families **as of the date of the EEOST application**



# Eligible Facility (cont.)

## As outlined in the guidelines:

Applicants must own or lease the facility at the time of Pre-Application. If the project entails purchasing property, the Pre-Application must contain an executed agreement that **has an expiration date AFTER September 2026, when EEC anticipates announcing funding awards.** This could be a Purchase and Sale Agreement, an Option Agreement or a Site Control Agreement with a Public Agency.

If a building, structure, or site is leased, then the leased facilities shall have a lease term that is consistent with the scale of the capital investment, but shall **not be less than 15 years;**

If a building, structure or site is or will be a municipally-owned building that dedicates space for licensed early education or out of school time programs, then the lease must be **for not less than 25 years.**

# Eligible Grant Uses

- Acquisition of real property;
- Construction, repair, rehabilitation, and/or renovation of an Eligible Facility;
- Soft costs directly related to the development of an Eligible Facility.

As outlined in the guidelines:

- Projects that will be 100% complete during the review period of the EEOST Large Grant Program application round will not be considered for funding.
- Cannot be completed at any point between the time of the Pre-Application through the time of award announcements.
- If the EEOST project under consideration is part of a larger, phased development or multipurpose development, the EEOST component of the project must not be complete.

# Land Use Restriction and Mortgage

If awarded, the grant agreement you will sign will include language regarding a **Land Use Restriction** that ensures continued use of the property for Large Group and/or School Age Child Care for specific term:

- For program sites leased from a private landlord: **15 years**
- For program sites leased from a municipal landlord: **25 years**
- For program sites owned by Applicant: **25 years**

**The restriction and mortgage may be released under the following condition(s):**

- Upon completion of the grant term
- If a project were to be foreclosed on by a mortgage holder of a bona fide first mortgage
- With EEC's consent
- In the event of a grant recapture

## Recapture / Repayment Provisions

If for any reason the Grantee fails to comply with the terms and provisions of the Grant Agreement, CEDAC/CIF or EEC will recapture the grant funds accordingly:

For properties owned by the Grantee (25 year term):

- If the Event of Default occurs on a date that is on or before the fifth anniversary of the Completion Deadline, 100% of the Grant proceeds shall be recaptured and repaid to Grantor;
- A declining percentage of grant funds shall be recaptured in each subsequent five year period between years five and 25; For projects in leased spaces with a 15 year term, it declines every three year period;
- If the Event of Default occurs after the 25<sup>th</sup> anniversary of the Completion Deadline, none of the Grant proceeds shall be subject to recapture and repayment.

## FY26 Amount of Grant Award

### Large Round EEOST Grants:

- May fund up to \$1,000,000 per project
- Cannot fund the entire cost of a project
- The minimum Total Development Cost must be at least \$500,000 for the project

If applicants identify funding sources in addition to EEOST grants to pay a portion of the project costs, they must be in place within 12 months of the grant award.

**Organizations whose projects are 100% complete at the time of the application are not eligible to apply.**

If a component of your ongoing project has already been completed, please be sure to attach invoices and details on what has been completed and when.

## Other FY26 Notes

Organizations that received an EEST grant in the years FY2014 – FY2020, or a large grant in FY2024 or FY2025 (up to \$1,000,000) are not eligible to apply for this year's Large Grant Program round for the same site.

Organizations that received an EEST grant for the same site through the small grant program in the years FY2021 – FY2025 (up to \$500,000) are eligible to apply for the same site through this round.

# Project Readiness

Ready projects are those that demonstrate they will have the ability to raise all funding, secure all necessary public approvals, and complete a full financial closing and start construction within a year of the award (September 2027.)

Site Control: The Applicant will either own its site or have secured site control for the useful life of the renovation or construction. ***Site control must be secured prior to the pre-application.***



# Grant Disbursement

EEOST funds will be disbursed after the grantee completes a financial closing on the grant. The EEOST funds will be disbursed on a reimbursement basis for expenses relating to the project incurred as of February 2025, or a year before the Pre-Application's due date.

Grantees are fully responsible for legal costs incurred to close on the EEOST grant, typically up to \$5,000 for the EEOST attorney in addition to up to \$5,000 for the grantee's attorney.

All projects must complete a full financial closing and start construction by September 2027.

# Development Team

All projects must assemble an experienced and competent team to ensure the project can be successfully completed.

Depending on the project's complexity, the development team may include the following professionals, who must be engaged at the time of the application:

- Architect
- Development Consultant
- Mechanical Engineer
- Project Manager
- Construction Manager

# Construction Project Manager

All grantees must procure the services of a Project Manager to oversee the development, renovation or construction of the project.

That the project is built according to plans and specifications,

That quality materials, building practices and other standards are met, and

That the rest of the development team is informed about progress on a regular basis.

# Total Development Cost

The Total Development Costs include all hard and soft costs, including reasonable Developer fees.

An acquisition price must be supported through the appraised value of a property.

**1. Developer Fees:** The Developer fee is restricted to no more than 5% of the total development cost.

## **2. Development Services Procurement**

- EEC and CEDAC/CIF reserve the right to require any applicant to conduct a formal bid process **for construction services**, including at least three competitive bids obtained in a free, fair and open process for any development related service.
- Construction service bids are based on plans and specifications of sufficient detail so that an accurate fixed price can be obtained.
- Transactions are “at arm's-length”. Members of the development team who are compensated must not be family members, or business partners or affiliates of any board members or any employees of the Eligible Organization.

# Total Development Cost, Continued

## Development Services Procurement (Continued)

- Proposed contactors must have an acceptable record of performing similar projects in the past and must maintain all required licenses, permits and certifications.
- The selected general contractor must carry Payment, Performance and Lien Bonds, or obtain a letter of credit for a minimum of 15% of the construction contract.
- The bid process shall include effective outreach to businesses certified by the state Supplier Diversity Office (SDO) and participants in the Supplier Diversity Program (SDP).

# The Application Process

All application information is posted on COMMBUYS. Please review the documents on COMMBUYS to determine whether your proposed project meets all the criteria.

Both sets of application materials are posted on COMMBUYS; however, EEC will send organizations invited to apply the full set of application documents, which may contain different information than the drafts posted.

The pre-application is an online submission through the following portal:

<https://www.cognitoforms.com/ChildrensInvestmentFund1/EEOSTFY26PreApplicationLargeGrant>

**Grant Pre-Application Due Date:** February 5, 2026 by 11:59PM

**Grant Application Due Date:** June 4, 2026 by 11:59 PM

**You will not be able to submit an application after the deadline.**

# The Pre-Application

**Grant Pre-Application Due Date: February 5, 2026 11:59 PM**

All materials submitted electronically via Cognito Forms

[COMMBUYs – Bid Solicitation: BD-26-1037-1CEN0-C0000-123449](#)

Submit all application documents via the online portal at Cognito Forms:

<https://www.cognitoforms.com/ChildrensInvestmentFund1/EEOSTFY26PreApplicationLargeGrant>

The system will send an automated confirmation for all applications that are submitted.

EEC will conduct a preliminary review to determine whether each Eligible Facility has a license in good standing with the Department and is in financial good standing with the Department.

# The Pre-Application

## CAPITAL PROJECT READINESS

If you do not meet all the criteria, your organization is not ready, and you should wait to apply in a subsequent grant round.

**Your project must meet 100% of the readiness criteria in order to be considered:**

1. Site Control,
2. Predevelopment and Planning,
3. Plans and Specifications,
4. Project Financing,
5. Organizational Finances, and
6. Standing with EEC.

# The Pre-Application

Answer all questions as completely as possible and ensure that all items on the checklist are uploaded with the application, since incomplete applications will not be considered.

Pre-Applications received after the deadline will not be considered- however, if you have problems with submitting the application, please email EEC and CIF that you need assistance and EEC/CIF will follow up.

CEDAC/CIF: [eeost.lg@cif-ma.org](mailto:eeost.lg@cif-ma.org)

EEC: [jose.mendez@mass.gov](mailto:jose.mendez@mass.gov) or [ellen.song@mass.gov](mailto:ellen.song@mass.gov)

EEC will inform all applicants about the status of their EEOST applications in April, and EEC will share the full application materials with the organizations selected to move forward in the EEOST application process.

# The Pre-Application and Application

Three documents posted on COMMBUY'S will help you prepare for the online application:

- Sample Application (PDF)
- Application Spreadsheets (Excel)
- Sample Checklist (PDF)

As part of the online application process, you will upload required attachments to your application.

Please do not email your application. All applications must be submitted online. You will receive an email confirmation once you submit.

# The Application

**Grant Application Due Date: Tuesday, June 4, 2026 by 11:59 PM**

Access to the full application on Cognito Forms will be sent to those organizations invited to apply.

EEC will send an automated confirmation for all emails that are received. This does not indicate that the application is complete; just that it was received.

All applicants will participate in a site visit at or nearby the project site with the EEOST review team, consisting of EEOST project manager, architectural reviewer and construction reviewer, site tour, and conversations with members of the project team, including internal staff and external consultants.

**EEC announces EEOST conditional commitments in Fall of 2026.**

# Grant Review Score Sheet- Application

Criteria	Maximum Points Available
1. Accurate Presentation/Documentation of Project Costs	25
2. Readiness and Feasibility	25
3. Organizational and Financial Stability	25
4. Site Consideration	10
5. Social Vulnerability Index (SVI) Adjustment	4
6. Preferences	<u>11</u>
	<b>TOTAL</b>
	<b>100</b>

# Preferences

Preference will be given to Eligible Projects that reflect:

1. A balanced geographic plan that includes projects in different parts of the state, with emphasis given to Central MA, Southeastern MA, and Cape Cod and the Islands
2. Facilities where at least 80% of the site's enrollment (as of 2/5/26) is for low-income families receiving public subsidy.
3. Programs serving one or more of EEC's Priority Populations (homeless children, families in supportive childcare, or children of teen parents)
4. Project addresses accessibility for individuals with special needs.
5. Site location is within a Gateway City.
6. Solicitation and/or participation of businesses certified by state Supplier Diversity Office (SDO) and participants in the Supplier Diversity Program (SDP) as part of the project team.
7. Organizations that have not been previously awarded an EEOST grant.

# Timeline

Written questions submitted to EEC ( <a href="mailto:jose.mendez@mass.gov">jose.mendez@mass.gov</a> )	January 15, 2026
Answers posted on COMMBUYS	January 22, 2026
<b>Online Pre-Application deadline</b>	<b>February 5, 2026, 11:59 PM</b>
EEC invites applicants to submit full applications	Week of April 6, 2026
<b>Online Full Application Deadline</b>	<b>June 4, 2026, 11:59 PM</b>
EEC/CIF Review	June and July, 2026
(including in-person site meetings for eligible applications)	
Target for Award Announcements	September 2026
Deadline for Closing on Grant and Starting Construction	September 2027
Project Completion	September 2028

# Development Budget

<i>Trade Item</i>	<i>Amount</i>	<i>Description</i>
2. Concrete		
3. Masonry		
4. Metals		
5. Rough Carpentry		
6. Finish Carpentry		
7. Waterproofing		
8. Insulation		
9. Roofing		
10. Sheet Metal and Flashing		
11. Exterior Siding		
12. Doors		
<b>34. Subtotal Structural</b>	\$0	
35. Outdoor Playground		
36. Earth Work		
37. Site Utilities		
38. Roads & Walks		
39. Site Improvement		
40. Lawns & Planting		
41. Geotechnical Conditions		
42. Environmental Remediation		
43. Demolition		
44. Unusual Site Cond		
<b>45. Subtotal Site Work</b>	\$0	
<b>46. Total Improvements</b>	\$0	
47. General Conditions		
<b>48. Subtotal</b>	\$0	
49. Builders Overhead		
50. Builders Profit		
<b>51. TOTAL</b>	\$0	

# Sources and Uses

EEOST Proposed Project SOURCES AND USES				
Status: P=Proposed; L=Letter of Interest; A=Application Pending; C=Commitment				
Uses	Amount	Sources	Amount	Status
Acquisition: Land				
Acquisition: Building		<i>Long Term Debt</i>		
		Source 1:		
		Source 2:		
<b>Hard Costs:</b>				
Direct Construction Costs		Organization's Internal Equity		
Construction Contingency (10% - 15% of hard costs)		<i>Federal Funds</i>		
Bond & Permits		Head Start		
<b>General Development Costs:</b>				
Consultant Costs:		Other (specify: )		
Design / Architect		<i>State Funds</i>		
Engineering Costs		EEOST Request (up to \$1,000,000)		
Project Management Costs		Other (specify: )		
Construction Management Costs		<i>Local Funds</i>		
EEOST attorney legal closing costs	\$ 5,000	Other (specify: )		
Organization attorney legal closing costs		<i>Private Funds</i>		
Environmental Testing Costs		Foundation Grants		
Hazardous Materials Testing Costs		Corporate Giving		
Furniture, Fixtures and Equipment		Individual Giving		
Other:		Other (specify: )		
Other:				
Other:		<b>Total Sources:</b>	\$ -	\$ -
<b>Total Uses:</b>	\$ 5,000			

# Slot Subsidy Data

Chart 1a: Project Site Enrollment as of date of the application:

Age Groups Served	Infants	Toddlers	Preschool	Out-of-School Time	Totals
1. Licensed Capacity	20	20	20	10	70
2. Current public subsidies slots (EEC + Head Start) filled	10	10	5	5	30
3. Current discounted slots filled	1	1	1	1	4
4. Current private pay slots filled	9	9	9	3	30
5. Total current slots filled (#2+#3+#4)	20	20	15	9	64
6. % of total slots on public subsidy (#2 divided by #5)		45%		56%	47%

# Eligibility for other public subsidies

## Other Public Subsidies Site Enrollment as of the date of the application

Complete the following chart for children in your program who receive OTHER PUBLIC SUBSIDIES as of the date of the application but are not currently in an EEC or Head Start subsidized slot. Please count each child only once. Note that Universal Pre-Kindergarten funding (UPK) does not count as a public subsidy for this purpose.\*\*\*Fill out this chart only if your enrollment as of the date of the application demonstrates subsidy slots representing less than 50% of total enrollment.\*\*\*

Children (family) receiving another public subsidy including:

- Transitional Aid to Families with Dependent Children (TAFDC)
- Supplemental Security Income (SSI) or Social Security Disability Income (SSDI) Benefits
- Supplemental Nutrition Assistance Program (SNAP) / Special Supplemental Nutrition Program for Women, Infants, and Children (WIC)
- In Section 8 housing or on the waitlist for Section 8 housing subsidy
- Low Income Home Energy Assistance Program (LIHEAP)
- MassHealth / Medicaid and/or Children's Health Insurance Program (CHIP)
- Family claiming Earned Income Tax Credit
- Homeless Families
- On the waitlist for an EEC subsidy or for Head Start

Children (family) eligible for another public subsidy	Infants	Toddlers	Preschool	Out-of-School Time	Totals
<b>Total</b> number of children whose families are eligible for public subsidy and not currently receiving child care via a Contract Slot or Voucher*					0

*\*You must have documentation available for families receiving other public subsidies and be able to document the subsidy, if awarded the grant and maintain on file each year for the term of the grant. This data will be used to determine preference points.*

# Thank You!

For technical assistance regarding the real estate development aspects of your project, the Children's Investment Fund team can be reached at [eeost.lg@cif-ma.org](mailto:eeost.lg@cif-ma.org)

For questions regarding specific EOST application questions or requirements, email [jose.mendez@mass.gov](mailto:jose.mendez@mass.gov) and [ellen.song@mass.gov](mailto:ellen.song@mass.gov) for answers to be included in the Q&A, questions must be emailed by January 15, 2026 and answers will be posted on or around January 22, 2026.