

Wage Supports Phase 2 Terms and Conditions

By agreeing to these terms and conditions and submitting an application for the Wage Supports for Child Care Educators, I certify that all information provided as part of this application is true and accurate under penalty of false statement under title 53a of the Connecticut General Statutes. I agree to abide by all of the following terms and conditions:

- I will notify the Office of Early Childhood (OEC) of any changes in licensure status, operator, or contact information within 5 business days of the date of the change.
- I will maintain compliance with OEC health and safety requirements, local health, fire safety, and zoning requirements, and, to the greatest extent possible, implement policies consistent with guidance from the Centers for Disease Control and Prevention (CDC).
- All funds received from this wage supports for early child care educators shall be used for the sole purpose of supplementing wages of each eligible child care staff member.
- The child care program must disburse the per-person payments in one lump sum payment to each eligible staff member within 45 calendar days of the receipt of funds.
- The child care program must provide a payment in the amount of at least \$1,700.00 to all full-time employees that work a minimum of 30 hours or more per week or 130 hours per month, unless the individual staff member declines the payment.
- The child care program must provide a payment in the amount of at least \$650.00 to all part-time employees that work less than 30 hours per week or 130 hours per month, unless the individual staff member declines the payment.
- If the program qualifies for the accreditation, Care 4 Kids and/or infant and toddler bonus, the child care program must provide an additional per person payment of \$170.00 to all full-time employees for each bonus, unless the individual staff member declines the payment.
- If the program qualifies for the accreditation, Care 4 Kids and/or infant and toddler bonus, the child care program must provide an additional per person payment of \$65.00 to all part-time employees for each bonus, unless the individual staff member declines the payment.
- The child care program must distribute all flexible SVI and Registry funds to all staff members in the form of wage compensation. Eligible uses for these funds are as follows:
 - Personnel costs, including increases to payroll and salaries between July 1, 2022 and June 30, 2023 or similar compensation for an employee (including any sole proprietor or independent contractor), and benefits;
 - Premium pay, or costs for employee recruitment and retention, including but not limited to staff bonuses, increase in wages between July 1, 2022 and June 30, 2023, costs of insurance coverage, retirement, tuition reimbursement and child care costs.
- The child care program understands that an additional 18% administrative fee will be added to the funding amount received to cover the cost of social security, employer share of state and federal taxes, and any other administrative processing fee incurred by the program.
- The child care program certifies that all staff employed have been advised of this payment and have been provided an opportunity to consent or decline the funds.
- In the unlikely event that the child care program closes in the time between application submission and receipt of funds, the child care program must make best efforts to pay the award to eligible staff that were included on the application. If efforts are unsuccessful, the program shall return the unspent funds awarded for staff to OEC.
- The OEC or its agents may audit this application and use of funds to ensure the accuracy of the information provided and the proper use of funds.

- I agree to provide, for audit purposes and any other legitimate governmental purpose, access to the child care facility for which this application is submitted, information and documentation related to the application and use of funds, and access to records containing contact information so that interviews may occur with child care staff members in connection with this application and the use of funds received.
- Supporting documentation must be retained for a period of three years and submitted to the OEC within 5 business days from the date of such request.
- The use of these funds is subject to audit and providing false or inaccurate information on this application or engaging in misappropriation or other improper use of funds may result in the return or repayment of funds.