Wage Supports Phase 2

Webinar

March 2023
While the payments are for staff, **staff members don’t apply directly**. Instead, the child care program that employs them applies for the funding. When the program receives the money, they pay the staff.

### WAGE SUPPORTS PHASE 2 AWARDS

#### 1. **Per-staff payments (base payments and additional payments):**

All eligible staff receive a **base payment** based on the hours they work. On top of that, they may get **additional payments** based on whether the child care program qualifies.

<table>
<thead>
<tr>
<th></th>
<th>Full Time</th>
<th>Part Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Base payment for eligible full-time workers</td>
<td>$1,700</td>
<td>$650</td>
</tr>
<tr>
<td>Program is accredited by NAEYC or NAFCC or has Head Start Approval</td>
<td>+$170</td>
<td>+$65</td>
</tr>
<tr>
<td>Program has an OEC license to serve infants and toddlers</td>
<td>+$170</td>
<td>+$65</td>
</tr>
<tr>
<td>Program has had at least one active C4K certificate between 7/1/21 and 1/31/23</td>
<td>+$170</td>
<td>+$65</td>
</tr>
</tbody>
</table>

#### 2. **Flexible program bonuses for staff:**

If your child care program is eligible, we send these funds to the program. The program must use this money to compensate staff.

<table>
<thead>
<tr>
<th>Bonus Type</th>
<th>Description</th>
<th>Additional Payment</th>
</tr>
</thead>
<tbody>
<tr>
<td>SVI bonus:</td>
<td>If the program is located in an area with a Social Vulnerability Index (SVI) of 0.6 or higher</td>
<td>+25% of all staff members’ per-staff payment totals</td>
</tr>
<tr>
<td>Registry bonus:</td>
<td>If program administrators and teaching staff have active accounts in the OEC Early Childhood Professional Registry</td>
<td>+25% of all staff members’ per-staff payment totals</td>
</tr>
</tbody>
</table>

#### 3. **Administrative payments:**

We will also send a payment of **18% of the payment total** to cover administrative support, such as Social Security, Employer share of state and federal taxes, and other administrative processing fees.

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1. Full-time is at least 30 hours per week or 130 hours per month.
PHASE 2 APPLICATION TIMELINE

Feb 15
- Programs must be licensed with Supplier IDs (or have applied for Supplier ID) to be eligible to apply for Wage Supports

March 2
- Phase 2 application launched

March 31st
- Phase 2 application closes

April 3
- Programs will receive an email confirming the bonuses your program qualifies for

May 1
- Programs can expect an email confirming your payment amount by approximately May 1

June 30
- Programs receive payment by June 30th

1. Programs have two weeks to dispute these bonus amounts to United Way before they are finalized
**NEXT STEPS FOR APPLICATION LAUNCH**

**Key Actions To Take**

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**FOR PROGRAMS**

- Find out if you are eligible to receive Wage Supports
- Make sure your program is eligible for the Registry Bonus
- Check your inbox (or spam folder) for an email from childcarefunding@ctunitedway.org to apply for Wage Supports (sent March 2nd)
- If you think you are eligible but did not receive an email, reach out to United Way at childcarefunding@ctunitedway.org

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**FOR STAFF**

- Make sure your Early Childhood Registry Account is up to date, or create one
- No other action is needed as applications will be sent to employers

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Applications are due March 31st, 2023
Below are examples of how Phase 2 Wage Supports payments could be calculated for illustrative programs

### Payment Examples for Illustrative Providers

<table>
<thead>
<tr>
<th>Example Provider Type</th>
<th># of Full-Time Staff</th>
<th># of Part-Time Staff</th>
<th>Base Payments</th>
<th>Per-Staff Additional</th>
<th>Flexible Bonus</th>
<th>Total Expected Award Amount¹</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jane’s FCC</td>
<td>1</td>
<td>0</td>
<td>$1,700</td>
<td>$0</td>
<td>$170</td>
<td>$425</td>
</tr>
<tr>
<td>Penny’s FCC</td>
<td>1</td>
<td>1</td>
<td>$2,350</td>
<td>$0</td>
<td>$235</td>
<td>$588</td>
</tr>
</tbody>
</table>

¹Note: Award amounts will not be final until all applications are submitted. A confirmation email will be sent to the applicant detailing the final payment amount.
ILLUSTRATIVE PAYMENT EXAMPLES – CENTERS

Below are examples of how Phase 2 Wage Supports payments could be calculated for illustrative programs

**Payment Examples for Illustrative Providers**

<table>
<thead>
<tr>
<th>Example Provider Type</th>
<th># of Full-Time Staff</th>
<th># of Part-Time Staff</th>
<th>Base Payments</th>
<th>Per-Staff Additional</th>
<th>Flexible Bonus</th>
<th>Admin</th>
<th>Total Expected Award Amount¹</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Accred.</td>
<td>Infants and Toddlers</td>
<td>Care 4 Kids</td>
<td>SVI</td>
</tr>
<tr>
<td>David’s Child Care Center</td>
<td>8</td>
<td>2</td>
<td>$14,900</td>
<td>$1,490</td>
<td>$0</td>
<td>$1,490</td>
<td>$3,725</td>
</tr>
<tr>
<td>Jackie’s Child Care Center</td>
<td>20</td>
<td>10</td>
<td>$40,500</td>
<td>$4,050</td>
<td>$4,050</td>
<td>$4,050</td>
<td>$0</td>
</tr>
</tbody>
</table>

¹Note: Award amounts will not be final until all applications are submitted. A confirmation email will be sent to the applicant detailing the final payment amount.
Wage Supports Registry Bonus

Read about steps to ensure your program can get the Registry bonus:

Go to the OEC website >

• Provider Resources >
• Financial Supports for Child Care Staff >
• Wage Supports for Early Childhood Educators >
• Get Ready to Apply for Wage Supports

www.ccacregistry.org

1. Ensure all relevant staff have up to date Registry accounts listing your program as the employer
2. Confirm all staff with administrative access
Watch the webinar about opening OEC Registry accounts and getting administrative access so you can confirm who works at your program.
Contact Registry Staff

Reach out: The bottom of every Registry page has a Contact Us link with all our information and who supports your county. We are here to help!

When calling or emailing: Have your Registry ID # (if you have an account) and give us as much detail about what you need as possible. This helps us help you quickly.
Application Walk Through
Enter your license information (or Registry Program ID number)

**In English**

**Wage Supports for Early Childhood Educators: Phase 2**

Are you a licensed child care program (center or home) or have a DCEX credential? *

- Yes
- No

Search

**FCC**

License Exempt

**DCCC, DCEX, DCGH, DCFH**

**En Español**

**Apyos salariales para educadores de la primera infancia: fase 2**

¿Perteneces a un programa de cuidado infantil autorizado (en un centro o en el hogar) o tienes una credencial DCEX? *

- Sí
- No

Search

**Apyos salariales para educadores de la primera infancia: fase 2**

¿Perteneces a un programa de cuidado infantil autorizado (en un centro o en el hogar) o tienes una credencial DCEX? *

- Sí
- No

Ingrese la información de tu licencia.

- Tipo de licencia *
- Número de licencia *

Search

**Apyos salariales para educadores de la primera infancia: fase 2**

¿Perteneces a un programa de cuidado infantil autorizado (en un centro o en el hogar) o tienes una credencial DCEX? *

- Sí
- No

Ingrese tu identificación del programa del Registro Profesional de la Oficina de:

1422

Search

Connecticut Office of Early Childhood
## Wage Supports for Early Childhood Educators: Phase 2

**Criteria for eligible staff:**
- Licensed Family Child Care Providers, OEC approved Substitutes, OEC approved Assistants, and any regularly scheduled staff member who provides direct service to children (this includes cleaning/cooking staff and admin/exceptionals on the program payroll, but shall not include volunteers, substitutes, etc.).
- Supervisors of those who provide direct service to children, provided they
  1. Work with teachers or paraprofessionals regularly, and
  2. Their salary does not exceed more than $50,000 per year
- A staff member must be employed at the time of application. No other eligibility requirements exist in terms of any requirement mandating the staff must be employed for a certain minimum amount of time.

### Full-time or part-time status
- Full-time is defined as a minimum of 30 hours per week or 130 hours per month
- Part-time is defined as less than 30 hours per week or 130 hours per month

*Note: I am open with children enrolled.*

Enter the number of eligible staff members/employees employed at the time of the application.

<table>
<thead>
<tr>
<th>Full-time</th>
<th>Part-time</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Enter the number of eligible staff that do not want to accept the award.

<table>
<thead>
<tr>
<th>Full-time</th>
<th>Part-time</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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## Apoyos salariales para educadores de la primera infancia: fase 2

**Criterios para el personal que cumple con los requisitos:**
- Proveedores de cuidado de niños en el hogar, sustitutos y asistentes aprobados por la OEC, y todos los miembros del personal con un cronograma regular que prestan servicios directos a los niños (también incluye al personal de limpieza, cocinas, administrativo, de recepción que está en la lista del programa, pero no incluye voluntarios, sustitutos, etc.).
- Los supervisores de aquellos que prestan servicios directos a los niños, siempre y cuando cumplan con lo siguiente:
  1. Trabajar regularmente con maestros, padres o maestras.
  2. Tener un sueldo que no supere los $30,000 anuales.
- El miembro del personal debe estar empleado al momento de la solicitud. No existen otros requisitos de elegibilidad en cuanto a la exigencia de que el personal debe estar empleado durante un tiempo mínimo.

### Jornada parcial o completa
- La jornada completa se define como un mínimo de 30 horas por semana o 130 horas por mes.
- La media jornada se define como menos de 30 horas por semana o 130 horas por mes.

*Nota: Debe de ser miembro de los servicios disponibles y de niños inscritos en mi.*

Indica la cantidad de miembros del personal o empleados contratados que cumplan con los requisitos en el momento de la solicitud.

No incluye a los contratistas o al personal que no desee recibir la adjudicación.

<table>
<thead>
<tr>
<th>Jornada completa</th>
<th>Media jornada</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Indica la cantidad de miembros del personal que cumplen con los requisitos y no quiere aceptar la adjudicación.

<table>
<thead>
<tr>
<th>Jornada completa</th>
<th>Media jornada</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Answer Registry attestation question

Wage Supports for Early Childhood Educators: Phase 2

The question below pertains to the accounts in the CT OEC Professional Registry. To get this bonus, relevant staff must have active, up to date accounts, with confirmed employment in the Registry. You will get an extra 25% of your Phase 2 payment if you meet this criteria.

Only relevant staff need to have confirmed employment in the Registry for a program to be eligible for the bonus. Relevant staff means:

- Teaching staff who count in ratio
- Administrators
- Owners

All other staff don’t need to have accounts in the Registry.

- ○ I DO currently have accounts for relevant staff and myself up to date in the Registry.
- ○ I DO NOT currently have accounts for relevant staff (including myself) in the Registry.

In English

Apoyos salariales para educadores de la primera infancia: fase 2

La pregunta a continuación está relacionada con las cuentas en el Registro Profesional de la OEC de Connecticut. Para obtener esta bonificación, los miembros del personal pertinentes deben tener cuentas en el registro activas y actualizadas con empleo confirmado. Recibirán un 25% adicional en el pago de la fase 2 si cumplen con este requisito.

Solo los miembros del personal pertinentes deben tener su empleo confirmado en el registro para que un programa cumpla con los requisitos para esas horas. Los siguientes son los miembros del personal pertinentes:

- Personal docente que cuenta en proporción
- Administradores
- Propietarios

El resto del personal no necesita tener cuentas en el registro.*

- ○ Actualmente TENG0 cuentas al día en el registro para mi y los miembros del personal pertinentes.
- ○ Actualmente NO TENG0 cuentas en el registro para los miembros del personal pertinentes (incluyendo yo mismo).

En Español
Payment amounts breakdown will be shown (no action required)

In English

Wage Supports for Early Childhood Educators: Phase 2

The base payment will consist of:
- $1700 for each full-time employee
- $650 for each part-time employee

Additional base payments:
- 10% additional if the program is accredited by NAEYC or NAFCCH or has Head Start approval
- 10% additional if the program has an OEC license to serve infants and toddlers
- 10% additional if the program had at least one active CAY certificate between July 1, 2021 and January 31, 2023

Additional flexible program bonuses to compensate staff:
- 25% SVI bonus for programs located in an area with a Social Vulnerability Index (SVI) of 0.6 or higher
- 25% Registry bonus if program administrators and teaching staff have active accounts in the OEC Early Childhood Professional Registry

The bonuses (10% and 25% additional) are both calculated on the total of the program’s per-staff base payments

Administrative payments for programs:
- 10% of all payments to the program (total per-staff base + per-staff additional payments + flexible program bonuses) to accommodate the cost of administrative items such as Social Security, Employer share of state and federal taxes and Other administrative processing fees incurred by the program, etc.

En Español

Apoyos salariales para educadores de la primera infancia: fase 2

El pago básico será el siguiente:
- $1700 para cada empleado de jornada completa
- $650 para cada empleado de jornada parcial

Pagos básicos adicionales:
- Un 10% adicional si el programa está acreditado por la National Association for the Education of Young Children (NAEYC, Asociación Nacional para la Educación de Niños Pequeños) o la National Association of Family Child Care (NAFCCH, Asociación Nacional para Cuidado de Niños Familiares), o esté aprobado por el programa Head Start.
- Un 10% adicional si el programa tiene una licencia de la OEC para brindar servicios a bebés y niños pequeños.
- Un 10% adicional si el programa ha tenido al menos un certificado activo de C4 Kids (CAY, Programa de asistencia para cuidado de niños) entre el 1 de julio de 2022 y el 31 de enero de 2023.

Bonificaciones adicionales flexibles del programa para renumerar al personal:
- Bonificación del 25% para programas situados en una zona con un Social Vulnerability Index (SVI, Índice de Vulnerabilidad Social) de 0.6 o superior.
- Bonificación del registro del 25% si los administradores del programa y el personal docente tienen cuentas activas en el Registro Profesional de la Primera Infancia de la OEC.

Las bonificaciones (del 10% y 25% adicional) se calculan sobre el total de los pagos básicos del personal del programa.

Pagos administrativos para los programas:
- Un 10% de todos los pagos para el programa (total del básico del personal + pagos adicionales del personal + bonificaciones flexibles del programa) para cubrir costos
Agree to the Terms and Conditions

Wage Supports for Early Childhood Educators: Phase 2

Please click here to read the terms and conditions of this program.

I have read the terms and conditions and attest to the information provided. I am an authorized person to submit this information.

I attest that I currently have 6 full-time staff and 6 part-time staff that wish to receive the benefit from this payment.

Enter your full legal name of the authorized individual completing this application:

Full Name

Your Email Address:
Sample@email.com

Your Phone Number:
555-555-5555

I acknowledge that once this is submitted, it cannot be disputed or withdrawn. If you have questions, please call 2-1-1 Child Care at 1-800-555-1000 or email childcarefunding@ctdhs.org and include your license number prior to submitting this application.

Back Submit

Apyois soldraie para educadores de la primera infancia: fase 2

Haz clic aquí para leer los términos y las condiciones de este programa.

Ha leído los términos y las condiciones, y doy fe de la información suministrada. Soy una persona autorizada para presentar esta información.

Do y fe de que actualmente tengo 6 empleados de jornada completa y 6 empleados de jornada parcial que desean recibir este pago.

Ingrese el nombre legal completo de la persona autorizada a completar esta solicitud:

Nombre completo

Dirección de correo electrónico:
Sample@email.com

Número de teléfono:
555-555-5555

Acepto que, una vez enviado, no se puede modificar ni reenviar. Si tiene preguntas, llame al 2-1-1 Child Care (1-800-555-1000) o envíe un correo electrónico a childcarefunding@ctdhs.org y incluya su número de licencia antes de enviar esta solicitud.

Añade Enviar
You should see the confirmation page – you are done!

Wage Supports for Early Childhood Educators: Phase 2

Your application has been successfully received!

Please be advised that payments will not be made until after the close of the application period. This is so that we can make sure that all of the wage supports funds are used.

Here is what happens next:

1. An email will be sent to you confirming that we received your application.
2. In the coming weeks, a second email will be sent to you confirming the bonuses your program qualifies for.
3. Lastly, you can expect a final email confirming the payment amount you will receive for Phase 2 in early May.

If you have questions, please email childcarefunding@ctunitedway.org and include your license number, or call 2-1-1 Child Care at 1-800-505-1000.

Apoyos salariales para educadores de la primera infancia: fase 2

Hemos recibido tu solicitud.

Ten en cuenta que los pagos no se realizarán hasta que cierre el periodo de solicitud, a fin de garantizar que se usen todos los fondos de ayuda salarial.

Esto es lo que ocurrirá a continuación:

1. Recibirás un correo electrónico en el que te confirmaremos que recibimos tu solicitud.
2. En las próximas semanas, enviaremos un segundo correo electrónico en el que te confirmaremos para que bonificaciones tu programa cumple con los requisitos.
3. Por último, enviaremos un correo electrónico final en el que confirmaremos el monto del pago que recibirás para la fase 2 a principios de mayo.

Si tienes preguntas, llama al 2-1-1 Child Care (1-800-505-1000) o envia un correo electrónico a childcarefunding@ctunitedway.org e incluye tu número de licencia.
Appendix
### PHASE 2 ELIGIBILITY OVERVIEW

**Payment 1 Applications launched October 6th 2022**, about 60% of eligible programs have submitted as of Oct 28 (about 13.8 M)

<table>
<thead>
<tr>
<th>Who Is Eligible For Wage Supports?</th>
<th>Who Is Not Eligible For Wage Supports?</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Eligible programs (programs submit applications for Eligible Staff):</strong></td>
<td><strong>Non-Eligible Programs:</strong></td>
</tr>
<tr>
<td>✓ Licensed Child Care Centers, Group Child Care Homes, and Family Child Care Homes</td>
<td>○ Unlicensed programs that don’t receive SR or CDC Funding</td>
</tr>
<tr>
<td>✓ License-exempt programs that receive SR or CDC funding</td>
<td><strong>Non-Eligible Staff:</strong></td>
</tr>
<tr>
<td><strong>Eligible Staff:</strong></td>
<td>○ Volunteers</td>
</tr>
<tr>
<td>✓ Any regularly scheduled staff member(^1) who provides direct service to children</td>
<td>○ Substitute Teachers</td>
</tr>
<tr>
<td>✓ Supervisors of above staff, provided:</td>
<td>○ Non-regularly scheduled staff</td>
</tr>
<tr>
<td>✓ They work with teachers or parents regularly and</td>
<td>○ Supervisors who don’t work directly with children/parents or with salaries that exceed $100,000</td>
</tr>
<tr>
<td>✓ Their salary does not exceed $100,000 per year</td>
<td></td>
</tr>
<tr>
<td>✓ Staff members must be employed at the time of application</td>
<td></td>
</tr>
</tbody>
</table>

For **Registry Bonus**, only relevant staff need to have confirmed employment in the Registry for a program to be eligible for the bonus. Relevant staff means:

- ✓ Teaching staff who count in ratio
- ✓ Administrators
- ✓ Owners

All other staff don’t need to have accounts in the Registry.

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\(^1\) Staff member includes cleaning/cooking staff and admin/receptionists on the program payroll, as well as supervisors

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1. Full time staff: 30 Hour a week or 130 hours per month minimum
HOW can I qualify for the REGISTRY BONUS?

Wage Supports offers an optional Registry Bonus to eligible programs who have all relevant staff with confirmed employment in the Registry. Your program can get an extra 25% of your program’s phase 2 payment to compensate staff.

Eligibility Checklist for Programs and Program Administrators (see further information on “Get Ready to Apply for Wage Supports” website)

- Confirm relevant staff have active and up-to-date accounts in the Connecticut Early Childhood Professional Registry by **March 31, 2023**:
  - Log into the Registry
  - Go to the Program Administration section and select Staff Confirmation
  - Check the roster of people who work in your program
  - Review each entry and confirm information is up to date for each relevant staff member
  - Take action to correct if information is missing or incorrect
  - Once all the information is up to date, confirm employment for each employee

Eligibility Checklist For Staff:

- If you are relevant staff, make sure your Registry account is active and up to date, or create an active account on the [OEC Registry Website](https://registry.oecd.org/)

**Relevant staff means:**
- Teaching staff who count in ratio
- Administrators
- Owners

All other staff don’t need to have accounts in the Registry

**An active, up-to-date account includes:**
- **Personal information:** First name, last name, address, date of birth, SSN/INIT, daytime phone #, evening phone #, and email address
- **Current employment information:** Program’s name, job title, start date, primary age, compensation rate (hourly wage/hours per week, weeks per year, currently enrolled in ECE degree, projected graduation year, institution)