

GETTING THE INFORMATION AND RESOURCES YOU NEED FOR CHILD CARE RECOVERY AND STABILIZATION

Hosted by CCAoNH

Thursday, August 20, 2020

12:30 – 1:30 PM

DOE/ DHHS

Where can I find the links shared during the webinar today for DOE school reopening resources?

The links for reopening school resources can be found in the presentation and at the bottom of the agenda posted on CCAoNH website. More will be added as they become available.

Many schools have decided to go fully or partially remote. Are there any guidelines that I need to know in order to make my center work with remote learning? Are there any tips/ tricks to do this or resources to utilize?

There are a number of resources that are being developed to help child care providers' support remote learning. In addition, we suggest you reach out to your local school district and ask them for their "guide to remote learning". Most school districts have shared these guides or overview letters with parents, but did not include childcare centers in those mailings.

CCLU

How can we promote remote learning sites out of our centers?

CCAofNH provides parents with information on the licensed programs available to them – there is not a special push to other types of programs. CCAofNH would be the one to reach out to about letting parents know programs have that option. In addition, you can share your programming opportunities through the school or Facebook postings in your community.

Do we call licensing to get school age waiver?

Please email ccluoffice@dhhs.nh.gov to make the request to your licensing coordinator.

Previously, the recommendation was groups of 10 to mitigate transmission of the virus and to prevent an entire program closing when someone is positive. Is this no longer a concern?

Transmission remains a concern, but increasing some group sizes may be appropriate for your program. Revisit the guidelines and make the best choices for your program.

If I have a child from another school district who has half day Kindergarten and is coming to my program, do I need a waiver?

No, this is only needed for children typically in school all day and are not at your center because they are not in school.

If operating in a gym can we set up dividers to accommodate numbers?

Any changed to your space needs to be approved by your licensing coordinator, and may require local fire approval as well. Please contact CCLU to discuss further.

BCDHSC

If a child has not been coming, but still on scholarship can we bill the absentee hours?

If the child is still enrolled with the child care program, the program can bill for the child; however, DHHS does not allow payment for a child who is eligible for NH Child Care Scholarship if the child is absent an entire week.

Absentee hours does not pay for the full week, in case of quarantine they will have to be absent for 2 weeks.

DHHS is in the process of exploring a temporary policy change to allow payment for eligible children who are absent due to COVID-19. (see update in BCDHSC posted letter)

Do these hours roll over month to month?

At the end of the month, there may be remaining absentee hours in the bucket. Those absentee hours will not be carried over into the new month. Instead, the system will give each child a new absentee hour bucket according to their authorized service level.

What happens if the child is out for the week if child is showing symptoms of COVID and has to be sent home?

DHHS is in the process of exploring a temporary policy change to allow payment for eligible children who are absent due to COVID-19. (see update in BCDHSC posted letter)

How do I bill for registration?

Contact our Provider Relation Specialist, Sarah Nelson at Sarah.Nelson@dhhs.nh.gov to ask for instructions also check your BCDHSC emails for those instructions as well.

If I did not receive a Public Health Notice, where can I find it?

You can find the Public Health Notice here:

<http://nh.childcareaware.org/wp-content/uploads/2020/08/Updated-Public-Health-info-for-CC-Providers-8-20-20.pdf>

CCRSP

Is there a distinction in accounting for grant funds received vs. debt financing that has to be repaid (EIDL/PPP)?

Yes, there is a difference – grants are income and loans are not. Your bookkeeper/account or the accounting software you are using will help you decide how to show it in your financials. Remember loan funds are not income and not seen as an asset since they are repayable.

The main difference between a grant and a loan is repayment. A loan requires you to repay the money you borrow, whereas a grant does not. Grants are, essentially, a gift. In other words, they are non-repayable.

Since grants are non-repayable once you are awarded the grant money, it's yours without any strings attached (outside of the expense and reporting requirements). There is no need to worry about monthly payments or piling on more debt. Repayment is the fundamental difference between a grant and a loan, and what makes grants more valuable than loans.

Grants are a no-risk way to obtain the financing you need. If a loan is not repaid, you put your credit rating and assets in jeopardy. Grants do not require repayment and will only benefit you or your business.

Under federal law, loan forgiveness generally counts as taxable income, and states almost invariably incorporate this provision into their own codes. The Coronavirus Aid, Relief, and Economic Security (CARES) Act, however, expressly excludes the forgiveness of small business loans under the Paycheck Protection Program (PPP) from this provision.

What if you received the PPP, how does that work along with the grant?

The PPP loan is a separate funding source and not part of DHHS in anyway or related to your CCRSP grant funding. However, it is important to note that you cannot put your staff expenses that you covered with your PPP loan as one of your CCRSP expenses – that is called double dipping. However, if you covered the usual hourly rate for your staff with your PPP loan, but gave them an additional per hour rate to serve as “hazard pay” or other exceptional benefits (for example - paying for their child care, COVID testing, respite time off, etc.) during the COVID-19 outbreak that can be part of your CCRSP expenses.

What is the turnaround after you submit invoice?

This is not an easy answer. The time it takes to process close to 800+ invoices (and that is only Round One) through a system that was not expecting this volume is a challenge. In addition to our CCRSP project, there are several others that are also doing a similar volume of invoicing. The easiest way to gauge time is to understand the process.

The invoice processing procedure is:

1. Once an invoice is deemed complete with all information, it is logged in by the BCDHSC staff. The Assistant Bureau Chief in BCDHSC then approves each invoice and they were subsequently submitted to the Finance staff person through a designated email address. This is done in batches of 12 with an electronic approval. A copy of the invoice is then placed in a “processed invoices” electronic file. Invoices that have issues that are identified at this point are sent back to providers for corrections.
2. The Finance staff person individually logs in, codes, and verifies information including the vendor number for each invoice. Approximately 30 invoices can be processed each day. The Finance staff person sends a weekly summary page indicating the names and invoice amounts that have been processed and a Summary Processed Invoices spreadsheet for reference and follow-up with providers.
3. Invoices with incorrect or missing vendor numbers are returned to BCDHSC via email. A designated staff member reaches out to the program for the information either at this phase or earlier. After receiving the corrected information, the invoice is resubmitted.
4. Once the Finance staff person completes their checklist, the invoice is forwarded to the Accounts Payable group. They do their own set of checks, prepare the invoice for payment and send the information to the Bureau of Accounts in Administrative Services for a final audit and subsequent printing and mailing.
5. Once the invoice leaves the initial finance review and coding, it should go out with 3 to 4 business days. In addition, it is important to note that mail delivery has been noticeably delayed. If you had a direct deposit account set up for the ECCP Incentive payments you may get your payment electronically so please check your designated bank account.

Where do I send my Invoice?

DHHS.ECCPinvoices@dhhs.nh.gov

Is there a new “open by” date? May I still submit invoices for loss of income?

Yes, please submit your invoices NOW regardless if you are open or closed. We established the September 8 date before the school districts had announced their fall schedules. We have lots of flexibility around the opening dates and will be asking you for an update of your new

opening/reopening schedule around September 4th. If you are still “on hold” just let us know that challenge. We want to make this work for you so please do not worry you are out of compliance.

My program has grown in size... Can I get extra grant money for the increase of spaces with a new addition?

In the Round Two funding you can tell us about your size increases. This increase should be an approved licensed increase and will be reported on the September 4 CCRSP Program update. The increased numbers (excluding temporary waiver numbers from the ECCP time period) will be added to your award amount for Round Two. Your Round One payment will not be altered.

When is the Round Two funding going to be announced? And will it be the same amount of money?

The Round Two funding is awaiting approval through GOFERR at this time. We hope to have notices out right after Labor Day weekend. Please note that in order to bill for your Round Two funding you must have invoiced for your entire Round One award. The Round Two funding is a substantially smaller award, but we all know that every little bit helps you continue your good work.