

Getting the Information and Resources You Need for Child Care Recovery and Stabilization



A New Hampshire Department of Health and Human Services Webinar
Hosted by Child Care Aware of New Hampshire
Thursday, August 6 2020, 12:30 – 1:30 PM

We will begin promptly at 12:30

Hello And a Few Logistics!

How things will work on the call today:

- Everyone is muted so we can all hear well
- If you are having any difficulty, please remember that this webinar will be posted on CCAoNH.



.....And a Few More Logistics

To get professional development hours for today's call:

- If you are on a computer, write the name of your program and your full name(s) in the Zoom Chat
- If you are participating by phone, send an email to ccrrtraining@snhs.org with the name of your program and your full name(s)

.....And a Few More Logistics

To ask questions, make comments or share your ideas:

- If you are on a computer, use the Q&A box
- If you are participating by phone, send an email to:
ccrtraining@snhs.org

Questions will be shared at the end of the PowerPoint

This presentation will be recorded. The recording of the call and the questions will be posted at:

<http://nh.childcareaware.org/>



We Will Now Begin Recording

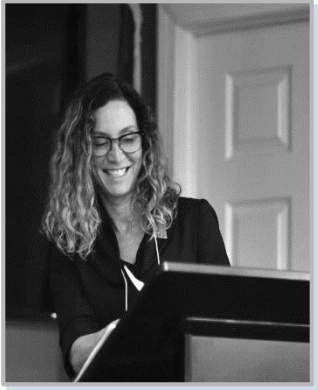
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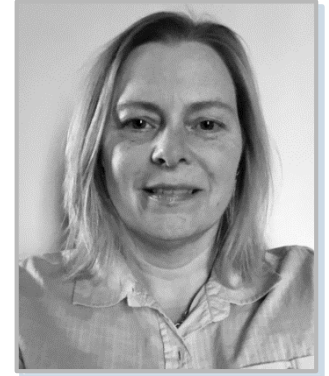
Today's Speakers (In Order) Are:



Marti Ilg
NH DEHS



Patricia Tilley
NH PH



Melissa Clement
CCLU



Dianne Chase
NH DHHS BCDHSC



Emma Heath
NH DHHS BCDHSC

Agenda

Getting the Information and Resources You Need for Child Care Recovery and Stabilization

Thursday, August 6, 2020: 12:30 – 1:30 PM

- Welcome & Logistics
- DEHS Update
- Questions for Public Health
- Child Care Licensing Unit Update
- Bureau of Child Development and Head Start Collaboration (BCDHSC)
Update: CCRSP & Invoices
- Q & A
- Next Session

DEHS Update:

- Housing Stabilization Fund- \$35M to prevent eviction due to COVID
- Shelter Fund- \$15M to assist shelters with renovations and operations due to COVID
- The new empowering youth fund - \$2 million in CARES ACT funds as part of the State's **Invest in the Future Fund**.
- Empowering Youth Program funds are available for new or expanded programs designed for middle and high-school-age children - summer 2020 into the fall.
- <https://www.surveymonkey.com/r/5HHP5WK>



Public Health

ANSWERS FOR PATRICIA TILLEY



Group Size in Child Care

Q: Where can I find information on the increasing group size for child care?

A: The guidance remains: Child care programs should, ***whenever possible***, reduce group sizes to no more than 10 people total, including children and adults.

Testing for Teachers

Q: Is it recommended that teachers be tested regularly?

A: DPHS has not put forward any specific recommendations about routine testing of teachers, but anyone who has symptoms or feels like they have been exposed or has risks of exposure may seek testing.



Options for testing can be found [here](#).

Child Care Licensing Unit Update



BCDHSC: CCRSP & Child Care Update



CCRSP: Status to Date

\$16,053,500.00 in CCRSP CARES dollars awarded to date

- 604 Programs (in 419 applications)
- 418 have received notifications of funding awards
- 8 programs still have incomplete application packets
- 540 Provider Agreements and 535 Program Number Attestations have been received and are complete (all parts signed correctly)
- 506 Programs have been approved for and been sent invoice packets
- 204 invoices have been submitted of the 418 applications (some are multi-site)
- 16 have issues we are working to resolve (e.g. No vendor number or incorrect amount or no readable)

CCRSP: What's Next?

- **Now** - CCRSP Team processing agreements, attestations, invoices & inquiries as quickly as possible.
- **Thursday, August 6** - New recorded webinar available on CCAoNH website – “Making Your CCRSP Funding Work For You: Invoicing and Accountability”
- **Thursday, August 13** - Recorded webinar added: “Making Your CCRSP Funding Work For You: Understanding CCRSP Allowable Expenses and How to Document Them.”
- **Thursday, August 20** – Live Webinar “Returning to School – What Does it Look Like for Us?”
- **July 29 - August 26** - CCRSP team begins CCRSP Round 2 funding reviews. No new application necessary. Programs contacted if more information needed. Goal for funding announcements: early September 2020.



Things to Know

- Asking clarifying questions will help prevent delays in CCRSP funding notifications, and invoices.
- NH is the exception with only 2% of child care programs closing versus the national average of 30%.
- The CCRSP funding is a grant, not a loan.
- The CCRSP invoice timing has changed to accommodate providers' needs. NOW, you can submit your second invoice two weeks from your first invoice date.
- BCDHSC has submitted 40x more invoices in one week than we do in an entire month.

How to Determine What Counts as an CCRSP Expense

1. Start by asking yourself these four questions –

- Was or will the expense or loss occur between March 1, 2020 and December 30, 2020?
- Was the expense or loss COVID-19 related?
- Was other funding received that offsets or paid for this loss or expense?
- Can this expense/loss be documented in a way that will meet accounting and auditor requirements?

*More on*How to Determine What Counts as an CCRSP Expense

2. Be sure you meet some or all of the following criteria

- The expense falls into one of these categories – income loss, increased operational expenses (staffing, supplies, materials, equipment, related services) or other additional expenses prompted by circumstances related to COVID-19.
- The expense may be a regular ongoing expense, but the cost has changed due to current circumstances related to COVID-19 to qualify.
- The expense is outside of or beyond a “regular expense” that you would have paid out pre-COVID.
- With “regular” expenses you are only counting the portion that is changed/increased due to COVID.

What ***Does Not*** Counts as a CCRSP Expense

You can not -

- Supplant, replace or “double-dip for other funds you have already received or are receiving such PPP, Scholarship Income, Insurance, unemployment, etc.
- Count a regular ongoing expense that is the same as it was before with no COVID-related increase or change.
- Capital expenses – planned or unplanned that are not COVID related.
- Losses due to negligence, accident or other scenarios that are not COVID related.
- Expansion or renovation not related to COVID.

Things to keep in mind!



- You do not need to wait until you have the expenses to submit an invoice. The award is not tied to the timing of the expense except that it must fall between March 1 and December 30, 2020.
- You will not be submitting receipts, bills, documentation to DHHS. You are required to discuss how you spent the funds and its impact on your business in the final report.
- You may or may not be audited, but you should have clear and solid documentation.
- You cannot get paid unless you have a State of New Hampshire issued Vendor Number that you have applied for and received.

The Overall CCRSP Process

Apply and Funded

- Submit application and all supporting documents, reviewed and funded
- Notified by award letter

Accept award and numbers

- Read, complete and sign the Provider Agreement
- Complete the Program Number Attestation based on approved or licensed number of children
- Electronically sign and submit

Invoice and Submission

- Apply for and receive vendor number from State of NH
- Receive invoice packet and complete first invoice
- Complete invoice and submit electronically

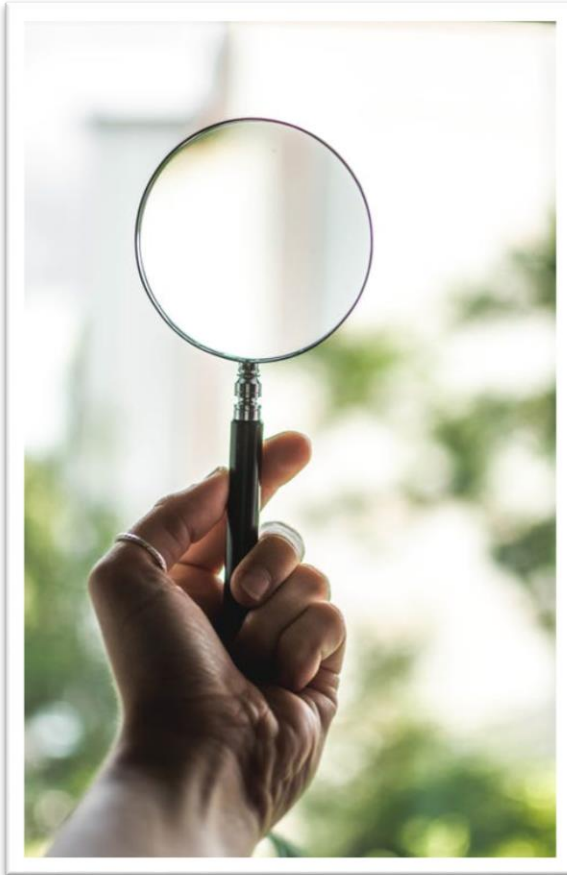
Receiving Payment

- Invoice is logged, checked for accuracy, signed in BCDHSC
- Invoice is submitted to Finance, processed and submitted to Accounts Payable
- Accounts Payable processes, prints and mails check

What slows the process down?

- Lack of accurate or complete information on documents – lack of or incorrect vendor number, no award amount, not fully signed including each page with initials.
- Submissions other than with electronic signature or via email as instructions describe.
- Inability to sign (on our end) the agreement due to submission type.
- Waiting on mailed documents.
- Incorrect email addresses and change in recipients for notification.
- Technology – yours, ours, cyber space.
- Staffing CONSTRAINTS on our end, volume of emails and queries. Always want to answer, just takes time.
- External Forces – meeting federal requirements, GOFERR, legal reviews, etc.

Questions & Comments



Take Away...

- What questions do you have for DOE?
- What questions for you have for Public Health?
- Please send your questions to ccrtraining@snhs.org
- We will address these at our **August 20, 2020** BCDHSC Webinar.

