



Florida Department of Education
Division of Early Learning
Program Guidance 250.01
Attachment C – COVID-19 OCAs

Other Cost Accumulators (OCA) Working Definitions for COVID-19 Funding

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CORONAVIRUS AID, RELIEF AND ECONOMIC SECURITY (CARES) ACT

I. ADMINISTRATIVE – CARES

CADMN - CARES Administration

Funding Type

CCDF CARES Eligible

Cost Type

Administrative Code - administrative costs subject to 5 percent restriction on total CARES expenditures.

Working Definition

Administrative costs include items as identified in 45 CFR § 98.54. CARES administrative costs subject to five percent (5%) restriction on total CARES expenditures. See School Readiness OCA - 97BBA for allowable activities as specifically applicable to the administration of CARES funding.

Reference(s)

45 CFR § 98.54, [CCDF-ACF-IM-2017-02](#), [CCDF-ACF-IM-2020-01](#), P.L. 116-136; [CCDF Frequently Asked Questions in Response to COVID-19](#) published March 13, 2020.

II. QUALITY SERVICES – CARES

CESSB - CARES First Responder/Health Care Workers Bonus Grant for Providers

Funding Type

CCDF CARES Eligible

Cost Type

Programmatic Code – quality costs

Note: CARES funding not subject to SR minimum quality targeted funds of no less than four percent (4%) or the twenty-two percent (22%) restriction for administrative, quality and non-direct costs.

Working Definition

Early Learning/child care providers and family child care homes serving essential workers (as determined by DEL) will receive a monthly bonus/incentive of \$500 per child, up to \$4,000 per month, for a maximum of \$12,000 per provider location. This incentive is in addition to the School Readiness reimbursement rate the contracted provider receives.

Reference(s)

45 CFR § 98.53, [CCDF-ACF-IM-2017-02](#), [CCDF-ACF-IM-2020-01](#), P.L. 116-136; [CCDF Frequently Asked Questions in Response to COVID-19](#) published March 13, 2020.

CERGC - CARES Emergency Child Care Relief Grants for Contracted (SR/VPK) Providers (Phase I, Priority 1)

Funding Type

CCDF CARES Eligible

Cost Type

Programmatic Code – quality costs

Note: CARES funding not subject to SR minimum quality targeted funds of no less than four percent (4%) or the twenty-two percent (22%) restriction for administrative, quality and non-direct costs.

Working Definition

Additional funding for contracted early learning/child care providers open on April 30, 2020 based on their DCF capacity, when available, or EFSM capacity. Specific eligibility criteria apply. (See DEL Guidance 240.21)

Reference(s)

DEL Guidance 240.21, [CCDF-ACF-IM-2017-02](#), [CCDF-ACF-IM-2020-01](#), P.L. 116-136; [CCDF Frequently Asked Questions in Response to COVID-19](#) published March 13, 2020.

CERGN - CARES Emergency Child Care Relief Grants for Non-Contracted Providers (Phase I, Priority 2)

Funding Type

CCDF CARES Eligible

Cost Type

Programmatic Code – quality costs

Note: CARES funding not subject to SR minimum quality targeted funds of no less than four percent (4%) or the twenty-two percent (22%) restriction for administrative, quality and non-direct costs.

Working Definition

Additional funding for non-contracted early learning/child care providers open on April 30, 2021 based on their DCF capacity, when available. Specific eligibility criteria apply. (See DEL Guidance 240.21)

Reference(s)

DEL Guidance 240.21, [CCDF-ACF-IM-2017-02](#), [CCDF-ACF-IM-2020-01](#), P.L. 116-136; [CCDF Frequently Asked Questions in Response to COVID-19](#) published March 13, 2020.

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CHQGC - CARES High-Quality Reopening Support Grants for Contracted (SR/VPK) Providers (Phase II, Priority 3)

Funding Type

CCDF CARES Eligible

Cost Type

Programmatic Code – quality costs

Note: CARES funding not subject to SR minimum quality targeted funds of no less than four percent (4%) or the twenty-two percent (22%) restriction for administrative, quality and non-direct costs.

Working Definition

Additional funding for contracted early learning/child care providers, holding either a Gold Seal certification or a CLASS composite score of 3.5 or higher and were closed on April 30, 2020 and reopened as of August 31, 2020, based on their DCF capacity, when available or EFS Mod Provider Profile capacity data if DCF capacity is not available, with a minimum amount based upon capacity. Specific eligibility criteria apply. (See DEL Guidance 240.21)

Reference: DEL Guidance 240.21, [CCDF-ACF-IM-2017-02](#), [CCDF-ACF-IM-2020-01](#), P.L. 116-136; [CCDF Frequently Asked Questions in Response to COVID-19](#) published March 13, 2020.

CHQGN - CARES High-Quality Reopening Support Grants for Non-Contracted Providers (Phase II, Priority 4)

Funding Type

CCDF CARES Eligible

Cost Type

Programmatic Code – quality costs

Note: CARES funding not subject to SR minimum quality targeted funds of no less than four percent (4%) or the twenty-two percent (22%) restriction for administrative, quality and non-direct costs.

Working Definition

Additional funding for non-contracted early learning/child care providers closed on April 30, 2020 and reopened as of August 31, 2020, based on their DCF capacity. Specific eligibility criteria apply. (See DEL Guidance 240.21).

Reference(s)

DEL Guidance 240.21, [CCDF-ACF-IM-2017-02](#), [CCDF-ACF-IM-2020-01](#), P.L. 116-136; [CCDF Frequently Asked Questions in Response to COVID-19](#) published March 13, 2020.

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CPPGC - CARES Reopening Support Grants for Contracted Private Providers (Phase III)

Funding Type

CCDF CARES Eligible

Cost Type

Programmatic Code – quality costs

Note: CARES funding not subject to SR minimum quality targeted funds of no less than four percent (4%) or the twenty-two percent (22%) restriction for administrative, quality and non-direct costs.

Working Definition

Additional funding for contracted early learning/child care private providers closed on April 30, 2020 and reopened as of August 31, 2020, where program assessment may not have been available due to exemption via Rule 6M-4.740, F.A.C., (SR) or not required (VPK). Funding is based on the provider DCF capacity, when available or EFS Mod Provider Profile capacity data if DCF capacity is not available, with a minimum amount based upon DCF capacity. Program Specific eligibility criteria apply. (See DEL Guidance 240.21).

Reference(s)

DEL Guidance 240.21, [CCDF-ACF-IM-2017-02](#), [CCDF-ACF-IM-2020-01](#), P.L. 116-136; [CCDF Frequently Asked Questions in Response to COVID-19](#) published March 13, 2020.

CPSGC - CARES Reopening Support Grants for Contracted Public/Charter School Providers (Phase III)

Funding Type

CCDF CARES Eligible

Cost Type

Programmatic Code – quality costs

Note: CARES funding not subject to SR minimum quality targeted funds of no less than four percent (4%) or the twenty-two percent (22%) restriction for administrative, quality and non-direct costs.

Working Definition

Additional funding for contracted early learning/child care public or charter school providers closed on April 30, 2020 and reopened as of August 31, 2020, where program assessment may not have been available due to exemption via Rule 6M-4.740, F.A.C., (SR) or not required (VPK). Funding is based on the total distinct number of SR/VPK children served in FY 2019-20. Program Specific eligibility criteria apply. (See DEL Guidance 240.21).

Reference(s)

DEL Guidance 240.21, [CCDF-ACF-IM-2017-02](#), [CCDF-ACF-IM-2020-01](#), P.L. 116-136; [CCDF Frequently Asked Questions in Response to COVID-19](#) published March 13, 2020.

CPPSG - CARES Additional Support Grants for Private Providers (Phase IV)

Funding Type

CCDF CARES Eligible

Cost Type

Programmatic Code – quality costs

Note: CARES funding not subject to SR minimum quality targeted funds of no less than four percent (4%) or the twenty-two percent (22%) restriction for administrative, quality and non-direct costs.

Working Definition

Additional funding to support early learning/child care private providers operational/open on October 15, 2020 and providing on-site early learning/child care services on the date of application, to assist them with remaining open during the COVID-19 crisis. Funding is based on the provider DCF capacity, when available or EFS Mod Provider Profile capacity data if DCF capacity is not available, with a minimum amount based upon DCF capacity. Program Specific eligibility criteria apply. (See DEL Guidance 240.21).

Reference(s)

DEL Guidance 240.21, [CCDF-ACF-IM-2017-02](#), [CCDF-ACF-IM-2020-01](#), P.L. 116-136; [CCDF Frequently Asked Questions in Response to COVID-19](#) published March 13, 2020.

CPSSG - CARES Additional Support Grants for Contracted Public/Charter School Providers (Phase IV)

Funding Type

CCDF CARES Eligible

Cost Type

Programmatic Code – quality costs

Note: CARES funding not subject to SR minimum quality targeted funds of no less than four percent (4%) or the twenty-two percent (22%) restriction for administrative, quality and non-direct costs.

Working Definition

Additional funding to support contracted early learning/child care public/charter school providers operational/open on October 15, 2020 and providing on-site early learning/child care services on the date of application, to assist them with remaining open during the COVID-19 crisis. Funding is based on the total distinct number of SR/VPK children served in FY 2019-20. Program Specific eligibility criteria apply. (See DEL Guidance 240.21)

Reference(s)

DEL Guidance 240.21, [CCDF-ACF-IM-2017-02](#), [CCDF-ACF-IM-2020-01](#), P.L. 116-136; [CCDF Frequently Asked Questions in Response to COVID-19](#) published March 13, 2020.

III. DIRECT SERVICES – CARES

CESSD - CARES First Responder/Health Care Workers

Funding Type

CCDF CARES Eligible

Cost Type

Programmatic Code - direct service costs

Billing Group

BG1

Eligibility Code

ESS

Working Definition

Description: The CARES Act prioritizes short-term funding to provide services for first responders and health care workers that must work outside the home and would not otherwise have child care. DEL has developed a referral program for those meeting the eligibility requirements in accordance with 6M-4.208 for at-risk families for the period of April 2020 through March 2021.

Applicable Purpose of Care: Employment (EM)

Work Requirements: Not applicable

Child Age Requirements: Birth to younger than 13 years

Child Care Authorization Form: Yes -- from employer

Income Eligible: Eligibility is not dependent on income, but if available should be used to calculate parent fee

Household Size: Not applicable

Countable Income: Not applicable

Authorization Period: Three months

Reference(s)

DEL Guidance 240.21, [CCDF-ACF-IM-2017-02](#), [CCDF-ACF-IM-2020-01](#), P.L. 116-136; [CCDF Frequently Asked Questions in Response to COVID-19](#) published March 13, 2020.CSRPC - CARES Parent Copay Direct Services

CSRPC - CARES Parent Copayments

Funding Type

CCDF CARES Eligible

Cost Type

Programmatic Code - direct service costs

Billing Group

ALL SR funded

Eligibility Code

ALL SR Funded

Working Definition

Captures the cost for coalitions to pay all parent copays, regardless of income, from May 1, 2021 – June 30, 2021 from CARES Act funding.

In accordance with DEM Order No. 20-004, all parent copays were waived, regardless of income, from May 1, 2021 – June 30, 2021 and will be paid from CARES Act funding. Changes were implemented by DEL’s EFS Mod team into the SSIS. On a monthly basis, coalitions will need to run the Parent Copays by OCA report in Tableau and reclassify parent copays from the assigned OCA in the SSIS to the OCA designated for CARES Act Funded parent copays (CSRPC). Coalitions must submit this report with their monthly reimbursement requests as indicated in the Invoicing/OCA coding instructions, CARES Act funded section of DEL Program Guidance 240.21 – COVID-19 Crisist Emergency Funding Assistance.

Applicable Purpose of Care: See corresponding SR enrollment

Work Requirements: See corresponding SR enrollment

Child Age Requirements: Birth to younger than 13 years

Child Care Authorization Form: No

Income Eligible: See corresponding SR enrollment

Household Size: See corresponding SR enrollment

Countable Income: See corresponding SR enrollment

Authorization Period: May 1, 2021 – June 30, 2021

Reference(s)

DEL Guidance 240.21, [CCDF-ACF-IM-2017-02](#), [CCDF-ACF-IM-2020-01](#), P.L. 116-136; [CCDF Frequently Asked Questions in Response to COVID-19](#) published March 13, 2020.

CVPKC - CARES VPK Additional Closure Days due to COVID-19

Funding Type

CCDF CARES Eligible

Cost Type

Programmatic Code - direct service costs

Billing Group

N/A

Eligibility Code

N/A

Working Definition

Captures the cost of any closures due to COVID-19 beyond those authorized in Rule 6M-8.204, for the months of October 2020 – June 2021. All additional days will be paid from CARES Act Funding. No monthly adjustments for the “80/20” rule will occur for these months and the final fiscal year “80/20” adjustment will exclude these months in its calculation.

Temporary closures beyond 5 days must be made up and VPK providers must update their calendars within the Provider Portal accordingly. For the period of October 2020 – March 2021, then on a quarterly basis, DEL will provide coalitions with a worksheet indicating absences available for reimbursement due to COVID-19 closures. Coalitions will need to verify payable closures and the worksheet will calculate payments due to the providers. Coalitions must pay providers within 45 days of receiving the initial report or a quarter’s end, thereafter. Expenditures should be invoiced to DEL on the monthly EL workbook accordingly under the OCA CVPKC in accordance with DEL Program Guidance 240.21 – COVID-19 Crisis Emergency Funding Assistance. Coalitions must maintain adequate records to support calculated payments to providers.

IV. OTHER - CARES**CAADV - CARES Advance Payment****Funding Type**

CARES CCDF Eligible

Cost Type

Unassigned

Working Definition

Payments DEL makes in advance to a coalition to ensure adequate funding levels and allow for cash flow management at the local level for the CARES program. Advances should not exceed the actual and immediate cash needs for the current business cycle.

CRKSP - Rising Kindergarten Summer Program**Funding Type**

CCDF CARES Eligible

Cost Type

Unassigned

Working Definition

Captures the cost of funding to early learning coalitions to fund school districts to deliver the 2020 Rising Kindergarten Summer Program in accordance with the district’s DEL-approved 2020 Rising Kindergarten Program Application and Budget. The district is required to refund any unexpended balance to the coalition at the end of the program.

Reference(s)

DEL Program Guidance 780.01 – COVID-19 Crisis – Florida’s Rising Kindergarten Summer Program, [CCDF-ACF-IM-2017-02](#), [CCDF-ACF-IM-2021-01](#), P.L. 116-260

CORONAVIRUS RESPONSE AND RELIEF SUPPLEMENTAL APPROPRIATIONS (CRRSA) ACT

V. ADMINISTRATIVE – CRRSA

RADMN - CRRSA Administration

Funding Type

CCDF CRRSA Eligible

Cost Type

Administrative Code - administrative costs subject to 5 percent restriction on total CRRSA expenditures.

Working Definition

Administrative costs include items as identified in 45 CFR § 98.54. CRRSA administrative costs subject to five percent (5%) restriction on total CRRSA expenditures. See School Readiness OCA - 97BBA for allowable activities as specifically applicable to the administration of CRRSA funding. Includes costs associated with administering Disaster Relief payments to child care instructors and obtaining and distributing VPK coordinated screening and progress monitoring technology and/or mini-grants and stipends.

Reference(s)

45 CFR § 98.54, [CCDF-ACF-IM-2017-02](#), [CCDF-ACF-IM-2021-01](#), P.L. 116-260

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VI. QUALITY SERVICES – CRRSA

RCWIQ - CRRSA Act Coalition Workforce Initiative Quality

Cost Allocation Considerations

- A. Allocate salaries and benefits in accordance with Personnel Activity Reports (PARs) allocation (direct charge when possible; allocate shared activities based on percentage of direct staff hours per PAR).
- B. Direct charge, or allocate in accordance with an approved cost allocation plan, if the allocated cost is appropriate to the OCA to which the cost is being charged. See DEL Cost Allocation Plan Guidance for further instructions.

A cost is allocable to a particular OCA if the costs of goods or services involved are chargeable or assignable to such OCA in accordance with relative benefits received. For example, a staff member may use a telephone to provide both administrative and eligibility services for the coalition. The employee's time working in these areas of responsibility (administration and eligibility services) will determine the allocation of the cost of this equipment.

Funding Type

CCDF CRRSA Eligible

Cost Type

Programmatic Code – quality costs

Note: CRRSA funding not subject to SR minimum quality targeted funds of no less than four percent (4%) or the twenty-two percent (22%) restriction for administrative, quality and non-direct costs. CRRSA funding must be in accordance with the DEL-approved Coalition Workforce Initiative application.

Billing Group

N/A

Eligibility Code

N/A

Working Definition

Captures the cost of funding to early learning coalitions to build upon their current initiatives to assist early learning providers with attracting, upskilling and retaining highly qualified professionals, particularly in underserved communities. The initial allocation for which coalitions may apply is based on its proportionate share of the distinct private and public provider counts. Coalitions must use the funds to recruit, upskill and/or retain early educators who achieve key professional development goals in accordance with program guidance 240.21, Appendix B.

Program support services include costs associated with planning, developing, designing, and implementing the Coalition Workforce Initiative program as well as costs for goods and services required for program implementation, including rental or purchase of equipment, utilities, and office supplies. Also, includes costs related to preparing the coalition application, including the needs assessment; providing the public with information about the program; recruiting eligible providers; assisting early learning providers complete the required application, determining the eligibility of providers; coalition staff support to assist providers achieve recruitment/upskilling/ retention goals;

coaching for participating providers; leveraging partnerships with key community partners to support the Workforce Initiatives strategies and/or delivery of professional development; collecting data and preparing reports for program evaluation; fiscal management, performance monitoring and program oversight. Program support services costs must not include the costs of providing direct services.

Reference(s)

DEL Guidance 240.21, [CCDF-ACF-IM-2017-02](#), [CCDF-ACF-IM-2021-01](#), P.L. 116-260

ROAFS - CRRSA Act Coalition Outreach, Awareness and Family Supports**Funding Type**

CCDF CRRSA Eligible

Cost Type

Programmatic Code – quality costs

Working Definition

Captures the cost to raise awareness of the importance of high-quality early learning programs/services, developmental screenings and available supports through community events, local outreach programs, etc. and to provide families and providers with monthly engagement materials, including books, to promote early literacy activities. This includes coalition staff time performing these activities.

Examples of these costs include but are not limited to:

A. Calendars

- Age-specific yearly calendars with activities/tips for families and provider, e.g., birth to three years, preschool, transition to kindergarten
- Monthly population-specific calendars to further address the unique needs of more vulnerable populations, e.g., children with disabilities, English language learners, students experiencing homelessness

B. Early learning materials

- Family Engagement Month materials
- Topic-specific educational materials to provide ideas and tools on how to best support children during these particular times, e.g., a set of materials on supporting children with: online learning, talking about feelings, recognizing the signs when your child needs additional care and support {beyond what the parent can provide}, social/emotional and mental health, physical well-being, etc.
- Targeted campaign on the importance of regular developmental screening and providing easily-digestible chunks of information to support children in achieving age-appropriate milestones
- Materials to support early literacy, both reading and mathematical, within child care sites, child care providers are challenged financially to meet the costs of rent, disinfecting supplies, staff costs, etc. during this time leaving even less funding to support literacy-rich environments

- Materials that support early learning professionals in their professional development to better understand and operationalize learned concepts that possibly lead to improved performance/ quality, e.g., brief (one page), plain language documents and helpful tools

C. Marketing Materials

- Vroom bags and materials for community baby showers
- Books for providers for Celebrate Literacy Week
- Contest prizes for providers, e.g., children’s books, manipulatives and other materials for centers or projects
- Materials distributed at an event for completed and incoming VPK students, e.g., early learning/kindergarten essentials
- School supplies for providers, e.g., dry erase boards and markers, shoe tying cards and other materials for fine and gross motor support, books, paper

D. Local events

- Local annual community events that promote early learning programs, e.g., back to school drive, conferences, summer slide
- Coordinated statewide quarterly activities in local communities that bring awareness to the SR and VPK programs.
- Coordinated activities with statewide organizations to further enhance parent engagement, e.g., partner with the Florida Library Association to develop a year-long family engagement calendar which encourages families to access their local libraries and foster early literacy with Saturday activities to accommodate working families

E. Outreach Programs

- Commercials/radio announcements to promote early learning programs
- Theater trailers
- Billboards
- Bus/metro signage
- Targeted flyer mail-out coupled with coupons for local businesses

Reference(s)

DEL Program Guidance 240.21, [CCDF-ACF-IM-2017-02](#), [CCDF-ACF-IM-2021-01](#), P.L. 116-260

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RSPC5 - CRRSA Act Support Grants for Contracted Private Providers (Phase V)

Funding Type

CCDF CRRSA Eligible

Cost Type

Programmatic Code – quality costs

Note: CRRSA funding not subject to SR minimum quality targeted funds of no less than four percent (4%) or the twenty-two percent (22%) restriction for administrative, quality and non-direct costs.

Working Definition

Additional funding to support contracted, early learning/child care private providers operational/open on April 1, 2021 and providing on-site early learning/child care services on the date of application, to assist them with remaining open during the COVID-19 crisis. Funding is based on the provider DCF capacity, when available or EFSM capacity if DCF capacity is not available, with a minimum amount based upon DCF capacity. Provider must have remained open and operational, with the exception of temporary closures due to COVID-19 or other temporary emergencies. Operational is defined as the provider status listed on the DCF database. Some portion of the funds must be used for staff salaries/benefits and must be reflected on the submitted application's budget. Program Specific eligibility criteria apply. (See DEL Guidance 240.21)

Reference(s)

DEL Guidance 240.21, [CCDF-ACF-IM-2017-02](#), [CCDF-ACF-IM-2021-01](#), P.L. 116-260

RSPN5 - CRRSA Act Support Grants for Non-Contracted Private Providers (Phase V)

Funding Type

CCDF CRRSA Eligible

Cost Type

Programmatic Code – quality costs

Note: CRRSA funding not subject to SR minimum quality targeted funds of no less than four percent (4%) or the twenty-two percent (22%) restriction for administrative, quality and non-direct costs.

Working Definition

Additional funding to support non-contracted, early learning/child care private providers operational/open on April 1, 2021 and providing on-site early learning/child care services on the date of application, to assist them with remaining open during the COVID-19 crisis. Funding is based on their DCF capacity, when available or EFSM capacity if DCF capacity is not available, with a minimum amount based upon capacity based on their DCF capacity. Provider must have remained open and operational, with the exception of temporary closures due to COVID-19 or other temporary emergencies. Operational is defined as the provider status listed on the DCF database. Some portion of the funds must be used for staff salaries/benefits and must be reflected on the submitted application's budget. Program Specific eligibility criteria apply. (See DEL Guidance 240.21)

Reference(s)

DEL Guidance 240.21, [CCDF-ACF-IM-2017-02](#), [CCDF-ACF-IM-2021-01](#), P.L. 116-260

RSPS5 - CRRSA Act Support Grants for Contracted Public/Charter School Providers (Phase V)

Funding Type

CCDF CRRSA Eligible

Cost Type

Programmatic Code – quality costs

Note: CRRSA funding not subject to SR minimum quality targeted funds of no less than four percent (4%) or the twenty-two percent (22%) restriction for administrative, quality and non-direct costs.

Working Definition

Additional funding to support contracted, early learning/child care public/charter providers operational/open on April 1, 2021 and providing on-site early learning/child care services on the date of application, to assist them with remaining open during the COVID-19 crisis. Funding is based on the total distinct number of SR/VPK children served in FY 2020-21 as opposed to DCF capacity. Provider must have remained open and operational, with the exception of temporary closures due to COVID-19 or other temporary emergencies. Operational is defined as the provider status listed on the DCF database. Some portion of the funds must be used for staff salaries/benefits and must be reflected on the submitted application's budget. Program specific eligibility criteria apply. (See DEL Guidance 240.21)

Reference(s)

DEL Guidance 240.21, [CCDF-ACF-IM-2017-02](#), [CCDF-ACF-IM-2021-01](#), P.L. 116-260

RSPC6 - CRRSA Act Additional Support Grants for Contracted Private Providers (Phase VI)

Funding Type

CCDF CRRSA Eligible

Cost Type

Programmatic Code – quality costs

Note: CRRSA funding not subject to SR minimum quality targeted funds of no less than four percent (4%) or the twenty-two percent (22%) restriction for administrative, quality and non-direct costs.

Working Definition

Additional funding to support contracted, early learning/child care private providers operational/open on September 1, 2021 and providing on-site early learning/child care services on the date of application, to assist them with remaining open during the COVID-19 crisis. Funding is based on the provider DCF capacity, when available or EFSM capacity if DCF capacity is not available, with a minimum amount based upon DCF capacity. Provider must have remained open and operational, with the exception of temporary closures due to COVID-19 or other temporary emergencies. Operational is defined as the provider status listed on the DCF database. Some portion of the funds must be used for staff salaries/benefits and must be certified on the submitted application. Private providers may also receive an additional allocation for workforce incentives. Providers must expend this allocation on

workforce initiatives such as recruitment/on-boarding expenses (e.g., \$250 as a signing bonus, \$300 for onboarding) and retention/upskilling (e.g., \$500 as retention bonus after six (6) months employment and completing the 45 hours of DCF training, monthly teacher stipend that incentivizes retention and helps with increased hourly wages). Program-specific eligibility criteria apply. (See DEL Guidance 240.21)

Reference(s)

DEL Guidance 240.21, [CCDF-ACF-IM-2017-02](#), [CCDF-ACF-IM-2021-01](#), P.L. 116-260

RSPN6 - CRRSA Act Additional Support Grants for Non-Contracted Private Providers (Phase VI)**Funding Type**

CCDF CRRSA Eligible

Cost Type

Programmatic Code – quality costs

Note: CRRSA funding not subject to SR minimum quality targeted funds of no less than four percent (4%) or the twenty-two percent (22%) restriction for administrative, quality and non-direct costs.

Working Definition

Additional funding to support non-contracted, early learning/child care private providers operational/open on September 1, 2021 and providing on-site early learning/child care services on the date of application, to assist them with remaining open during the COVID-19 crisis. Funding is based on their DCF capacity, when available or EFSM capacity if DCF capacity is not available, with a minimum amount based upon capacity based on their DCF capacity. Provider must have remained open and operational, with the exception of temporary closures due to COVID-19 or other temporary emergencies. Operational is defined as the provider status listed on the DCF database. Some portion of the funds must be used for staff salaries/benefits and must be certified on the submitted application. Private providers may also receive an additional allocation for workforce incentives. Providers must expend this allocation on workforce initiatives such as recruitment/on-boarding expenses (e.g., \$250 as a signing bonus, \$300 for onboarding) and retention/upskilling (e.g., \$500 as retention bonus after six (6) months employment and completing the 45 hours of DCF training, monthly teacher stipend that incentivizes retention and helps with increased hourly wages). Program-specific eligibility criteria apply. (See DEL Guidance 240.21)

Reference(s)

DEL Guidance 240.21, [CCDF-ACF-IM-2017-02](#), [CCDF-ACF-IM-2021-01](#), P.L. 116-260

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RSPS6 - CRRSA Act Additional Support Grants for Contracted Public/Charter School Providers (Phase VI)

Funding Type

CCDF CRRSA Eligible

Cost Type

Programmatic Code – quality costs

Note: CRRSA funding not subject to SR minimum quality targeted funds of no less than four percent (4%) or the twenty-two percent (22%) restriction for administrative, quality and non-direct costs.

Working Definition

Additional funding to support contracted, early learning/child care public/charter providers operational/open on September 1, 2021 and providing on-site early learning/child care services on the date of application, to assist them with remaining open during the COVID-19 crisis. Funding is based on the total distinct number of SR/VPK children served in FY 2020-21 as opposed to DCF capacity. Provider must have remained open and operational, with the exception of temporary closures due to COVID-19 or other temporary emergencies. Operational is defined as the provider status listed on the DCF database. Some portion of the funds must be used for staff salaries/benefits and must be certified on the submitted application. Public/charter schools are not eligible for workforce incentive allocations. Program-specific eligibility criteria apply. (See DEL Guidance 240.21)

Reference(s)

DEL Guidance 240.21, [CCDF-ACF-IM-2017-02](#), [CCDF-ACF-IM-2021-01](#), P.L. 116-260

RVPKC - CRRSA VPK Additional Closure Days due to COVID-19

Funding Type

CCDF CRRSA Eligible

Cost Type

Programmatic Code – quality costs

Billing Group

N/A

Eligibility Code

N/A

Working Definition

Captures the cost of any closures due to COVID-19 beyond those authorized in Rule 6M-8.204, for the months of July 2021 – June 2022. All additional days will be paid from CRRSA Act funding. No monthly adjustments for the “80/20” rule will occur for these months and the final fiscal year “80/20” adjustment will exclude these months in its calculation. Temporary closures beyond five (5) days must be made up and VPK providers must update their calendars within the Provider Portal accordingly.

RWIEE - Coalition Workforce Initiatives for Early Educators

Funding Type

CCDF CRRSA Eligible

Cost Type

Programmatic Code – quality costs

Note: CRRSA funding not subject to SR minimum quality targeted funds of no less than four percent (4%) or the twenty-two percent (22%) restriction for administrative, quality and non-direct costs. CRRSA funding must be in accordance with the DEL-approved Coalition Workforce Initiative application.

Working Definition

Captures the cost of funding to early learning coalitions to build upon their current initiatives to assist early learning providers with attracting and retaining highly qualified professionals, particularly in underserved communities. Costs for coalition staff time to implement these workforce initiatives are for those expressly detailed in the DEL-approved Coalition Workforce Initiatives for Early Educators Application. The initial allocation for which coalitions may apply is based on its proportionate share of the distinct private and public provider counts. Coalitions must use the funds on three workforce strategies: **recruitment** - reward new early educators with financial incentives upon completion of targeted preparation; **upskilling** - reward current early educators and professionals with financial incentives for achieving specific, measurable key professional development goals; and/or **retention** - provide financial incentives to qualified professionals who have already achieved key professional development goals and who remain employed for specific periods of time at determined benchmarks. For upskilling/rewarding achievement, ELC/RCMA activities must be aligned with key professional development (i.e., CLASS training, VPK emergent literacy training, Florida's Career Pathway, etc.) requirements with measurable professional development benchmarks and incentives that are appropriately tied to specific achievements. Costs are specifically related to payment of early educator financial incentives associated with completion of key professional development in accordance with DEL Program Guidance 240.21.

Examples of these costs include but are not limited to:

- Professional development for instructors, directors, and/or other support staff on topics including but not limited to CLASS, Early Childhood Development coursework, mental health supports, behavior management, equity, language and literacy, curriculum, child assessment, family engagement, quality infant-toddler care, and inclusion
- Scholarships for books/materials and tuition
- Coaching on a variety of subjects intended to improve classroom quality or assist with professional development coursework
- Payment for registration fees
- Payment for tutors to prep teachers for college
- Wage incentives, including sign on and loyalty bonuses, for instructors
- Incentives for progress toward established PD goals
- Mental health training support and curricula
- Child assessment reliability testing and materials
- Substitution pay to allow teachers to attend training

Reference(s)

DEL Guidance 240.21, [CCDF-ACF-IM-2017-02](#), [CCDF-ACF-IM-2021-01](#), P.L. 116-260

VII. OTHER - CRRSA

RSADV - CRRSA Advance Payment

Funding Type

CCDF CRRSA Eligible

Cost Type

Unassigned

Working Definition

Payments DEL makes in advance to a coalition to ensure adequate funding levels and allow for cash flow management at the local level for the CRRSA program. Advances should not exceed the actual and immediate cash needs for the current business cycle.

ECSPM – ESSER II VPK Coordinated Screening and Progress Monitoring

Funding Type

CRRSA ESSER II Eligible

Cost Type

Unassigned

Working Definition

Costs to provide technology support grants to VPK child care providers at a minimum level of \$210 per classroom to implement the coordinated screening and progress monitoring program under s. 1008.2125, F.S., as required by s. 1002.68, F.S., for Voluntary Prekindergarten Education Program accountability, and to address learning loss as a result of the COVID-19 pandemic and promote achievement gains in early learning and education programs. Allowable costs include the cost of tablets, headphones, cases, other necessary accessories, internet connectivity or cellular service, and/or other technology support items identified as necessary to implement the coordinated screening and progress monitoring program and/or address learning loss as a result of the COVID-19 pandemic and promote achievement gains in early learning and education programs.

Reference(s)

Section 313 (d) of the CRRSA Act, 2021; CFDA 84.425D; ss. 1002.68 and 1008.2125, F.S.;

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AMERICAN RESCUE PLAN (ARP) ACT

VIII. ADMINISTRATIVE - ARP

The aggregate of all ARP Administrative OCA costs are subject to 5 percent restriction on total ARP expenditures.

ARPAD – ARP Administrative Costs - General

Funding Type

CCDF ARP Eligible

Cost Type

Administrative costs – *aggregate of all ARP Administrative OCA costs are subject to five percent (5%) restriction on total ARP expenditures.*

Billing Group

N/A

Eligibility Code

N/A

Working Definition

Administrative costs include items as identified in 45 CFR § 98.54. ARP administrative costs subject to 5 percent restriction on total ARP expenditures. See School Readiness OCA - 97BBA for allowable activities as specifically applicable to the administration of ARP funding. Coalitions may also use funds to upgrade data collection and technology systems needed to administer subgrants and collect data, including building capacity to assess outcomes, especially with respect to underserved communities. Costs related to publicizing the availability of stabilization grants, supply building, technical assistance for subgrant applications and technical assistance to providers receiving stabilization subgrants must be coded to the appropriate OCA detailed below.

Reference(s)

DEL Guidance 240.21, [CCDF-ACF-IM-2021-02](#), [P.L. 117-2](#)

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APASS – ARP Administrative Costs: Publicizing the Availability of Stabilization Grants

Funding Type

CCDF ARP Eligible

Cost Type

Administrative costs – *aggregate of all ARP Administrative OCA costs are subject to five percent (5%) restriction on total ARP expenditures.*

Billing Group

N/A

Eligibility Code

N/A

Working Definition

Administrative costs to publicize and conduct outreach about the stabilization subgrants and the application process, and can fund partners and organizations trusted by child care providers, including professional organizations, family child care networks, culturally relevant organizations, unions, and child care resource and referral agencies, to accomplish these purposes. Coalitions are to pay particular attention in their outreach to providers representing and working with underserved constituencies and are to make sure that applications for subgrants are widely available in plain language and multiple languages. These funds, as well as other ARP administrative OCA costs, cannot be used for direct child care services.

Reference(s)

DEL Guidance 240.21, [CCDF-ACF-IM-2021-02](#), [P.L. 117-2](#)

ARPSB – ARP Administrative Costs: Supply Building

Funding Type

CCDF ARP Eligible

Cost Type

Administrative costs – *aggregate of all ARP Administrative OCA costs are subject to five percent (5%) restriction on total ARP expenditures.*

Billing Group

N/A

Eligibility Code

N/A

Working Definition

Administrative costs to build a high-quality supply of child care that matches the needs and preferences of parents. Coalitions are encouraged to build the supply of non-traditional care, infant and toddler care,

child care in underserved areas and child care that meets the needs of children with disabilities. These funds, as well as other ARP administrative OCA costs, cannot be used for direct child care services.

Examples of these costs include but are not limited to:

- Start-up resources and grants
- Administrative costs associated with increasing the use of grants and contracts for child care services
- Facilitating a financing program with low- or no-interest loans to programs interested in start-up expansion, or improvement in areas of need
- Facility improvement grants*
- Staffed family child care networks
- Technical assistance on business practices
- Developing and implementing a strategic plan for building supply
- Expanding the use of shared services models
- Improvements to coalition systems that will be used to better meet the demand for child care
- Conducting community needs assessments
- Efforts to increase access to licensing or participation in quality rating and improvement systems

* As coalitions are allowed to use these funds for facility improvement grants and qualified providers may use stabilization subgrants for facility improvements, coalitions must ensure these administrative funds are not duplicating efforts funded through the stabilization subgrants. For this purpose, funds for facility improvement grants are meant to increase the overall supply of child care. Construction of new facilities and major renovations, as defined at [45 CFR 98.2](#), are prohibited.

Reference(s)

DEL Guidance 240.21, [CCDF-ACF-IM-2021-02](#), [P.L. 117-2](#)

ATASA – ARP Administrative Costs: Technical Assistance for Subgrant Applications

Funding Type

CCDF ARP Eligible

Cost Type

Administrative costs – *aggregate of all ARP Administrative OCA costs are subject to five percent (5%) restriction on total ARP expenditures.*

Billing Group

N/A

Eligibility Code

N/A

Working Definition

Administrative costs to provide technical assistance and support to qualified child care providers applying for stabilization subgrants. These funds, as well as other ARP administrative OCA costs, cannot be used for direct child care services.

Examples of these costs include but are not limited to:

- Staffed helpline or chat function to provide real-time assistance for completing an application, including multi-language options
- Resource development, such as frequently asked questions (FAQs) to assist with completing the application, including mutli-language options
- Providing support for collecting documentation showing operating expenses, if selected for monitoring
- Devising technical assistance and support that meets the needs of different types of child care providers to meet parents’ needs and preferences
- Partnering with culturally relevant organizations and trusted messengers who can support a diverse range of child care providers in navigating the application process

Reference(s)

DEL Guidance 240.21, [CCDF-ACF-IM-2021-02](#), [P.L. 117-2](#)

ATARS – ARP Administrative Costs: Technical Assistance to Providers Receiving Stabilization Subgrants**Funding Type**

CCDF ARP Eligible

Cost Type

Administrative costs – see NOTE 1 above

Billing Group

N/A

Eligibility Code

N/A

Working Definition

Administrative costs to provide technical assistance to providers receiving stabilization subgrants as they work to meet and/or document the certifications included on the application. These certifications include following certain health and safety guidelines, continuing to pay full compensation to staff and, to the extent possible, providing relief from copayments and tuition for parents struggling to afford child care. These funds, as well as other ARP administrative OCA costs, cannot be used for direct child care services.

Reference(s)

DEL Guidance 240.21, [CCDF-ACF-IM-2021-02](#), [P.L. 117-2](#)

IX. QUALITY - ARP

ASGR1 – ARP Stabilization Subgrants – Phase I

Funding Type

CCDF ARP Eligible

Cost Type

Programmatic Code – quality costs

Working Definition

Additional funding to support private early learning/child care providers, including school district providers that were licensed/registered/certified/regulated by or before March 11, 2021 or that are Child Care and Development Fund eligible at the time of application and are providing early learning/child care services on the date of application, to assist them in remaining open during the COVID-19 crisis. Provider must have remained open and operational, with the exception of temporary closures due to public health, financial hardship, or other reasons related to the COVID-19 public health emergency. Providers may qualify for Provider Stabilization Grants – Round I, in addition to any grant awarded in CARES/CRRSA Phases I – VI grants.

Reference(s)

DEL Guidance 240.21, [CCDF-ACF-IM-2021-02](#), [P.L. 117-2](#)

X. OTHER - ARP

ARADV - ARP Advance Payment

Funding Type

CCDF ARP Eligible

Cost Type

Unassigned

Working Definition

Payments DEL makes in advance to a coalition to ensure adequate funding levels and allow for cash flow management at the local level for the ARP program. Advances should not exceed the actual and immediate cash needs for the current business cycle.

If you have questions, contact OEL.Questions@oel.myflorida.com.