

From: Bruce Watson <bwatson@elcescambia.org>
Sent: Monday, May 18, 2020 5:09 PM
Subject: OEL Mini-Grants and Training Stipends 18MAY20

Dear School Readiness and VPK Providers,

In the light of the recent declared state of emergency, the Office of Early Learning is offering emergency mini-grants to child care providers to help assist with out of the ordinary costs incurred during the COVID-19 public health emergency. There are three different mini-grants available. These mini-grants are available for both School Readiness and VPK providers if you meet the eligibility requirements.

Please read each document provided to review the eligibility requirements. You must be open or plan to reopen your program within 10 days of applying for the two provider mini-grants. Each of the two provider mini-grants are awarded one per facility, so even if you have both an SR and VPK contract you can only receive one grant. However, if you operate two or more facilities you can receive grants for each one. Below is a summary of each mini-grant and the stipend program.

Note: All providers currently on contractual probation with the Coalition may not be eligible. Each of these providers will be notified by email regarding their probation status and their eligibility for a mini-grant.

Infrastructure Mini-Grant for Early Learning/Child Care Providers is a one-time grant for up to \$1000 per location for infrastructure costs. The qualifying provider expenses could include one or more of the following: cost of equipment, supplies, staffing (such as payroll costs), or cost to operate your program (rent, utilities, minor repairs, etc.). If you have more than one location, you must submit an application for each location. Purchase documentation is not required to receive this funding.

Health and Safety Cleaning Supplies/Mini-Grant for Early Learning/Child Care Providers is a one-time grant for up the \$1000 per location for purchases of specified goods/commodities to assist providers during declared emergencies. Types of supplies include one or more of the following: disinfectants, soap, hand sanitizer, mask, bleach, toilet paper, and other items to address public health and safety needs. If you have more than one location you must submit an application for each location. Purchase documentation is not required to receive this funding.

Professional Development Mini-grants for Early Learning/Child Care Providers is a stipend available for eligible child care staff during disaster and declared states of emergency. Classroom staff may attend one or more qualifying training events, workshops, classes or online sessions to receive this funding. Staff may be eligible to receive up to ten (10) stipends, up to a maximum amount of \$750. A list of approved courses is provided. Any classes on this list started after March 1, 2020 qualify for this funding. Completion certificates will be required to be reimbursed. Also, the company you work must attach a provider request for each employee for the first request. Many of you already W-9's on file with us from last year's Early Educator Career Commitment Incentive, so if you are certain you submitted one before you do not have to again. However, we must have a W-9 on file to pay anyone doing this training. Therefore, if you are uncertain if we have one or not I suggest submit one anyway so as to expedite the payment process. Owners and Directors, I beg you please share this with your staff. For this grant you can be open or closed and you staff can still earn up to \$750, but only if you let them know about the program and do your part in submitting the required employer form with each application. Also, I ask that you inform your staff please do not submit after each class. We request you

hold off until completing at least five courses, or once a month, to request the stipend payment. This way we are not having to cut too many checks and maybe lose track of who has been paid or not.

Again, I stress that you please read each document provided in this email and review the eligibility requirements and instructions on how to complete each application. For teacher stipends, two applications must be submitted, one for the staff completing the professional development and one for the program where the staff works, in addition to a completed W-9 form for the staff taking the courses.

Thank you for all the you do and will continue doing. If you have any questions please email askelc@elcescambia.org or contact myself or Dawn Engel. Dawn's contact information follows mine on this email.

R, Bruce

Walter B. Watson, Jr.

Executive Director

Early Learning Coalition of Escambia County

3300 North Pace Blvd., Suite 210

Pensacola, FL 32505

Bwatson@elcescambia.org www.elcescambia.org

ED Office: 850-595-5402, Main: 850-595-5400, Fax: 850-332-5140

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"Life should be fun, and if it ain't you need to look in the mirror and ask that person looking back why not, and what are they going to do about it!" Walter B. Watson, Jr., February 2018

Sunshine Law and Public Records Caution: 1) The Florida Government in the Sunshine Law prohibits discussion outside of a duly noticed meeting between any two or more Early Learning Coalition of Escambia County board members regarding any matter that may come before the Board. This prohibition extends to discussions via email. 2) Furthermore, most email communications made or received by the Early Learning Coalition of Escambia County members or staff are considered public records that must be retained and, upon request, made available to the public and media.

Dawn Engel

Operations Director

Early Learning Coalition of Escambia County

dengel@elcescambia.org

850-332-6740