

## Child Care Services Daily Update – July 2, 2020

The Tennessee Department of Human Services (TDHS) will continue to provide you with the most current information pertaining to Child Care programs. We will continue to remain diligent in keeping this website current.

### **NEW-Child Care Certificate Program Notifications:**

The Child Care Certificate Program continues to explore ways to leverage technology to better support providers and families.

We are preparing to change our method of correspondence to providers from mail through the US Postal Service to electronic mail. The intention is to send most correspondence to you by email to the main email address on file in the provider record created by your Licensing Program Evaluator. This will include, but is not limited to; Vendor Remittances, Payment Reduction Notices, Overpayment and Disallowed Cost notices.

If your agency is unable to receive common correspondence from the Child Care Certificate Program by email, please request to opt out of receiving email correspondence by sending an email to [ChildCare.Certificate.DHS@TN.GOV](mailto:ChildCare.Certificate.DHS@TN.GOV) stating "I wish to opt out of receiving correspondence from the Child Care Certificate Program via electronic mail." Please respond by 07/09/2020.

### **NEW-Disaster/Emergency Grant Clarifications:**

As many agencies continue to reopen or stabilize operations, the opportunity to apply for financial supports through the Disaster/Emergency Grant program will continue through August 2020. These grant supports were launched to provide immediate temporary financial relief to child care agencies who were impacted by COVID-19. As child care agencies work to regain stability, the need for these supports will decline. With this in mind, there are new timelines for submitting grant applications. If you are applying under the Operational Costs Support category, please submit your application within 15 calendar days upon close of the prior month.

Beginning July 1, 2020 when submitting your application for the Operational Costs Support category, the following should be included in your documentation with your application:

**Private Pay:** The supporting documentation is for financial requests for private pay children who are not attending and for whom you are holding their slot for later return. Documentation is NOT to include private pay children if that slot is now filled by attending children, even if that attendance is only expected to be for a short time (ex. summer).

**Loss of Income Grant category:** For agencies who are experiencing closure due to COVID-19 there is a sixty (60) calendar day window of closure time you may be eligible to apply for the Loss of Income grant.



Please note that beginning July 1<sup>st</sup>, should your agency close due to impact of COVID 19, you may apply under the Loss of Income category for **all** children enrolled in your care. The Child Care Certificate Program will not continue to pay for the slot of children enrolled in care if your agency is closed for any period of time after July 1, 2020 due to COVID. This grant category is time limited, so please determine if you have already received assistance, whether the new application falls within your sixty (60) calendar day window of closure time.

**Emergency Grants-Operational Costs Category:** Agencies who are open may continue to apply for financial relief through the Disaster/Emergency Response and Recovery Grants. Many families have lost employment or have been subject to lay-offs during this time and are struggling to pay for care. This is causing some families to withdraw their child from the licensed care program. We certainly want to avoid this from happening so the family may retain their child's slot. The COVID-19 operations costs relief grant allows you to apply for costs associated with operating under the unique circumstances of the COVID-19 pandemic. For families receiving child care payment assistance, we understand there may be a "cost difference" above the maximum state rate that families are required by your policy to pay. We ask that you apply for this "cost difference" amount under the operations cost category. This will provide relief for the family and support you in recouping that revenue.

The stipulation under this grant, is that once the money is received, if you have already charged and received payment from the parent, you refund or credit their accounts. If you have not received payment from the family, this grant amount will cover the full cost of care.

**Learn about grant opportunities and apply online by visiting [www.childcaretennessee.com](http://www.childcaretennessee.com).**

**Help Families Access Quality Child Care:** If you are not already enrolled in the Child Care Certificate program and wish to participate, we will be happy to assist you with enrollment. Please submit your agency contact information including name of agency, name of person to contact, and telephone number in the request for enrollment to [ChildCare.Certificate.DHS@tn.gov](mailto:ChildCare.Certificate.DHS@tn.gov). You will then be contacted by a Child Care Services staff member to discuss participation and complete the contract for enrollment. This one on one contact will allow the opportunity to discuss the procedures and answer any questions you may have about the program and the benefit for families, the community and you.