

Cerro Gordo County

Child Care Works Wage Supplement Program

The Cerro Gordo County Child Care Works Wage Supplement Program is designed to provide attractive wages to our local child care workforce, increasing the stability and retention of qualified, competent, quality child care staff to care for our children. This program also aims to alleviate the increased financial burden of increased staff wages on centers and families by utilizing community investments to fund the supplemental wages. Please read below to learn how your child care center can get involved and benefit your current and future workforce.

CHILD CARE CENTER ELIGIBILITY:

- Child Care Center is located in Cerro Gordo County, Iowa
- Child Care Center is licensed and in good standing with Iowa Health and Human Services
- Child Care Center is quality rated (QRS, IQ4K) or accredited (NAEYC)
- Child Care Center must offer year-round, all-day care (minimum Monday-Friday; 8+ hours/day) for children including ages birth to five
- Child Care Center accepts Child Care Assistance
- Child Care Center agrees to participate in the Child Care Works child care slot locator database
- Child Care Center is willing to employ qualified students successfully completing a Child Care Essentials Certificate Program if students are interested and staffing positions are available.
- Child Care Center staff hourly wages meet or exceed the Iowa and/or Cerro Gordo County Minimum Wage (whichever is higher; excluding the wage supplement funds).
- Child Care Center will strive to fill open staffing positions and child care slots to capacity
- Child Care Center must provide annual staff compensation raises beyond the wage supplement funds as outlined in the organization's policies or procedures. Documentation will be provided to the Child Care Works Administrator in order to maintain eligibility in the program.
- Child Care Center must keep a current record of consent of staff participation in the wage supplement program.

CHILD CARE CENTER STAFF ELIGIBILITY:

- This is a VOLUNTARY program, staff may opt out of participating. Staff will complete the Child Care Works Wage Supplement Staff Enrollment Form for the Center to keep on file.
- Staff must currently make < \$20.00 per hour (base pay not including the \$2/hour wage supplement funds) upon initial enrollment into the wage supplement program.
- Any change in position within the organization or place of employment will require re-evaluation of eligibility into the wage supplement program.
- Staff must be in compliance with Iowa HHS Child Care staffing requirements.
- Staff must serve in positions directly related to the center's child care services (Example – if an employer owns an on-site child care center, the funds can only be used for child care serving staff; not the entire organization's workforce; child care center nurses, cooks are eligible if they meet all the requirements listed above.)

APPLICATION PROCESS:

1. Child Care Center Director (or designated authority) must submit the application form for consideration into the Child Care Works Wage Supplement Program for Cerro Gordo County.
2. Child Care Center will work with the Child Care Works Administrator to establish enrollment once application is approved.
3. Child Care Center will submit a payroll report generated by an approved payroll program (e.g. QuickBooks or accountant) showing an additional line item noting the \$2/hour wage supplement funds paid to child care staff for any hours worked less than or equal to 40 hours/week (to include earned paid time off).
4. Child Care Center will enter staff and child capacity/status reports along with each reimbursement request to be included in the child care slot locator database.
5. Child Care Center agrees to provide necessary documentation to Child Care Works Administrator while enrolled in the program, as requested.



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PRIORITY SCALE:

In the event of insufficient funds within the Child Care Works Wage Supplement Program, priority will be given to applicants who:

1. Service families with parent(s) employed by the program's investor/business sponsors
2. Have the highest accreditation or quality rating level
3. Centers who serve the ages of children on the child care waitlist (current priority = 0-2 years of age)
4. Centers who operate as non-profit organizations

