



Workforce Retention Grant

The application will be accessible in the Grant Portal On July 26th!

Workforce Retention Grant

- The Workforce Retention Grant is one grant, comprised of two components. Only eligible child care programs can apply for the grant. Individual staff cannot apply.
- Applicants who are awarded will receive both components and must comply with all grant terms and eligible expense types for each component. The two components of the grant are:

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- **Component A: Staff Retention Bonuses:**
- Eligible programs must request grant funds on behalf of each currently employed eligible staff. Each eligible staff must be included on the application. The entirety (100%) of the staff retention bonus amount must be passed on to each staff person, if they remain eligible at the time of payment to the program.

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Component B: Staff Recruitment Expenses and Payroll Tax Assistance:

- Eligible programs must request funds to pay for expenses related to recruiting and hiring new staff.
- Recruitment funds may also be used to pay longevity bonuses to existing staff who have been with the program six months or more.
- Eligible child care programs will also receive funds toward the employer portion of payroll taxes incurred while issuing bonus payments to their staff or recruitment expenses paid.

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They have an active license, registration, or permit to provide child care.

They are currently open* and “in good standing.”
Programs must also have at least one child in their care who is not related to the provider or their employees on the date of application and on dates of future disbursements to maintain eligibility.

** SACC programs will be eligible if not operating due to a planned school break as long as they anticipate serving at least one child on the first full week of school instruction (but no later than 9/20/23) and have at least one current staff that will resume their position.*

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Staff Eligibility

- Work an average of 15 hours per week (10 hours for SACC staff)
- Work in a child caring role
- Have been fingerprinted and provisionally background checked by June 26, 2023
- Appear in their program's active staff roster in FAMs or CCATS by June 26, 2023

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All expense reports will need to be completed to receive this funding.

Each program will be required to set up and SFS vendor account. This will require you to complete a W9 form within the Workforce Retention Application.

FAMS accounts must be set up and your staff list must be up to date.

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Resources

Your SFS Vendor number is separate from your county Vendor ID number. If you receive payments through DSS do not enter this ID number in your application.

FAMS accounts must be set up and your staff list must be up to date, if your FAMS account is not set up, reach out to your licensor who can send a link to access your FAMS account.

PROGRAM TYPE	AWARD PER STAFF	PAYROLL TAX ASSISTANCE	STAFF RECRUITMENT AMOUNT
DCC/SDC	\$3000	230	6000
GDC	\$3000	230	6000
SACC	\$2300	176	6000
FDC	\$3000	230	1000
GFDC	\$3000	230	2000



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