



## Frequently Asked Questions About the Early Childhood Stipend Incentive Program

The Early Childhood Staff Stipend Incentive Program provides support to lessen the financial impact Early Childhood Educators and professionals have endured during the COVID-19 pandemic. To be eligible, applicants must be active members of The Nevada Registry and employed at an eligible child care program serving children ages 0-8. Approved applicants will receive a stipend in the amount of \$1,000 (issued in one disbursement).

The Early Childhood Staff Stipend Incentive Program is funded by the Nevada Department of Health and Human Services, Division of Welfare and Supportive Services; and administered by the Nevada Association for the Education of Young Children in partnership with The Nevada Registry.

### **Where is this money coming from?**

Nevada received more than \$222 million in American Rescue Plan Act (ARPA) funds from the federal government to support child care in Nevada. The Early Childhood Stipend Incentive Program is one of several ways the Department of Health and Human Services, Division of Welfare and Supportive Services (DWSS) is utilizing the funds. DWSS has contracted with the Nevada Association for the Education of Young Children (NevAEYC) to administer \$11 million to eligible members of The Nevada Registry (in two separate cycles over the course of two years). While eligibility for this particular program is tied to active Registry membership, The Nevada Registry is not responsible for the distribution of these funds.

### **Who is eligible to apply?**

Anyone who is an active member of The Nevada Registry **AND** working in an eligible program at the time of application is eligible to apply for a stipend.

### **What types of programs are considered eligible programs?**

- Head Start
- Licensed Child Care Center
- Licensed Family Child Care
- Licensed Group Home
- School-Age/Youth Development Program
- Licensed Head Start and Early Head Start
- Accommodation Facilities (i.e., Life Time Athletics, EOS Fitness, Las Vegas Athletic Club, etc.)
- On-Site Child Care Programs (i.e., Renown Health Child Care Center, Truckee River Child Development Center, etc.)
- Tribal Child Care Programs (i.e., Ely Shoshone Preschool, Reno-Sparks Indian Colony Head Start, etc.)
- Military Child Care Programs (i.e., Nellis Air Force Base Child Development Center, etc.)

**How were the eligibility criteria developed and by whom?**

The eligibility criteria for this funding cycle were developed by the Department of Health and Human Services, Division of Welfare and Supportive Services (DWSS).

**Why are only specific programs eligible?**

When determining which programs would be eligible for this funding, DWSS opted to base priority on those programs not already receiving, or those less likely to receive, funds from another ARPA initiative. Eligibility criteria may be expanded or revised in future cycles of funding.

**Am I required to apply for the stipend if I see the tab within my Nevada Registry Online Portal account?**

No. The application will be available in the Nevada Registry Online Portal accounts of all eligible members, but no one is *required* to apply to receive the funds. The eligibility tab will remain in your account as a reminder until the application period closes on May 31, 2022.

**I am an active member of The Nevada Registry but work at a facility out of state, will I still be eligible for the stipend?**

No. These funds are specifically allocated to Early Childhood professionals working in Nevada-based eligible programs. Because each state received similar funding, you are encouraged to check with your local agencies to explore ARPA funding opportunities in your state.

**How long did I have to be employed in child care before applying?**

Longevity in the field is not built into the eligibility criteria for the first cycle of the funding. You are eligible to apply as soon as you are an active member of The Nevada Registry **AND** working in an eligible program.

**Do I have to work in a certain position to be eligible?**

No. The first cycle of funding is tied to the type of program you work in, not your position title. Anyone who is an active member of The Nevada Registry **AND** working in an eligible program in any capacity (i.e., teacher, aide, cook, bus driver, etc.) may apply for the stipend, regardless of the position they hold.

**I only work part time at a childcare facility. Is there a requirement for how many hours a week I work in a childcare facility to receive the stipend?**

No. There are not any stipulations regarding part-time or full-time employment during the first cycle of funding. If you are an active member of The Nevada Registry **AND** work in an eligible program, you may apply for the stipend regardless of the number of hours you work per week.

**Can I receive the stipend if I am currently receiving unemployment benefits?**

No. You must be actively employed in an eligible child care program at the time of application to be eligible to apply for the stipend.

**My Nevada Registry membership expired, am I still eligible to apply for the stipend?**

No. To be eligible for the stipend, you must be an ACTIVE member of The Nevada Registry **AND** employed in an eligible child care program. However, if your membership has lapsed, you may be eligible to apply for the stipend if you renew your membership within the funding cycle if you meet the criteria.

**I have changed jobs since I submitted my application. Do I need to do anything?**

Update your employment in your Nevada Registry account. As long as you are still employed in an eligible child care program (see list of eligible programs above), there is nothing further you need to do.

### **I need to update my employment but don't know how to do it.**

To update your employment, log into your [Online Portal](#) account and click on the 'Membership Account' button on your Dashboard. Scroll down to the tab titled, 'Current Employment'. Open this tab to find a link (highlighted in yellow) titled, 'Click Here to Update Your Employment Information' to initiate the update. If you are eligible for the stipend, you will be granted access to the application within the (purple) tab titled, 'Early Childhood Staff Stipend Incentive Program' once your update has been processed.

### **How can I access the application?**

The link to the stipend application is located within your Registry membership profile (not on the main dashboard of your account). To access the application, log into your [Online Portal](#) account and click on the 'Membership Account' button on your Dashboard. If you are eligible, you will see a new (purple) tab within the 'Membership Profile' section titled, 'Early Childhood Staff Stipend Incentive Program'. Access to the application is granted once you have verified and updated (if applicable) your personal and employment information.

### **I see the 'Early Childhood Staff Stipend Incentive Program' tab in my account, but I can't apply.**

There are several reasons you may see the new (purple) tab in your account, but are not yet able to apply.

1. You are within 45 days of your next membership renewal with the Registry. If this is the case, you will see a (red) tab titled, 'Renew Your Membership Today' within your account. Click on this tab to initiate and complete the online membership renewal process. You will be granted access to the stipend application within the 'Early Childhood Staff Stipend Incentive Program' tab of your account once your renewal has been processed.
2. You have already submitted a personal or employment update to The Nevada Registry. You will be granted access to the stipend application within the 'Early Childhood Staff Stipend Incentive Program' tab of your account once your update has been processed.

### **I work in an eligible program but I don't see the new (purple) 'Early Childhood Staff Stipend Incentive Program' tab in my account.**

Anyone who is an active member of The Nevada Registry AND working in an eligible program at the time of application is eligible to apply for the stipend. If you don't see the tab, it could be because the program you work for is not considered an eligible program, or you may simply need to update your employment. The list of eligible program types is listed above. If you work in one of these program types, log into your [Online Portal](#) account and click on the 'Membership Account' button on your Dashboard. Scroll down to the tab titled, 'Current Employment' to see what is on file. If you need to make a change, click on the link (highlighted in yellow) titled, 'Click Here to Update Your Employment Information' to initiate the update. If you are eligible for the stipend, you will be granted access to the application within the (purple) tab titled, 'Early Childhood Staff Stipend Incentive Program' once your update has been processed.

### **Am I required to submit any documentation to apply for the stipend?**

Yes. Once your eligibility has been determined by The Nevada Registry, your stipend application will be forwarded to NevAEYC for processing. NevAEYC will contact you with instructions for submitting a recent paystub, a completed W-9 form and a Direct Deposit form (if you select this as your method of delivery).

### **Why do I have to submit recent paystubs?**

Eligibility for the stipend is based on your active membership status with The Nevada Registry AND employment in an eligible program. For this reason, your employment must be verified. Please note that the paystubs you submit must have been received within the past 30 days and must match the employment

information on file in your Nevada Registry account. If your employment cannot be verified, your application for the stipend will be denied by NevAEYC.

**I am a licensed Family Child Care/Group Home Provider. What will I need to submit to verify my employment?**

If you are licensed Family Child Care/Group Home Provider, in lieu of paystubs, NevAEYC will accept a copy of your current child care license to verify your employment.

**Why am I no longer eligible?**

Your initial eligibility was determined by your active Registry membership status **AND** the current employer on record in your Nevada Registry membership account. If through the process of updating your employment, you indicated that you now work for a program that is not on the list of eligible programs, you are no longer considered eligible to apply for the stipend.

**How much is the stipend?**

Approved applicants will receive a stipend in the amount of \$1,000 (issued in one disbursement).

**Are there any restrictions for how to use the stipend?**

No. There are no restrictions or reporting requirements associated with the Early Childhood Stipend Incentive Program. You may use the funds in whatever way you choose and are not required to report that information to NevAEYC, The Nevada Registry or DWSS.

**How will I receive my stipend?**

You have the option to have a physical check mailed to your mailing address on file with The Nevada Registry or have it directly deposited into your checking/savings account. You will select your preference on the stipend application. If you opt for direct deposit, you will be required to submit a Direct Deposit form as part of the application process.

**How long will it take to receive my stipend?**

The processing time **from the date that your application is complete** (i.e., all required documentation has been submitted to NevAEYC) is currently estimated at eight – ten weeks.

**Is the stipend taxable?**

Yes. The stipend is considered taxable earned income and may have potential tax implications if you choose to apply. You will receive a 1099 form directly from the Nevada Association for the Education of Young Children (NevAEYC) at the end of the year to include with your taxes.

**Will additional stipends be available in the future?**

\$11 million has been allocated to the Early Childhood Stipend Incentive Program. These funds will be distributed over the course of two years in two separate cycles. The eligibility for the second cycle may be the same, or differ, from the eligibility for the first cycle. Availability of future stipend opportunities will be dependent on how much funding is distributed in the first round of funding.

**How can I track the status of my stipend?**

You may check the status of your stipend application at any time by clicking on the purple 'Early Childhood Staff Stipend Incentive Program' tab of your Nevada Registry Online Portal account.

**I have uploaded the documents required by NevAEYC but it still shows that documents are missing.**

Because of the overwhelming response to the stipend opportunity, it may take NevAEYC several weeks to download and review your documents (and to update the information in your Registry stipend tab). If you uploaded documents and received a confirmation of upload, you can feel confident that your information has been successfully submitted and will be reviewed by NevAEYC as quickly as possible. The system is designed to inform you which documents have not been uploaded and you will receive an email from NevAEYC to confirm whether your stipend application is complete or if additional documentation is needed. **Please do not upload your documents again.** Duplicate documentation will further delay the review and processing time.

**When is the deadline to apply?**

Applications for the stipend will be accepted through May 31, 2022.

**Questions?**

Once your stipend application has been submitted through your Nevada Registry Online Portal and you have received the confirmation that it was forwarded to NevAEYC, please direct all further questions to NevAEYC at [nvecestipends@gmail.com](mailto:nvecestipends@gmail.com) or 775-327-0683.

As a reminder, you may also check the status of your stipend application at any time by clicking on the purple 'Early Childhood Staff Stipend Incentive Program' tab of your Nevada Registry [Online Portal](#) account.

