ARPA Provider Registration Process

To apply for the COVID–19 Crisis Emergency Funding Assistance for Early Learning/Child Care Providers American Recovery Plan (ARP) Act Supply Building Initiative, you must first register for an account in our Webauthor program. You may do so by navigating to the URL provided below:

https://elcswfl.webauthor.com/go/fx_arpa/default.cfm?actionxm=RegisterSignIn

Please bookmark this URL as this will also be where you sign in and update any necessary information.

Once you fill out the information and click “Register,” you will be prompted to set up your password. After this step your account access is created, and you may begin the ARPA application process.
Provider Eligibility Application Instructions

Once you have registered for an account in our Webauthor program, you can continue to apply for the COVID–19 Crisis Emergency Funding Assistance for Early Learning/Child Care Providers American Recovery Plan (ARP) Act Supply Building Initiative. Navigate and log into Webauthor here: https://elcs.wfl.webauthor.com/go/fx_arp/default.cfm

*Please ensure you use the sign-in button, not register. You will only be allowed to register once.

When you log into Webauthor, your home screen should look like the one below. Click on the button labeled “ARPA” to start your new application.

After logging in, you will need to submit a new application. Click on the blue button labeled “New Eligibility Request.”
Next, you will complete the Provider Information section. Please ensure all the information is correct and select the correct provider type for your location.

*If you cannot find your provider in the drop-down menu, please reach out to us via the help form Cheryl.Carpenter@elcofswfl.org
By default, all the ARPA quality activities are selected. Please deselect any of the Quality Activities that you are NOT interested in participating in. Next you will answer the eligibility criteria questions, then sign and check the box to confirm your electronic signature.
Once you have verified all information is correct and you have no errors, you will click Save at the bottom of the page. This will submit your Eligibility Application for review and bring you to the record detail view, where you can verify your application status.

Please allow two weeks for the processing of your application. Once your application has been reviewed, you will receive an email with the next steps for you to continue requesting ARPA Funding.