

American Rescue Plan

Discretionary Grant Program



EARLY LEARNING
COALITION
OF SOUTHWEST FLORIDA

Stage 1 Application Process

World CLASS Workforce (WCW) Extension

- [ARPA Forms and Information](#)
- Recruitment and Health & Safety Bonus
- Director Upskill Bonus
- Educator PreK Bonus
- Educator Infant/Toddler Bonus
- Continued Quality Improvement Grant for those that qualify

Providers

register or update
registration:

[Center Log In](#)

What can Early Learning Educators apply for?

Teachers may now ask for more than one bonus. Previously paid bonuses (at current center or previous center) will not be eligible to be reimbursed again.

New instructors must complete request using this link: [Participant Sign In](#)

Instructors who have **previously participated** may update their requests by emailing elc.quality.grants@elcofswfl.org
Please provide center and first/last name.

Recruit and Train New Teachers

Stipends/Bonuses for Early Learning Educators hired on or after July 1, 2023

- Recruitment Bonus (Early Learning Educators)
 - \$500.00- completion of background screening and at least 120 hours of employment
 - Provider and ELE must attest to the above eligibility
 - Provider must provide proof upon request
 - Paystub
 - Background screening
- Health and Safety Bonus (ELE)
 - \$700.00- completion of DCF required health & safety (45 hour) training
 - Must submit DCF Training Transcript for bonus
- [H&S and Recruitment Bonus](#)

Stipends/Bonuses for all Early Learning Educators

- CLASS Bonus (All educators-including directors)
 - \$600.00- completion of Pre-K CLASS Foundations for Teachers & MyTeachstone Learn Abouts [PreK Checklist](#)
 - \$600.00- completion of Infant/Toddler CLASS Foundations for Teachers & MyTeachstone Learn Abouts [Infant/Toddler Checklist](#)
- Codes coming soon for the courses
- Technical Assistance will be provided for access to MyTeachstone

Stipends to Attend Conferences

- Providers can apply for a stipend of \$750 per person, for up to 2 people to attend educational conferences.
- Conference must occur before June 1, 2024.
- [Conference Checklist](#)

New Applicant Instructions (pg. 7-14)

ARPA Provider Registration Process

- https://elcswfl.webauthor.com/go/fx_arpa/default.cfm?actionxm=RegisterSignIn
 - If you have applied for grants through the SWFL Webauthor you should have an account already
 - [Instructions](#)

To continue, please register below or sign in if you already have an account.

[Sign In](#) [Register](#)

Complete the form below to create an account on this website. If you've already created an account, click on Sign In above.

[Register](#)

- 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.

To continue, please register below or sign in if you already have an account.

[Sign In](#) [Register](#)

Complete the form below to create an account on this website. If you've already created an account, click on Sign In above.

[Register](#)

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://elcswfl.webauthor.com/go/fx_arpa/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.”**

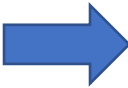
ARPA Home / ARPA / Dashboard

REQUESTS MAP VIEW

AMERICAN RESCUE PLAN ACT (ARPA)

[+ New Eligibility Request](#) [Help](#) [ARPA Overview](#) [About ARPA](#)

↑ You have no existing requests. To get started, please click on the New Eligibility Request button above. If you'd like to learn more about this application, click on About ARPA above.



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 (ensure you are using your legal DBA) in the drop-down menu, please reach out to us via Cheryl.Carpenter@elcofswfl.org

to kick-off the ARPA process. Each provider must complete an Eligibility Request first and be approved before they can submit specific requests for financial supports for **ALL** early learning/child care providers to assist with recruiting new early learning educators (ELEs) to participate. ELEs include owners/teachers of family child care homes (FCCHs), directors, preschool teachers, and assistants, before and after July 1, 2022. These supports are available for ELEs hired on or after July 1, 2022, and meeting the requirements of each bonus by June 30, 2023, unless otherwise specified. Below, funds provided through the Recruit and Train New Teachers initiative may be used to pay for the cost of first aid and CPR training.

Provider	<input type="text" value="Select Provider"/>				
Address *	<input type="text"/>				
Email Address *	<input type="text" value="name@domain.com"/>				
Phone Number *	<input type="text" value="000-000-0000"/>				
License # *	<input type="text"/>				
Provider ID *	<input type="text"/>				
Provider Type *	<table border="1"><tr><td>Licensed Family Home</td><td>Licensed-Exempt Family Home</td><td>Licensed Center</td><td>Licensed-Exempt Ce</td></tr></table>	Licensed Family Home	Licensed-Exempt Family Home	Licensed Center	Licensed-Exempt Ce
Licensed Family Home	Licensed-Exempt Family Home	Licensed Center	Licensed-Exempt Ce		

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.

Indicate options for ARPA quality activities

Quality Activities *

- Recruitment Bonus ⓘ
- Health and Safety Bonus ⓘ
- CLASS Bonus - PreK ⓘ
- CLASS Bonus - Infant/Toddler ⓘ

Program Year * 2022-2023

Eligibility Criteria for each Early Learning/Child Care Provider


* Does your program meet the following eligibility criteria requirements?

Item	Yes	No
Are you contracted with a local early learning coalition for SR and/or VPK services?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are you under investigation or been convicted of child care fraud?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Are you on the Florida Child Care Food Program (CCFP) USDA Disqualified List?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Have you had a contract with an early learning coalition terminated and eligibility revoked within the past five years?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Have you submitted W-9 and direct deposit forms for payment?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Provider Attestation - please read carefully before submitting

I am submitting this application to qualify for and receive one or more of the ARPA Supply Building Bonuses and understand all monies received must be used for the bonuses awarded. I attest to the fact that the information I have provided in this application is true and accurate and understand if my application is incomplete or incorrect it may be returned to me. I have read over this application to ensure completeness and correctness and have made a copy of this application for my own records.

Signature of Authorized Provider
Representative *



* I confirm that this electronic signature is to be the legally binding equivalent of my handwritten signature and that the data on this form is accurate to the best of my knowledge.

Yes

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.

The screenshot shows a web application interface for viewing application details. At the top, there is a navigation bar with icons for home, download, print, calendar, and a 'Detail' tab. Below this is a summary row with the following data: ID 1004, Date Submitted 1/5/2023 9:28 PM, License # C07V00410, Class Score 624, Signature Confirmation Yes, and ARPA Review Submitted. Below the summary row is a table with the following columns: ID, Date Submitted, License #, Class Score, Provider ID, Signature Confirmation, and ARPA Review. The main content area is divided into two sections: 'Provider Information' and 'MAP'. The 'Provider Information' section contains the following details: Created By Test Provider, Modified By Test Provider, Locked Yes, and Date Submitted 1/5/2023 9:28 PM. The 'MAP' section shows a map of Lake Helen, Georgia, with a blue location pin and street names like Summit Ave, N Volusia Ave, and King St.

ID	Date Submitted	License #	Class Score	Provider ID	Signature Confirmation	ARPA Review
1004	1/5/2023 9:28 PM	C07V00410	624		Yes	Submitted

Provider Information

- Created By: Test Provider
- Modified By: Test Provider
- Locked: Yes
- Date Submitted: 1/5/2023 9:28 PM

MAP

Lake Helen

- 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.

Continued Quality Improvement (CQI)

- Submit plan to elc.quality.grants@elcofswfl.org
- If you have already participated, you are not eligible for this portion of the grant.
- Please review this power point before submitting a plan: [WCW CQI](#)
- List of possible vendors: [CQI Vendor List](#)

- Do not begin CQI until you have received an official letter of approval from the Early Learning Coalition

Questions

elc.quality.grants@elcofswfl.org

