

OEC Child Day Care Annual Reporting Requirements 2016-2017

Below is a list of the OEC Child Day Care Annual Reports to be collected for the 2016-2017 fiscal year. An email was sent to all Child Day Care Contract contacts with a list of the forms required for each program. Please refer to these two documents to ensure that you submit the appropriate forms for each contract and program.

All Contractors

- *OEC-CDC Program Contact List 2016-2017*. Please update contact information as appropriate. The DUNS number previously submitted is included in the tracking chart for your reference (see https://www.whitehouse.gov/sites/default/files/omb/grants/duns_num_guide.pdf for more information about DUNS numbers).

Any contractors with multiple sites and/or subcontractors

- *OEC-CDC Program Space List 2016-2018*

Contractors who subcontract for services under the Child Day Care program

- *OEC-CDC Subcontractor Monitoring Plan*

All Programs

- *OEC-CDC Dates of Closure*

Contractors/programs that do not currently receive funding through a School Readiness grant

- *OEC-CDC Community Collaboration Documentation*

Any programs providing full-time care for wrap-around preschool or school-age slots

- *OEC-CDC Weeks of Full-Time Care*

All Contractors that Serve School-Age Children

- *OEC School-Age Continuous Improvement Plan*: This is a new requirement to document efforts to ensure quality programming for school-age children. The following language will appear in a forthcoming General Policy regarding approval systems:

For school-age programs funded through the Child Day Care Contracts, there is currently not a clear viable model for achieving accreditation or approval. In lieu of a clear, viable accreditation entity, contractors operating or subcontracting for school-age programs must complete an *OEC School Age Continuous Improvement Plan* to be submitted to and approved by the OEC, to be effective for the term of the contract. This plan should involve comparing the school-age program against some set of external criteria. Examples include the School-Age Environmental Rating Scales (SACERS), participating or using criteria from the NAEYC School-Age Accreditation pilot, or use of *After-School Quality: The Process of Program Improvement*.