



**FAMILY CHILD CARE PROVIDER
FY2017 RATE INCREASE CERTIFICATION**

In order to be eligible to accept the maximum FY2017 rate increase, the Provider/Educator certifies to the Department of Early Education and Care ("EEC") that it will comply with the following requirements:

1. The Provider/Educator currently provides subsidized child care services through EEC funded contracts or vouchers or holds an active agreement to service subsidized child care services through contracts or vouchers.
2. The Provider/Educator will maintain its rate(s) charged to and collected from the general public so as to equal or exceed the rate(s) at which EEC will reimburse the Provider/Educator for the same service(s) under the FY2017 rate increase provider agreement contract amendment(s).¹
3. In the event that any of the Provider/Educator's rates charged to and collected from the general public (also known as its private rates) are below the rate(s) at which EEC will reimburse the Provider/Educator for the same service(s), the Provider/Educator will, no later than June 1, 2017, increase its rate(s) charged to the general public so as to equal or exceed the rate(s) at which EEC will reimburse the Provider/Educator for the same service(s) under the FY2017 rate increase provider agreement contract amendment(s).
4. The Provider/Educator is certifying that this rate is effective July 1, 2016. The Published Private Rates in the Child Care Financial Assistance (CCFA) must be updated with an effective date of July 1, 2016, to receive the rate increase.
5. The Provider/Educator must use the funds received through the FY2017 rate increase to increase salaries², increase benefits, provide stipends for professional development of child care workers, and/or for programmatic quality improvements.

¹ The Commonwealth cannot be charged a rate which is higher than the lowest fee charged to the general public for human and social services, including child care, with the following exceptions: (a) where a Provider/Educator has charged and collected a fee calculated based upon EEC's approved sliding fee scale (i.e., parent fees); or (b) where a Provider/Educator has sufficient restricted charitable contributions designated by its donor, in writing, to be used to offset the difference between the child care fee charged and collected to a private paying family and the rate charged to the Commonwealth. *See* 808 CMR 1.03(4).

² For Provider/Educators electing to increase salaries to pursue the objectives of this FY2017 rate increase, the Provider/Educator may also use the FY2017 rate increase to cover the increased cost of employer payroll tax and fringe benefit obligations directly associated with these salary increases, if necessary, provided that the Provider/Educator is able to maintain documentation of these payroll increases.

6. The Provider/Educator will maintain documentation to support that funds received through the FY2017 rate increase have been distributed in accordance with the requirements outlined in this certification form and in accordance with its own fair and equitable professional development plan. This documentation must detail:
 - a. the amount each staff person received in salary, benefit or stipend and/or the amount used to implement programmatic quality improvements;
 - b. the effective date of any salary, benefit, stipend, or programmatic quality improvement increase;
 - c. the reason for the amount given; and
 - d. the date the increase, benefit, stipend, or programmatic quality improvement was made.

Furthermore, the Provider/Educator acknowledges the following:

1. In addition to all other rights granted to the Commonwealth under law and the Terms and Conditions for Human and Social Services Contracts, EEC Contract and Monitoring Staff may request information and conduct file reviews to determine compliance with all requirements outlined in this certification form.
2. Should the Provider/Educator fail to expend the funds received through the FY2017 rate increase in accordance with these requirements, the funds are subject to recoupment by EEC, and the rate increase may be suspended/and or withdrawn.
3. The Provider/Educator will disburse all funding received through the FY2017 rate increase by June 30, 2017.

EEC is collecting your published/private rates on the chart below. Please complete as applicable to your program:

Provide Region and Effective Date	
Region: _____	Effective Date: _____
Provide Private Pay Rate	
Center Based Program	
Infant	
Toddler	
Preschool	
Before School	
After School	
Before and After School	
School Age Full Day	
Family Child Care (If a FCC System include Admin. Rate)	
Providers: Under 2 Years of Age	
Providers: 2 Years of Age and Over	
Head Start	
Before Head Start (up to 2 hours)	
After Head Start (minimum 4 hours)	
Before and After Head Start	
Full Day (Head Start Not in Session)	
Kindergarten	
Before Kindergarten	
After Kindergarten	
Before and After Kindergarten	
Full Day Kindergarten	

Legal Name of Provider/Educator:

Region (submit only one form for each region that you hold one or more contracts)

The Provider/Educator agrees to comply with the requirements stated herein above.

Provider/Educator's Authorized Signature

Date

Provider/Educator's Authorized Signatory's Name