

## Smart Start Illinois - Workforce Compensation Contracts Survey FAQs

**Updated August 1, 2023**

### Why is this survey being conducted?

Illinois Department of Human Services is preparing to launch Child Care Workforce Compensation Contracts in 2024. These contracts will provide stable, ongoing funding to qualifying child care providers to compensate their staff. The information gathered by this survey will be used to ensure that contracts' rates reflect the actual costs faced by providers including wages, benefits, rent/mortgages and supplies.

### Who should fill out the survey?

Any child care provider in Illinois who provides **full-day, full-year, licensed care** should complete the survey. There are separate surveys for [center-based](#) and [home-based](#) providers.

### What is the deadline?

Please complete the survey by **August 31, 2023**.

### I am part of a network of child care providers. Should each site complete its own survey?

Yes, each site should complete the survey for its own location.

### What information do I need to complete the survey?

The survey will ask about the cost of expenses such as wages, rent or mortgage payments, food, and insurance. It may be helpful to refer to your budget, accounting materials, or financial statements while completing the survey.

You will also need your Org ID, which you can find by logging into Gateways Registry and navigating to your Director Portal.

### I don't know my Org ID. Where can I find it?

Your Org ID was provided in the email you received from INCCRRA announcing the survey. You can also find it by logging into Gateways Registry and navigating to your Director Portal.

### What if I don't have information for some of the questions in the survey?

If you do not have specific information about a question in the survey, enter your best estimate of your costs. If your program does not have that type of cost, leave the question blank. Your response will still be useful even if you are not able to answer every question!

### How is this different from the Salary and Staffing Survey?

This survey supplements the information gathered in the Salary and Staffing Survey. For example, this survey includes information about non-personnel expenses like rent or mortgage payments, food, and insurance that are not part of the Salary and Staffing Survey. The information provided in the Salary and Staffing Survey will also be used to inform the cost of child care calculations and the Child Care Workforce Compensation Contracts.

### What if I have a full-time employee who is shared between multiple classrooms?

For each classroom, enter them as a part-time staff member. For example, if you have an assistant teacher who spends part of the day in two different classrooms, they should be listed as a part-time staff member in both classrooms.

Is the survey anonymous?

Individual responses will be kept confidential and will not be shared outside of the team analyzing the survey. To keep the survey as short as possible, your responses will be linked to other information that INCCRRA already has about your program, such as your location, demographic information, and licensing status. The survey is not an audit and will not be used to penalize programs in any way, so please be as honest and forthcoming as possible. If there is specific information you are not willing to share, you may leave that question blank.

How do I know whether my program will qualify for the workforce compensation contracts?

Eligibility for the workforce compensation contracts is still being developed, and the results of the survey will inform how the program is designed. We will keep providers updated throughout this process.

How much funding will the workforce compensation contracts provide?

The amounts for the workforce compensation contracts are still being developed. Collecting accurate, up-to-date information in this survey will help to ensure that the amounts of the contracts are appropriate and reflect providers' real costs.

Why aren't you asking about what wages I pay my staff?

Providers recently completed the Salary and Staffing Survey, and wage data is also available from previous grant reporting. We are making use of this other data to keep this survey as short as possible.

Why are you asking about non-personnel costs like rent, utilities, and food, if the contracts are for workforce compensation?

The amount of the contracts will be based on a cost model that estimates the cost of running a typical child care program in Illinois. All of the costs of running the program are included in the cost model, including personnel costs (wages and benefits) and non-personnel costs (including rent, insurance, supplies, etc.). Contract amounts will be based on a full picture of the program's financial needs and reflect the financial impact of raising wages.

My question isn't answered here. How can I get help with the survey?

If you have a question that is not answered here, [fill out this form](#). Someone from the survey team will follow up with you and may add your question to our FAQs.