

## 2019-2020 NIH Child Care Board Work Plan

### Back-up Care Program

- Evaluate and report utilization of the program for the current contract year.
- Examine trends in program usage across contract years.
- Increase program awareness and utilization by collaborating with the Communications and Outreach Committee on marketing and communication strategies.
- Participate and advise the ORS in the selection of a provider for the new contract.

### Child Care Subsidy Program

- Evaluate and report program utilization, specifically the impact of increasing the total household income and reimbursement rates.
- Collaborate with the Communication and Outreach Committee to disseminate new outreach materials and to monitor the effect of outreach efforts.

### Communication and Outreach

- Continue to use an outreach calendar and available analytics to plan activities; leverage the calendar to record metrics and demonstrate progress.
- Assess and support other Child Care Board committees in reaching outreach, awareness, and utilization goals.
- Support the ORS in preparation and implementation of October 2019 Work and Family Month.
- Review and submit recommendations to the ORS on Child and Family Programs' communications and outreach efforts, including websites and other digital outreach channels.
- Support the Innovative Programs committee in replicating the 2012 Life@NIH Survey.

### Innovative Programs

- In consultation with the ORS/DATS and the Office of General Counsel, determine if, and in what capacity, NIH representatives could serve on local government or community forums focused on child care.
- In partnership with ORS/DATS and OHR, develop concepts and questions related to child care and family services to be included in replicating the 2012 Life@NIH Survey to assess NIH-wide awareness of programs, supervisor training efforts, and upcoming trends. Partner with other stakeholders such as Health and Wellness Council, Aging and Adult Dependent Care Committee, and Office of Human Resources in developing the survey.
- Draft and submit a letter to Dr. Michael Gottesman, Deputy Director for Intramural Research that will provide information regarding the high cost of child care for fellows and trainees, and their inability to utilize the NIH Child Care Subsidy program. In conjunction, the Committee will be available to assist the Office of Intramural Research (OIR) regarding any questions relating to the cost of child care for fellows and trainees, as well as inform the OIR about potential child care subsidy opportunities to service the NIH Intramural fellows and trainees.

### Membership

- Conduct a membership campaign beginning in March 2019 to recruit for two vacancies, with interviews taking place in April 2019.
- Advertise and recruit various members of the NIH community to attract a diverse array of candidates.
- Establish the OHR liaison position for Board year 2020-2021.

### Wait List

- Review Wait List data and report on trends and impact of changes to policies and procedures on an annual basis.