



2022-2023 NIH Child Care Board Work Plan – Revisions 11.01.2022

Membership Committee

- Advertise and recruit members of the NIH community to represent a diverse array of candidates, recognizing that members from various ICs, professions, backgrounds, and experiences will increase the success of the Child Care Board.
- Conduct the annual membership campaign beginning in March 2023 to recruit for vacancies and hold interviews in April 2023.
- Continue to review all liaison positions during the 2022-2023 Board year.

Child Care Subsidy Program

- Evaluate and report program utilization during and after the COVID-19 pandemic.
- Monitor response from ORS regarding recommendations to maximize utilization and increase AGI threshold /percentages of reimbursement to program participants.
- Continue with outreach efforts to increase awareness and utilization of the program in collaboration with the Communications and Outreach Committee.
- Collaborate with Innovative Programs Committee to support childcare cost support for NIH intramural fellows/trainees, as needed.

Back-Up Care Program

- Monitor and report program utilization for the current contract year.
- Track usage by eligible fellows and trainees.
- 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.
- Work with the Innovative Programs Committee to explore avenues for providing childcare cost support for fellows/trainees, including costs associated with the use of Back-Up Care.

Childcare Wait List

- Review Wait List data and report on trends and the impact of changes to policies and procedures on an annual basis, including:
 - Impact of re-engaging with individuals from other Federal Agencies.
 - Impact on preschool spaces with the addition of NIH contractors.
 - Impact of returning to the physical workspace and workplace flexibility policies, like local-remote work status.
- Continue to examine the impact of the COVID-19 pandemic on childcare availability throughout Montgomery County and its impact on the Wait List.
- Review trends in demographics and universal preschool options for impact on the Wait List.
- Collaborate with ORS, Child Care Center Directors, and the NIH Wait List Administrator to develop creative solutions and strategies for maximizing the utility and sustainability of the NIH Wait List for the NIH community.
- Work with the Communications and Outreach Committee to continue awareness about Other Feds and Contractor registration eligibility.

Communications and Outreach

- Continue to use available website analytics to plan activities; record metrics and demonstrate progress.
- Assess and support other NIH Child Care Board committees in achieving outreach, awareness, and utilization goals.
- Review and submit recommendations to ORS on Child and Family Programs' communications and outreach efforts, including websites and other digital outreach channels.
- Support the Waitlist Subcommittee to continue awareness about Other Feds and Contractor registration eligibility.
- Support the design and implementation of a survey to understand the lasting impacts of the COVID-19 pandemic on NIH parents and families.

Innovative Programs

- Stay up to date on local community childcare plans, policies, programs, and resources via ORS/the NIH Child and Family Programs staff and Montgomery Moving Forward.
 - Specifically, engage with and learn from the Child Opportunity Alliance.
- In collaboration with ORS, NIH Child Care Centers, and other interested parties, determine the challenges that remain in the childcare space resulting from the COVID-19 pandemic and strategize ways to improve.
 - Part of this effort may involve partnerships with ORS/OHR to assist in the development and implementation of survey(s), such as the next Life@NIH Survey, to assess NIH-wide awareness of programs, supervisor training efforts, needs of specific NIH communities (i.e., fellows/satellite campuses), and upcoming trends.
 - Support ORS on ECDC lease renewal.
- In collaboration with OIR, continue to review and determine the mechanism(s) to support childcare costs for NIH intramural fellows.
 - Collaborate with Director, OITE on engagement opportunities and other methods to support NIH Trainees.
 - Provide updates on initiatives, progress, and challenges to Scientific Directors.