



2023-2024 NIH Child Care Board Work Plan

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 2024 to recruit for vacancies and hold interviews in April 2024.
- Continue to review all liaison positions during the 2023-2024 Board year.

Child Care Subsidy Program

- Evaluate and report program utilization, including the impact of the new eligibility thresholds.
- Continue with outreach efforts to increase awareness and utilization of the program in collaboration with the Communications and Outreach Committee.
- Assist the Innovative Programs Committee to explore avenues for providing childcare cost support for NIH Intramural fellows/trainees.
- Evaluate the effectiveness of the current income threshold to determine if an additional increase should be recommended.

Back-Up Care Program

- Monitor and report program utilization for the current contract year, including usage by fellows and trainees.
- Examine trends in program usage across contract years.
- Maintain program utilization and strive to 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.

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: 1) the switch of providers at the NWCCC; and 2) impact of returning to the physical workspace and workplace flexibility policies, i.e., local remote work status (May 11, 2023, marked the [end of the federal COVID-19 public health emergency \(PHE\) declaration.](#))
- Examine how long-term changes to the workforce impact childcare needs and availability throughout Montgomery County and its impact on the Childcare Wait List.
- Collaborate with the NIH CCB, ORS, Child Care Center Directors, and the NIH Childcare Wait List Administrator to develop creative solutions and strategies for maximizing the utility and sustainability of the NIH Childcare Wait List for the NIH community.
- Refresh FAQs on the NIH Child and Family Programs website page.

- Work with the Communications and Outreach Committee to improve awareness about the NIH Childcare Wait List.

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 Childcare Wait List Committee to continue awareness about other feds and contractor registration eligibility.

Innovative Programs

- Continue to partner with the Office of Intramural Training and Education, as well as the Deputy Director for Intramural Research, to support NIH intramural fellows with their child and family care needs.
- Continue our engagement with Montgomery Moving Forward and Child Opportunity Alliance to stay up to date on local community childcare plans, policies, programs, and resources.
- Stay informed on the work of the NASEM Caregivers Study and the NIH ACD Postdoc Working Group, including each of their final reports and recommendations, to develop and advocate for innovative ways to support NIH working parents/caregivers and families.