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Mayor



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Hardship Advances for Providers

Starting on July 1, 2017, OECE is shifting all payments to a monthly basis paid after services are delivered.

Providers who will experience a cash-flow hardship during July 2017 (because the first payment from OECE will be issued to all providers in August 2017 for July services) can apply for a two-month advance payment. Interested providers must email or fax their request to their OECE point of contact. Please include the following information in your request:

- 1) First and last name of person applying for the advance
- 2) Name of the business or center
- 3) Street address for FCCs and administrative address for centers
- 4) License number (s)
- 5) Amount of advance requested (Note: The amount cannot exceed the maximum of two months of projected payments under the ELS/PFA system for existing enrollments. OECE will not issue advances for future or anticipated enrollments.)
- 6) Brief description of rationale for why the provider will experience a cash-flow issue without the advance.

Please refer to the following timeline to submit your request, receive a response to your request and to know when to expect the advance (if approved):

If you submit an advance request by:	OECE issues a response to your request by:	You will receive an advance payment by:
July 10, 2017	July 11, 2017	July 18, 2017
July 17, 2017	July 18, 2017	July 25, 2017

Providers who are granted a hardship advance will be required to pay the advance back by December 31, 2017. The repayment schedule will be at a rate of 1/5 of the total advance per month for the subsequent 5 monthly payment cycles.

For more details about hardship advances, please visit our website at <http://sfoece.org/whats-new/>.