

To: Janice M. Molnar, Ph.D.

Deputy Commissioner
New York State Office of Children and Family Services
Division of Child Care Services
52 Washington Street, Room 309S
Rensselaer, NY 12144

County_____

The above named Local Social Services District is requesting waiver approval for the following regulatory requirements under Part 404 and child care services regulations under Part 415 of Title 18 of the official Compilation of Codes, Rules and Regulations of the State of New York so that social services districts can encourage participation in the new Early Head Start Child Care Partnerships by allowing flexibility in areas that will promote continuity of service to children.

The above named County requests the following waiver requests for Early Head Start-Child Care Partnerships (check all waivers that your district wants to request):

Family co-pay

Waive 18 NYCRR § 415.3(e) which requires that each family receiving child care services, with the exception of a family on temporary assistance, pay a family share based on income. This waiver pertains only to families in receipt of child care in lieu of Temporary Assistance, and only for the child(ren) participating in an Early Head Start Child Care Partnership program.

Flexibility in eligibility periods

Waive 18 NYCRR § 404.1(d) which requires that redetermination be made not less than every 12 months. This waiver will allow districts to match child care eligibility periods to the Early Head Start Child Care Partnership program period regardless of disruptions in the parent's eligibility. This waiver only applies to the child(ren) participating in an Early Head Start-Child Care Partnerships.

Flexibility in reporting changes in family circumstances

Waive 18 NYCRR § 415.4(b)(2), which requires applicants and recipients to report immediately any change in financial circumstances, living arrangements, employment, household composition, or other circumstances that affect the family's need or eligibility for child care services.

The waiver would relax the income documentation/verification requirements and revise the redetermination process to relax/eliminate the need for parents to report even small changes in their circumstances that lead to a loss of eligibility for child care. This waiver would pertain only if the parent only has a child participating in an Early Head Start Child Care Partnership program.

Pay for enrollment

Waive 18 NYCRR § 415.6(b), which districts to elect to make a payment on behalf of children who are temporarily absent. This waiver would pertain only if the parent only has a child participating in an Early Head Start Child Care Partnership program.

Districts may amend their Child and Family Services Plan to include absences, increase the number of allowable absences, or exceed the number of absence currently allowed in regulation. Districts selecting this option must indicate the number of days they will allow or if they have elected not to limit the number of allowable absences.

Other – Please elaborate.

Commissioner signature: _____ **Date:** _____

You can fax a signed copy of this form to ((518) 474-9617 Attn: Rhonda Duffney or e-mail this form to Rhonda.Duffney@ocfs.ny.gov. Please mail a signed hard copy of this form to Janice M. Molnar, Ph.D., at the address listed on the top of page 1.