



October 7, 2009

**New York State
Office of
Children & Family
Services**

www.ocfs.state.ny.us

Mr. Arthur R. Johnson, Commissioner
Broome County Department
of Social Services
36-42 Main Street
Binghamton, NY 13905

David A. Paterson
Governor

Dear Commissioner Johnson:

Gladys Carrión, Esq.
Commissioner

You were previously notified in a letter dated, July 27, 2009 that your district's January 1, 2007 to December 31, 2010 Child and Family Services Plan Annual Plan Update, except for the Child Care Appendix G-8, Additional Local Standards, of the Administrative Component, had been approved by the Office of Children and Family Services.

Capital View Office Park
52 Washington Street
Rensselaer, NY 12144

This letter is to inform you that the review of Appendix G-8, Additional Local Standards is complete and has been approved effective October 6, 2009. For your records I have attached a copy of the approved Appendix G-8, Additional Local Standards.

If you have any questions about this approval or the child care section found in your Annual Plan Update 2008-2009 please contact Ms. Rhonda Duffney, (518) 474-3775 or by e-mail at Rhonda.Duffney@ocfs.state.ny.us.

Sincerely,


Janice M. Molnar
Deputy Commissioner
Division of Child Care Services

cc: Donald Bowersox

Attachment: Appendix G-8, Additional Local Standards



An Equal Opportunity Employer



July 27, 2009

Commissioner Arthur R. Johnson
Broome County Department of Social Services
36-42 Main Street
Binghamton, New York 13905

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Gladys Carrión, Esq.
Commissioner

Capital View Office Park
52 Washington Street
Rensselaer, NY 12144



**New York State
Division of
Probation and
Correctional
Alternatives**

www.dpca.state.ny.us

Robert Maccarone
State Director

80 Wolf Road
Suite 501
Albany, NY 12205

David A. Paterson
Governor



An Equal Opportunity Employer

Dear Commissioner Johnson:

This letter is to inform you that your January 1, 2007 to December 31, 2010 County Child and Family Services Plan (CFSP) Annual Plan Update, except for the Child Care Appendix G-8, Additional Local Standards, of the Administrative Component, has been approved by the Office of Children and Family Services.

The Appendix G-8 is still being reviewed for regulatory compliance and your county will be contacted with the results of that review. The OCFS Division of Child Care Services (DCCS) will work with your county to obtain approval of Appendix G-8. Until such time that Appendix G-8 is approved, you may not implement these additional standards. If you have any questions about the child care section of your Annual Plan Update, please contact Ms. Amy Ryan at (518) 474-9620, or by e-mail at Amy.Ryan@ocfs.state.ny.us.

Additionally, the PINS Diversion Services Plan of your January 1, 2007 to December 31, 2010 County Child and Family Services Plan (CFSP) Annual Plan Update (APU) has been jointly approved by the Division of Probation and Correctional Alternatives and the Office of Children and Family Services.

The Office of Children and Family Services and the Division of Probation and Correctional Alternatives are committed to working together to provide the support probation, youth bureaus and local social service departments need to improve outcomes for youth and their families. We look forward to working with your county to implement the provisions of your CFSP APU.

Sincerely,

Robert M. Maccarone
State Director
Division of Probation and Correctional Alternatives

Laura M. Velez
Deputy Commissioner
Division of Child Welfare and Community Services

Janice M. Molnar
Deputy Commissioner
Division of Child Care Services

Cc: file

**APPENDIX G-1
CHILD CARE SECTION
DATED 2007-2009**

County: Broome

I. Administration (Required Section)

Describe how your district is organized to administer the child care program, including any functions that are subcontracted to an outside agency.

1. Identify the unit that has primary responsibility for the administration of child care for:

Public Assistance Families: **Services Day Care Unit**

Transitioning Families: **Services Day Care Unit**

Income Eligible Families: **Services Day Care Unit**

Title XX: **Services Day Care Unit**

2. Indicate the use of New York State Child Care Block Grant (NYSCCBG) Funds.

| | |
|---|--------------------|
| FFY 06-07 Rollover Funds (<i>this amount is available from the NYSCCBG ceiling report in the claiming system</i>) | \$110,589 |
| Estimate of FFY 07-08 Rollover Funds | \$126,586 |
| Estimate of Flexible Funds for Families (FFFS) for child care subsidies | \$0 |
| NYSCCBG Allocation for SFY 08-09 | \$4,962,449 |
| Estimate of Local Share | \$292,021 |

Total Estimated NYSCCBG Amount: \$5,381,056

| | |
|--|--------------------|
| | \$5,381,056 |
| A. Subsidy | \$4,653,508 |
| B. Other program costs (excluding subsidy) | \$0 |
| C. Administrative costs | \$496,771 |

3. Does your district have a contract or formal agreement with another organization to perform any of the following functions?

Function:

Organization:

Amount of Contract:

- Eligibility screening
- Assistance in locating care
- Child Care Information Systems
- Determining if legally-exempt providers meet State approved additional local standards (if applicable)
- Other

APPENDIX G-2

II. Other Eligible Families if Funds are Available (Required Section)

Listed below are optional categories of eligible families that your district can include as part of its ICP. Select any categories your district wants to serve and describe any limitations associated with the category.

| Optional Categories | Option | Limitations |
|--|--|--|
| 1. Public Assistance (PA) families participating in an approved activity in addition to their required work activity. | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | Substance abuse/Mental Health/ Counseling Services/Medical Services, Including physical therapy as part of the Employment plan. The plan must be re-evaluated every 6 months. |
| 2. PA families or families with income up to 200% of the State Income Standard when the caretaker is: | | |
| a) participating in an approved substance abuse treatment program | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | Family must be in receipt of Temporary Assistance. |
| b) homeless | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | Family must be in receipt of TA. |
| c) a victim of domestic violence | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | Family must be in receipt of TA. |
| d) in an emergency situation of short duration | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | Family must be in receipt of TA. |
| 3. Families with an open child protective services case when child care is needed to protect the child. | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | Day Care must be part of the protective Case plan for the family, irrespective of income. |
| 4. Families with income up to 200% of the State Income Standard when child care services are needed because the child's caretaker: | | |
| a) is physically or mentally incapacitated | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | Provided for up to 6 months with the circumstances reviewed every two months by the Day Care Unit, based on a medical report that the person is unable to care for the child. |
| b) has family duties away from home | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | Not applicable. |

| | | |
|---|--|---|
| <p>f) a two year full-time degree granting program at a community college, a two year college, or an undergraduate college with a specific vocational goal leading to an associate degree or certificate of completion</p> | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | <p>Caretaker is a TA recipient and this is part of their WTW plan.</p> |
| <p>g) a training program, which has a specific occupational goal and is conducted by an institution licensed or approved by the State Education Department other than a college or university</p> | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | <p>Caretaker is a TA recipient and this is part of their WTW plan.</p> |
| <p>h) a prevocational skill training program such as, a basic education and literacy training program</p> | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | <p>Caretaker is a TA recipient and this is part of their WTW plan.</p> |
| <p>i) a demonstration project designed for Education for Gainful Employment vocational training or other project approved by the Department of Labor.</p> <p>The parent/caretaker must complete the selected programs listed under number seven within 30 consecutive calendar months. The parent/caretaker cannot enroll in more than one program.</p> | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | <p>As long as the parent is enrolled and attending up to 40 hours per week in accordance with their WTW plan. Caretaker is a TA recipient.</p> <p>NOTE: Welfare to Work plans (WTW) are updated every 6 months at the recipients recertification appointment.</p> |
| <p>8. PA recipients and low income families with incomes up to 200% of the State Income Standard who are satisfactorily participating in a two-year program other than one with a specific vocational sequence (leading to an associates degree or certificate of completion and that is reasonably expected to lead to an improvement in the parent/caretaker's earning capacity) as long as the parent(s) or caretaker is also working at least 17 ½ hours per week. The parent/caretaker must demonstrate his or her ability to successfully complete the course of study.</p> | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | |

| | | |
|---|--|--|
| <p>9. PA recipients and low income families with incomes up to 200% of the State Income Standard who are satisfactorily participating in a four-year college or university program (leading to a bachelor degree and that is reasonably expected to lead to an improvement in the parent/caretaker's earning capacity) as long as the parent(s) or caretaker is also working at least 17 ½ hours per week. The parent/caretaker must demonstrate his or her ability to successfully complete the course of study.</p> | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | |
|---|--|--|

APPENDIX G-3

III. Reasonable Distance, Very Low Income, Family Share, Case Closings and Openings, and Fraud and Abuse Control Activities_ (Required Section)

Reasonable Distance

Your district is required to define reasonable distance based on community standards for determining accessible child care.

The following defines "reasonable distance": **Recipients who must travel 60 minutes or more to access child care will not be required to comply with work requirements.**

Describe any steps/consultations made to arrive at your definition: **Continuing previous defined standard as developed by an agency wide workgroup.**

Very Low Income

Very Low Income is defined by each district and is used in determining priorities for child care benefits.

Very Low Income is defined as **150%** of the State Income Standard.

Family Share

Family share is the weekly amount paid towards the costs of the child care services by the child's parent or caretaker. In establishing family share, your district must select a percentage from 10% to 35% to use in calculating the family share. The family share of child care is calculated by applying the family share percentage against the amount of the family's annual gross income that is in excess of the State Income Standard divided by 52.

Family Share Percentage selected by our district **35%**.

Case Closings (select one or two)

1. The district must describe below how priority is given to federally mandated priorities and describe local priorities. If all NYSCCBG funds are committed, the district will discontinue funding to those families that have lower priorities in order to serve families with higher priorities. Described below is how the district will select cases to be closed in the event that there are insufficient or no funds available.

Cases with the highest income will be closed first, initially reducing the income level to 175% of the State Income Standard (SIS), then to 150% of SIS, for all families not on TA. If there are still insufficient funds, the income level would then be reduced to 125% of SIS, followed by a reduction to 100% of SIS, if necessary.

Special needs families up to 200% of the poverty level will be given priority over very low income families.

APPENDIX G-3 (continued)

As cases are closed due to funding, the case will be added to the waiting list. New applicants will also be added to waiting list below the cases that were closed due to funding.

2. The district has not established priorities beyond the federally-mandated priorities. If all NYSCCBG funds are committed, case closings for families which are not eligible under a child care guarantee and are not a federally-mandated priority must be based on the length of time in receipt of services. The length of time used to close cases may be based either on the shortest or longest time receiving child care services but must be consistent for all families. The district has chosen to close cases based on:

- shortest time receiving child care services
- longest time receiving child care services

Case Openings

The district must describe below how priority is given to federally mandated priorities and how the district will select cases to be opened in the event that there are insufficient funds available.

Cases will be opened in the reverse order of the closing criteria.

Fraud and Abuse Control Activities

The district must identify below the criteria it will use to determine which child care subsidy applications suggest a higher than acceptable risk for fraudulent or erroneous child care subsidy payment and procedures for referring such applications to the district's front end detection system.

We will use the attached form (Attachment # 1) to refer the application to the Case Integrity Unit for their investigation and follow-up.

The district must describe below its sampling methodology used to determine which cases it will seek verification of an applicant or recipient's continued need for child care including, as applicable, verification of participation in employment, education or other required activities.

Each recipient of Child Care Subsidy must recertify every 6 months. Proof of employment, (4 weeks of most recent pay stubs), education, or other required activities as may be described in their Welfare to Work Plan must be furnished at that time.

Appendix G-3 (continued)

The district must describe below its sampling methodology used to determine which child care providers of subsidized child care services they will review for the purpose of comparing the child care providers attendance forms for children receiving subsidized child care services and any child and adult care food program inspection forms to verify that child care was actually provided on the days listed on the attendance forms.

The Department will contact Family Enrichment Network, the agency which administers CACFP in Broome County, on a quarterly basis to obtain the CACFP inspection checklist. The CACFP checklist will be compared to provider attendance for the randomly chosen time period. Last year, in Broome County, 71 providers participated in CACFP. Total cases reviewed per year will be 75% of participating providers.

The Day Care Unit will conduct Random Audit Inspections on legally-exempt providers using the attached Audit Inspection Form (attachment #2). If we find or suspect fraud we will make a referral to the Case Integrity Unit using their form (attachment #3).

APPENDIX G-4

IV. District Options (Required Section)

Districts have certain flexibility to administer the child care subsidy program to meet local needs. Check which options that your district wishes to include in your county plan. Complete attachments for any area(s) checked.

1. Our district has identified local priorities in addition to the federal priorities (complete Appendix G-5).
2. Our district has chosen to establish funding set-asides for NYSCCBG (complete Appendix G-6).
3. Our district is using Title XX funds for the provision of child care services (complete Appendix G-7).
4. Our district has chosen to establish additional local standards for child care providers (complete Appendix G-8).
5. Our district has chosen to make payments to child care providers for absences (complete Appendix G-9).
6. Our district has chosen to make payments to child care providers for program closures (complete Appendix G-10).
7. Our district has chosen to pay for transportation to and from a child care provider (complete Appendix G-11).
8. Our district has chosen to pay up to a 15% higher than the applicable market rates for regulated child care services that have been accredited by a nationally recognized child care organization (complete Appendix G-11).
9. Our district has chosen to pay up to 15% higher than the applicable market rates for non-traditional hours (complete Appendix G-11).
10. Our district has chosen to pay for child care services while a caretaker who works the second or third shift sleeps (complete Appendix G-11).
11. Our district has chosen to make payments to child care providers who provide child care services, which exceed 24 consecutive hours (complete Appendix G-12).
12. Our district has chosen to include 18, 19 or 20 year olds in the Child Care Services Unit (complete Appendix G-12).

APPENDIX G-4 (continued)

13. Our district is seeking a waiver from one or more regulatory provisions. Such waivers are limited to those regulatory standards that are not specifically included in law (complete Appendix G- 12).
14. Our district has chosen to pay for breaks in activity for low income families (non public assistance families, complete Appendix G-12).
15. Our district has chosen to use local equivalent forms such as, but not limited to, child care application, client notification and/or legally exempt enrollment forms (attach copies of the local equivalent forms your district uses).

Any previous approvals for local equivalent forms will not be carried forward into this county plan. Therefore, any local equivalent forms a district wishes to establish or renew must be included in this plan and will be subject to review and approval by OCFS.

**APPENDIX G-5
PRIORITY POPULATIONS-ADDITIONAL LOCAL PRIORITIES**

In addition to the federal priorities of very low income families and families with children who have special needs, the following additional local priorities have been selected:

Category: Rank:

Description:

**APPENDIX G-6
FUNDING SET-ASIDES**

Total NYSCCBG Block Grant Amount Including Local Funds

| | |
|------------------|----|
| Category: | \$ |
| Total set asides | \$ |

Describe for each category the rationale behind specific set-aside amounts out of the NYSCCBG (e.g. estimated number of children, etc.).

Category:

Category:

Category:

Category:

Category:

The following amounts are set aside for specific priorities out of the Title XX block grant:

Administrative Component-DSS
2008-09 Broome County APU

7/15/09 approved

APPENDIX G-6 (continued)

| | |
|-----------------------------|----|
| Category: | \$ |
| Category: | \$ |
| Category: | \$ |
| Total set asides (Title XX) | \$ |

Describe for each category the rationale behind specific set aside amounts out of the Title XX block grant (e.g. estimated number of children, etc.).

Category:

Category:

Category:

Category:

**APPENDIX G-7
TITLE XX CHILD CARE**

Projected total Title XX expenditures for plan duration: \$ 25,000.00 per year

Financial eligibility limits (percentage of State Income Standard) your district will apply based on family size. Maximum reimbursable limits are 275% for a family of 1 or 2, 255% for a family of 3, and 225% for a family of 4 or more. Districts that are utilizing Title XX funds only for child protective and/or preventive child care services must not enter financial eligibility limits as these services are offered without regard to income.

Family Size: (2) % (3) % (4) %

Programmatic Eligibility for Income Eligible Families. (Check all that apply.)

- Title XX: employment education/training
 seeking employment illness/incapacity
 homelessness domestic violence
 emergency situation of short duration
 participating in an approved substance abuse treatment program

Does your district apply any limitations to the programmatic eligibility criteria?
 YES NO

(See Technical Assistance #1 for information on limiting eligibility.)

If yes, describe eligibility criteria:

Does your district prioritize certain eligible families for Title XX funding?
 YES NO

If yes, describe which families will receive priority:

Does your district use Title XX funds for child care for open child protective services cases?
 YES NO

Does your district use Title XX funds for child care for open child preventive services cases?
 YES NO

APPENDIX G-8

(approved 10/6/09)

ADDITIONAL LOCAL STANDARDS FOR CHILD CARE PROVIDERS

The district may propose local standards in addition to the State standards for providers who will receive child care subsidies.

1. Described below are the additional local standards that will be required of providers as well as which providers must comply with each additional standard.

Providers of legally exempt in-home child care and providers of legally exempt family child care and all of the legally exempt family child care providers household members 18 years of age and older will be asked to sign a release which will allow our department to conduct a child welfare database check. The release will inform the legally exempt in-home and family child care providers and the legally exempt family child care provider's household members 18 years of age and older that the district will complete a review of their local child welfare database to determine if the legally exempt in-home child care provider or the legally exempt family child care provider and the legally exempt family child care provider's household members 18 years of age and older are the subject of an indicated child protective report.

The releases will be included in the enrollment package. The enrollment agency will return the signed releases to our department. The enrollment agency will notify our department immediately if the release has not been signed and the additional standard will not apply to those individuals that did not sign the release. The local welfare data base check will only be done at initial enrollment.

If a legally exempt in-home child care provider or the legally exempt family child care provider and/or the legally exempt family child care provider's household member(s) 18 years of age and older refuse to sign the release which would allow our Department to conduct a local child welfare database check, our Department will inform the parent/caretaker of the refusal so that they can consider the refusal when they make a decision to select the provider. In these situations, parents will be reminded of their right to choose another provider and will be given information about how to locate other providers.

When a local child welfare database check reveals that a legally exempt in-home provider or a legally exempt family provider and/or the legally exempt family child care provider's household member(s) 18 years of age and older are the indicated subject of a child abuse or maltreatment report the provider will be required to submit to our department a written statement providing information concerning the indicated report(s). This statement must be signed by the parent/caretaker acknowledging receipt of this information and confirming the parent/caretaker's wish to use this child care provider.

APPENDIX G-8 (continued)

If the information regarding the indicated child protective report does not correlate with the information obtained from the local child welfare database check, our department will notify the parent/caretaker and provider that the provider has 10 days to clarify any discrepancies in the information submitted, and submit information showing why the district information is inaccurate. If the provider does not take this action within 10 days, the district will notify the enrollment agency that the additional standard has not been met.

If the information regarding the indicated child protective report correlates with the information obtained from the local child welfare database check, there are no other health or safety concerns, and the parent/caretaker still chooses to use the provider, the district will notify the enrollment agency that the additional standard has been met. In some cases, our district will need to inform the parent that the parent's decision to place their child in the care of this provider would place their child at risk. As mandated reporters, our district is obligated to make a report of suspected child abuse or maltreatment if placing the child in the care of a provider would place the child in imminent danger of impairment and the parent/caretaker nevertheless places the child in that provider's care. Parents will be informed of their right to choose an alternative provider and be given information about how to locate other providers.

2. Described below are the methods and resources that will be utilized to determine that these additional local standards are being met.

When the legally exempt in-home child care provider and the legally exempt family child care provider and the legally exempt family child care provider's household members 18 years of age and older have signed the release which allows our Department to conduct a local child welfare database check, our designated Department staff will check the local child welfare database for indicated reports of child abuse or maltreatment. The results of the local child welfare database check will be given to the Day Care Unit Staff for appropriate action as described in the response to item one above.

If the local child welfare database check reveals an indicated child protective report the Day Care Unit Staff will follow the procedures outlined in item number one above.

APPENDIX G-8 (continued)

3. Described below are the procedures the district will use to notify the Legally Exempt Caregiver Enrollment Agency as to whether or not the legally exempt provider is in compliance with the additional local standards. (Districts only need to describe this procedure if the additional local standard is applied to legally exempt child care providers.)

The Department is responsible to review additional standard criteria and inform the Enrollment Agency within 15 days if providers meet the additional standard criteria. Providers' that do not meet additional standard requirement will be contacted by the Department to be given an opportunity to submit a written acknowledgement by the parent.

**APPENDIX G-9
PAYMENT TO CHILD CARE PROVIDERS FOR ABSENCES**

The following providers are eligible for payment for absences:
(Check any that are eligible)

- Day Care Center Legally Exempt Group
 Group Family Day Care School Age Child Care
 Family Day Care

Our district will only pay for absences to providers with which the district has a contract or letter of intent. Yes No

Base period selected (check one) 3 months 6 months

Number of absences allowed during base period:

| Period | Routine Limits (# of days) | Extenuating Circumstances (# of days) | Total Number of Absences Allowed (# of days) |
|-------------|-------------------------------|---|--|
| In a month | 12 | 3 | 15 |
| Base period | 12 | 8 | 20 |

List reasons for absences for which the district will allow payment:

Child is ill. Child's parent or sibling is ill.

List any limitations on the above providers' eligibility for payment for absences:

The provider must be licensed or registered and have a signed letter of agreement with DSS.

The provider must charge non-subsidized parents for absences and submit documentation of such to the Day Care Unit.

The provider must notify Day Care if a child has been absent for two days (consecutive or not) within the calendar month. The provider and Day Care staff will attempt to contact the parent to determine the reason for the absence. Any

APPENDIX G-9 (continued)

subsequent absent payments in the month will be made only in circumstances of legitimate reason for the absence

Payments will only be made for days on which the parent is scheduled to work or attend an approved program.

Payment will not be made for days when the day care provider is not open.

Payment will not be made after the provider or parent terminates the placement.

Payment will not be made for times when the parent is on vacation.

Legally-exempt family and in-home providers are not eligible to receive payment.

Note: Legally exempt family child care and in-home child care providers are not eligible to receive payment for absences.

**APPENDIX G-10
PAYMENT TO CHILD CARE PROVIDERS FOR PROGRAM CLOSURES**

The following providers are eligible for payment for program closures:

- Day Care Center Legally Exempt Group
- Group Family Day Care School Age Child Care
- Family Day Care

Our district will only pay for program closures to providers with which the district has a contract or letter of intent. Yes No

Enter the number of days allowed for program closures (maximum allowable program closures is five days).

List the allowable program closures for which the district will provide payment.

Note: Legally exempt family child care and in-home child car providers are not allowed to be reimbursed for program closures.

**APPENDIX G-11
TRANSPORTATION, DIFFERENTIAL PAYMENT RATES, SLEEP**

Transportation

Describe below under what circumstances and limitations if any your district will use to reimburse for transportation, what type of transportation will be reimbursed (public vs. private), and how much your district will pay (per mile or trip). Note if paying for transportation, Appendix F will need to reflect this choice.

Differential Payment Rates

Indicate below the percentage above the market rate your district has chosen.

Accredited Programs may receive a differential payment up to **0%** above market rate.

Care during non-traditional hours may be paid up to **0%** above market rate.

Limitations to the above differentials are as follows: **N/A**

Payments may not exceed 15% above market rate. However, if your district wishes to establish a payment rate that is in excess of 15% above the applicable market rate must describe below why the 15% maximum is insufficient to provide access within the district to accredited programs and/or care provided during non-traditional hours.

Sleep

The following describes the standards that will be used in evaluating whether or not to pay for child care services while a parent or caretaker that works a second or third shift sleeps and any limitations pertaining to payment:

Child care may be provided while a parent or caretaker who works third shift (night shift) sleeps for children who are not in school and for children 9 years old or younger during non-school days, when no other responsible adult is available.

Parents or caretakers who use an in-home provider are required to provide documentation that they are paying minimum wage and any other applicable benefits.

Indicate the number of hours allowed by your district (maximum number of hours allowed is eight). **5 hours 59 minutes**

**APPENDIX G-12
CHILD CARE EXCEEDING 24 HOURS, CHILD CARE SERVICES UNIT, WAIVERS,
BREAKS IN ACTIVITIES**

Child Care Exceeding 24 Hours NO

Child care services may exceed 24 consecutive hours when such services are provided on a short-term emergency basis or in other cases where the caretaker's approved activity necessitates care for 24 hours on a limited basis.

Describe any limitations for payment of child care services that exceed 24 consecutive hours.

Child Care Services Unit NO

The Child Care Service Unit is the basis upon which a district will determine which household and/or family members should be counted in determining family size and countable family income.

Our district will include the following in the Child Care Services Unit (check which ones apply).

18 year old 19 year old 20 year old

-OR-

Our district will include only the following in the Child Care Services Unit when it will benefit the family (check which ones apply).

18 year old 19 year old 20 year old

Describe the criteria your district will use to determine whether or not an 18, 19 or 20 year old is included in the Child Care Services Unit.

Waivers

Districts have the authority to request a waiver of any regulatory provision that is non-statutory. Describe and justify why your district is requesting a waiver.

APPENDIX G-12 (continued)

Breaks in Activities NO

Districts may pay for child care services for low income families during breaks in activities for a period not to exceed two weeks or for a period not to exceed one month where child care arrangements would otherwise be lost and the subsequent activity is expected to begin within that period (check one).

- two weeks four weeks

Districts may provide child care services while the caretaker is waiting to enter an approved activity or employment or on a break between approved activities. The following low income families are eligible for child care services during a break in activities (check any that are eligible):

- entering an activity waiting to begin employment break between activities