

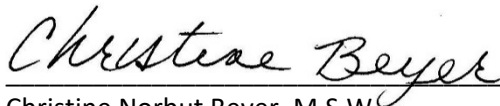


Guidance to Emergency Child Care Centers on Client Eligibility and Tuition

This guidance is issued pursuant to delegated authority under Executive Order 110. The following requirements, effective on and after April 1, 2020, until further notice or as long as Executive Order 110 is in effect, are in addition to those applicable to child care centers under existing guidance, law and regulation.

1. During the month of April, 2020, subject to extension upon further notice, all Essential Persons, as defined under Executive Order 110, shall be eligible to receive child care assistance through the Emergency Child Care Assistance Program (ECCAP) program. All essential persons, including those who are normally eligible for the Child Care Subsidy Program, shall be required to enroll in the ECCAP program in order to receive child care assistance through the ECCAP. The Department of Human Services, through the Child Care Resource and Referral Agency in each county, shall determine eligibility for the program.
2. Emergency child care centers (“centers”) authorized to operate after April 1, 2020, shall not enroll or provide emergency child care services to persons not approved for participation in the ECCAP.
3. For previously operating centers -- Tuition for emergency child care centers is not expected to rise except to account for increased operational costs. DCF reserves the right to review any increase in tuition from what the center charged in February 2020. Under no circumstances will tuition exceed 110% of rates charged as of February 29, 2020. New centers are expected to charge tuition that is reasonable and in accordance with operational costs. Under no circumstances will tuition exceed 110% of the statewide averages published in the Division of Family Development’s Cost of Care Survey.
4. Families with income at or below the thresholds established for participation in the CCSP during non-emergency periods shall not be charged any tuition in excess of the amount paid by the State under ECCAP. Families with income in excess of those thresholds may be charged for the difference between up to 110% of the center tuition, and the amount paid by the State under ECCAP. Centers shall report their tuition rates to the DCF Office of Licensing no later than April 15, 2020, and shall report on any changes thereafter.

5. Subsidy rates for all ECCAP participants shall be, per week and per child:
 - Infant (Ages 0 to 18 months) rate = \$450.35
 - Toddler/preschool (ages 18 months to 6 years) = \$415.70
 - School age (ages 6 to 13) = \$336.03
6. Child Care Resource and Referral Agencies will be contacting centers for additional information to help inform families about programs, rates and availability.
7. Centers shall not discriminate in admissions based on income, participation in the CCSP, or limitations on tuition imposed by this guidance.
8. Any tuition paid by families in excess of what is owed, as described in paragraph 4 above, prior to the receipt of State funding on their behalf shall be refunded to families within 2 business days of receipt of State funding for those services.
9. All persons enrolling children to receive emergency child care center services must complete an application and submit information on their occupation and employer to the designated Child Care Resource and Referral Agency for their county no later than April 3, 2020. A child not approved as the child of an essential person under Executive Order 110 shall not receive child care center services after April 7, 2020.



Christine Norbut Beyer, M.S.W.
Commissioner
Department of Children and Families



Carole Johnson
Commissioner
Department of Human Services