

DEPARTMENT OF SOCIAL SERVICES

CHILDREN'S DIVISION

P. O. BOX 88

JEFFERSON CITY, MISSOURI

April 15, 2016

What's Inside:
Increase in CC
Income
Eligibility
Guidelines

M E M O R A N D U M

TO: ALL REGIONAL AND COUNTY CD AND FSD STAFF

FROM: TIM DECKER, DIRECTOR, CHILDREN'S DIVISION
JULIE GIBSON, DIRECTOR, FAMILY SUPPORT DIVISION

SUBJECT: INCREASE IN CHILD CARE INCOME ELIGIBILITY GUIDELINES

REFERENCE: CHILDREN'S DIVISION
FAMILY SUPPORT DIVISION

DISCUSSION:

Effective April 1, 2016, Child Care Subsidy income guidelines were increased based on the Federal Poverty guidelines issued by the Federal Government. Maximum income limits have increased for households receiving Child Care Subsidy.

Income guidelines for initial Child Care Subsidy applications will continue to be determined using income up to 138% of the Federal Poverty Level (FPL). Transitional Child Care Level 1 (TCC1) income guidelines will remain 139% to 165% of the FPL, Transitional Child Care Level 2 (TCC2) income guidelines will remain 166% to 190% of the FPL and Transitional Child Care Level 3 (TCC3) will remain 191% and 215% of the FPL.

The Traditional Child Care Eligibility Income Guidelines and Sliding Fee Chart and the Transitional Child Care Sliding Fee Charts have been updated to reflect the new income guidelines. The new income guidelines for Child Care Subsidy can be found at <http://dssweb/fsd/programs/childcare/index.htm>. System changes were completed on March 7, 2016 to reflect the new income eligibility guidelines. FAMIS began using the new income guidelines for applications taken for April 2016 services.

Applications taken for March 2016 services will have income evaluated in FAMIS based on the income guidelines in effect since August 2015. When an applying household's income exceeds the income limit for March 2016, but does not exceed the income limit for April 2016, FAMIS will recommend rejecting the application for the March 2016 and approving the application for the April 2016.

Active cases with pending adverse actions (AABR/ AACL) based on income with a proposed action effective for April 2016 benefit month or later were evaluated on March 8, 2016. The processing center staff in Jackson County was notified of cases whose net income did not exceed the **new** income maximum for April 2016.

Each case was evaluated to determine if the countable income was less than or equal to the income guidelines in effect beginning April 2016 to determine if the family remained eligible for child care benefits at their current level. If the family remained eligible, the pending action (AABR/AACL) voided and a new eligibility determination (EDRES) was completed.

All were resolved by the date the adverse action status changed from Authorization Pending (AUP) to Authorization Complete (AUC). Once an adverse action status is changed to AUC, the case action has been taken, which results in the closing of the Eligibility Unit (EU) and the child's authorization to the child care provider.

If it was determined that the EU was eligible using the April 2016 income guidelines after the AUC action is completed, the case was cancel closed **and the child(ren) reauthorized to the provider.**

NECESSARY ACTION	
<ol style="list-style-type: none"> 1. Review this memorandum with all Children’s Division and Family Support Division staff. 2. Review revised Child Care Subsidy sections as indicated below. 3. All questions should be cleared through normal supervisory channels and directed to: 	
PDS/MAS II CONTACT Lisa M Schroeder 573-751-4031 Lisa.M.Schroeder@dss.mo.gov	PROGRAM MANAGER Marianne A Dawson 573-751-6793 Marianne.A.Dawson@dss.mo.gov
CHILD CARE ASSISTANCE PROGRAM MANUAL REVISIONS	
FORMS AND INSTRUCTIONS N/A	
REFERENCE DOCUMENTS AND RESOURCES Traditional Child Care Eligibility Income Guidelines and Sliding Fee Chart Transitional Child Care Income Guidelines Level 1 Transitional Child Care Income Guidelines Level 2 Transitional Child Care Income Guidelines Level 3	
RELATED STATUTE N/A	
ADMINISTRATIVE RULE N/A	

COUNCIL ON ACCREDITATION (COA) STANDARDS

N/A

CHILD AND FAMILY SERVICES REVIEW (CFSR)

N/A

PROTECTIVE FACTORS

Parental Resilience N/A

Social Connections N/A

Knowledge of Parenting and Child Development N/A

Concrete Support in Times of Need N/A

Social and Emotional Competence of Children N/A

FACES REQUIREMENTS

N/A