

DEPARTMENT OF SOCIAL SERVICES

CHILDREN'S DIVISION

P. O. BOX 88

JEFFERSON CITY, MISSOURI

September 21, 2017

M E M O R A N D U M

**What's Inside:**  
**Updated IM-**  
**1CC**  
**Application**

TO: ALL REGIONAL AND COUNTY CD AND FSD STAFF

FROM: TIM DECKER, DIRECTOR, CHILDREN'S DIVISION  
PAT LUEBBERING, DIRECTOR, FAMILY SUPPORT DIVISION

SUBJECT: UPDATED CHILD CARE SUBSIDY APPLICATION (IM-1CC)

DISCUSSION:

The purpose of this memorandum is to introduce the updated Child Care Subsidy Application (IM-1CC). An updated PDF version of the application is available in the [Forms Manual](#) on the intranet. Every local FSD office must order the new application through the Warehouse.

Begin using the updated version of the IM-1CC on October 1, 2017 or when the local FSD office receives the new IM-1CC from the warehouse, whichever is first.

***FORMS MANUAL UPDATE***

To Access the IM-1CC in the Forms Manual from the [FSD Intranet page](#):

- click Programs;
- click [Forms Manual](#);
- click [Volume I](#); and
- click [IM-1CC](#)

**NECESSARY ACTION**

1. Review this memorandum with all Children's Division and Family Support Division staff.
2. All questions should be cleared through normal supervisory channels and directed to:

<b>PDS CONTACT</b> Justin Logan 573-751-2037 <a href="mailto:Justin.C.Logan@dss.mo.gov">Justin.C.Logan@dss.mo.gov</a>	<b>MANAGER CONTACT</b> Marianne Dawson 573-522-2294 <a href="mailto:Marianne.A.Dawson@dss.mo.gov">Marianne.A.Dawson@dss.mo.gov</a>
<b>CHILD CARE SUBSIDY MANUAL REVISIONS</b> N/A	
<b>FORMS AND INSTRUCTIONS</b> <a href="#">IM-1CC</a>  <a href="#">IM-1CC (Spanish)</a>	
<b>REFERENCE DOCUMENTS AND RESOURCES</b> N/A	
<b>RELATED STATUTE</b> N/A	