

# CHILD CARE SUBSIDY



# CHILD CARE SUBSIDY PROGRAM

- \* Department of Elementary and Secondary Education (DESE) is the lead agency for the Child Care Subsidy program.
- \* Family Support Division determines Child Care Subsidy eligibility.
- \* Payment for Child Care Subsidy is made directly to a child care provider through an invoice system.

# APPLICATION PROCESS

- \* Eligibility Specialist should make a determination within 15 calendar days from date of application.
- \* Applicant might need to participate in an interview.
- \* Applicant must provide verification of schedule (work, school, training, etc.) before units of care are authorized to a child care provider.

# CHILD CARE SUBSIDY

Child Care Subsidy is based on two components:

- \*Eligibility

- \*Authorization

# TECHNICAL ELIGIBILITY

*Need* – Each parent must demonstrate a valid need for child care. A valid need for Child Care Subsidy may be one or a combination of:

- \* employment;
- \* education;
- \* training;
- \* job search;
- \* homeless;
- \* incapacitation of a parent; or

# TECHNICAL ELIGIBILITY

## HOMELESSNESS

- \* A homeless family must participate in a community based program designed to eliminate the homeless situation.
- \* Homeless shelters, domestic violence shelters and other community based organizations offer programs and resources to help families end homelessness.
- \* Eligibility specialists must verify the eligibility unit participates in activities with the community based program.

# FINANCIAL ELIGIBILITY

Income eligibility for Child Care Subsidy exists when the adjusted gross income does not exceed the poverty maximum based on the household size.

- \* 138% for Traditional Child Care
- \* 215% for Transitional Child Care
  - \* TCC A 139%-175% (80% payment)
  - \* TCC B 176% - 215% (60% payment)



# FINANCIAL ELIGIBILITY

Active EU's that reapply for benefits before the end of the certification period may qualify for Transitional Child Care (TCC) if the adjusted gross income exceeds 139% of poverty but does not exceed 215% of poverty.



# FINANCIAL ELIGIBILITY

TCC allows families to phase out of the Child Care Subsidy program in levels by:

- \* allowing parents to pay a larger portion of the child care expense as their income increases;
- \* removing the burden of paying the full child care cost when a small pay increase happens; and
- \* allowing parents to adjust and budget child care costs over a longer period of time.

# Application Details

- \* Child Care Subsidy eligibility expires the last day of the 12<sup>th</sup> month. The approval letter gives the date.
- \* Must reapply every year
  - \* New application will be mailed about 45 days before expiration.
- \* May be determined eligible, but not authorized to a child care provider.

# AUTHORIZATIONS

Once a parent is determined eligible by the Family Support Division, the child(ren) must be authorized to a legally operating child care provider.

Once a child is authorized to a valid child care provider, the provider will be able to invoice for payment.

# AUTHORIZATIONS



Before a child is authorized to a child care provider, the number of hours and number of days per week the applicant participates in a valid need component must be verified.



# AUTHORIZATIONS

A unit of care is determined by the number of hours and time of day that a child spends in child care. It determines the amount a child care provider can invoice for services rendered.

# AUTHORIZATIONS

- \* Number of hours in care:
  - \* part day (30 minutes to 2 hours and 59 minutes per day);
  - \* half day (3 hours to 4 hours and 59 minutes per day); or
  - \* full day (5 to 12 hours per day)

# AUTHORIZATIONS

- \* Time of day care is provided:
  - \* Daytime care is provided from 6:00 am to 7:00 pm Monday through Friday;
  - \* Evening care is provided from 7:01 p.m. to 5:59 a.m. Monday through Friday; or
  - \* Weekend care is provided from 6:00 a.m. Saturday to 7:00 p.m. Sunday.



# AUTHORIZATIONS

## Two Parent Households

The child's authorization is based on when both parents are engaged in a valid need at the same period of time and the child is not in school.





# AUTHORIZATIONS

## Sleep Time

A parent may be authorized for sleep time if the household is employed any part of a shift that is between 10:00 p.m. and 6:00 a.m.



# AUTHORIZATIONS

**Continuity of Care:** Child Care authorizations may continue if a household is enrolled in a valid need and a temporary change occurs. Temporary changes that could occur include but are not limited to:

- \* Winter or Spring break from school;
- \* Temporary factory shut-down;
- \* Vacation;
- \* Medical leave; or
- \* Maternity/paternity leave.

# CHILD CARE PROVIDERS

Determining Child Care Subsidy eligibility for a household is only half the process. The next step is finding a child care provider that the parent feels comfortable leaving their child with and accepts Child Care Subsidy payments.

# CHILD CARE PROVIDERS

Help the parent find a child care provider that fits their schedule, location and needs. A parent may search the Show Me Child Care Provider at <https://healthapps.dhss.mo.gov/childcaresearch/> or contact the contracted referral agency, Child Care Aware of Missouri, at 866-892-3228 or visit online at <http://mo.childcareaware.org/>.

# CHILD CARE PROVIDERS

- \* Licensed Child Care Providers
  - \* Facilities licensed with DESE must be contracted for payment
- \* Licensed Exempt Providers
  - \* Facilities and individuals that are exempt from licensure must be registered for payment
    - \* Six or Fewer (SOF) providers
    - \* Religious in Compliance (RIC) providers
    - \* Providers in Schools (SCH)
    - \* Summer Programs (SUM)
    - \* Out of State Providers (OPL and OPU)



# SLIDING FEE

**Sliding Fee** – The family must pay a portion of their child care expense directly to the child care provider.

The amount of the sliding fee paid by the household is determined by using the [Child Care Eligibility Income Guidelines and Sliding Fee Chart](#). It is based on household size and monthly adjusted gross income. The amount of this required fee is deducted from the provider's rate or the base rate, whichever is less. The sliding fee varies by hours of care (full, half, and part day).

# CO-PAYMENTS

**Co-Payments** - When a child care provider's actual charges are more than the base rate maximum, the provider is permitted to collect this excess amount from the household in the form of a co-payment. This charge is in addition to the family's sliding fee.

# Resources

- \* Applying for Child Care Subsidy
  - \* Online – <https://mydss.mo.gov/apply>
  - \* Paper Application – <https://dssmanuals.mo.gov/wp-content/uploads/2020/09/im-1cc.pdf>
- \* Child Care Subsidy Manual
  - \* <https://dese.mo.gov/childhood/quality-programs/child-care-subsidy/child-care-manual>
- \* Income Guidelines
  - \* <https://dese.mo.gov/media/pdf/office-childhood-child-care-eligibility-income-guidelines-and-sliding-fee-chart>



# Resources

- \* Becoming a Child Care Provider
  - \* <https://dese.mo.gov/childhood/child-care>
- \* Finding Child Care Providers
  - \* <https://healthapps.dhss.mo.gov/childcaresearch/>
- \* Child Care Rates
  - \* <https://apps.dss.mo.gov/childcarerates/>

# Questions?

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