

**The CCDF Policies Database Book of Tables:  
Key Cross-State Variations in CCDF Policies  
as of October 1, 2011**

OPRE Report 2012-51

**October 2012**



# THE CCDF POLICIES DATABASE BOOK OF TABLES: KEY CROSS-STATE VARIATIONS IN CCDF POLICIES AS OF OCTOBER 1, 2011

OPRE Report 2012-51

## October 2012

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# I. INTRODUCTION AND OVERVIEW

Across the country and in five outlying areas, the Child Care and Development Fund (CCDF) provides federal money to States, Territories, and Tribes to subsidize the cost of child care for lower-income families. In the average month of fiscal year 2010, the latest year for which data are available, 1.7 million children received care that was subsidized through CCDF.<sup>1</sup> The CCDF block grant allows subsidies to be provided to children who are under age 13 and older children under age 19 who have special needs, with parents or guardians who are working or in school, and with family incomes up to 85 percent of the applicable state median income. Within the broad federal parameters, States and Territories – and in some cases localities – set the detailed policies.<sup>2</sup> Those details determine whether a particular family will or will not be eligible for subsidies, how much the family will have to pay for the care (if anything), how families apply for and retain subsidies, the maximum amounts that child care providers will be reimbursed, and the administrative procedures that providers must follow. Thus, while CCDF is a single program from the perspective of federal law, it is in practice a different program in every State and Territory.

This Book of Tables presents key aspects of the differences in CCDF-funded programs across all 50 States, the District of Columbia, American Samoa, the Northern Mariana Islands, Guam, Puerto Rico, and the Virgin Islands, as of October 1, 2011.<sup>3</sup> (A complete set of October 1, 2010 tables is also provided, in Appendix D. Additionally, highlights of policy changes between 2010 and 2011 are included throughout this report.) October 1 was chosen as the focus date because it is the start of the federal fiscal year, consistent with the submission date of the biennial CCDF Plans (in odd-numbered years), and consistent with the starting date of the annual period covered by ACF's administrative data (ACF-800 – Annual Aggregate Child Care Data Report and ACF-801 – Monthly Child Care Data Report). This Book of Tables includes 40 tables across four general areas of policy (see Table of Tables on page iii for more information):

- Eligibility requirements for families and children (Tables 1 through 16)
- Family application, terms of authorization, and redetermination (Tables 17 through 25)
- Family payments (Tables 26 through 33)

<sup>1</sup> See “FFY 2010 CCDF Data Tables (Preliminary Estimates)”, Table 1, available on-line at <http://www.acf.hhs.gov/programs/occ/resource/ccdf-data-10acf800-preliminary>.

<sup>2</sup> CCDF regulations (Code of Federal Regulations 45 CFR Parts 98 and 99: Child Care and Development Fund: Final Rule) may be accessed via the U.S. Government Printing Office website (<http://www.gpo.gov/fdsys/pkg/CFR-2011-title45-vol1/pdf/CFR-2011-title45-vol1-part98.pdf>).

<sup>3</sup> The 2009 Book of Tables, showing policies in effect on October 1, 2009, is available from the Office of Planning Research and Evaluation (OPRE) CCDF Policies Database project webpage (<http://www.acf.hhs.gov/programs/opre/research/project/child-care-and-development-fund-ccdf-policies-database-2008-2013>). Work is currently underway to collect policy changes through October 1, 2012.

- Policies for providers, including maximum reimbursement rates (Tables 34 through 40)

The information in the tables is taken from the CCDF Policies Database, a cross-state, cross-time database of CCDF policy information funded by HHS/ACF/OPRE. The information in the Database, and thus the information in the tables, is based primarily on the documents that caseworkers use as they work with families and providers (often termed “caseworker manuals”). The caseworker manuals generally provide more detailed information on eligibility, family payments, and provider-related policies than is included in the biennial CCDF Plan documents submitted by States/Territories to ACF.<sup>4</sup> The caseworker manuals also provide ongoing detail for periods in between CCDF Plan submission dates. The Database includes some of the policy variations that exist within States/Territories, and it includes policy details beyond those that appear in this Book of Tables. Readers interested in that level of information may obtain the full Database from the Child Care and Early Education *Research Connections* website.<sup>5</sup>

Despite the extensive information in these tables, they do not cover all aspects of States’/Territories’ child care subsidy programs. The following caveats are especially important to note:

- In several States, at least some policies vary across sub-areas within the State. In these States, the Book of Tables shows the information for the most populous area, and notes the area to which the information applies.
- The Book focuses on CCDF-funded child care subsidies; child care funded solely with Temporary Assistance for Needy Families (TANF)<sup>6</sup> funds or other non-CCDF funds is not included.
- Tribal CCDF programs are not included.
- The tables do not provide detailed information on all important aspects of child care subsidy policy. In particular, the tables do not address most aspects of program administration, do not cover rules for provider licensing, and do not include information on how States/Territories spend funds for quality activities.<sup>7</sup>

The remainder of this Introduction provides more information on the programs covered by this Book, and the process by which the information in the Book of Tables

<sup>4</sup> Throughout this Book of Tables, the term “States/Territories” refers to the 50 States, the District of Columbia, the Commonwealth of Puerto Rico, the Commonwealth of the Northern Mariana Islands, and the Territories of American Samoa, Guam, and the United States Virgin Islands.

<sup>5</sup> Upon final review and release of the data by ACF each year, the full Database is available from the Research Connections website (<http://www.researchconnections.org/childcare/resources/21883/related>).

<sup>6</sup> TANF provides work opportunities and assistance to low-income families. The program is a federally-funded, State/Territory administered program, allowing States/Territories flexibility in establishing guidelines for providing assistance to families in need. Additional information about TANF can be found at the Administration for Children and Families, U.S. Department of Health and Human Services website (<http://www.acf.hhs.gov/programs/ofa/programs/temporary-assistance-for-needy-families-tanf>).

<sup>7</sup> These types of policies may extend beyond CCDF, and may be handled by a different agency than the agency that administers CCDF. Information regarding program administration, as reported in the CCDF Plans, is included in the Summary of State and Territory Plans. Information regarding licensing can be found at the National Association for Regulatory Administration (<http://naralicensing.org/>).

was obtained and verified. Subsequent sections of the Book present the tables describing each area of policy. Appendix A provides more information on the content of the full CCDF Policies Database.

## ***The Programs Covered by the Book of Tables***

The Book of Tables presents the policies of the key child care subsidy program in each State/Territory that is funded partly or fully with CCDF money. The names of the programs are listed in Table A. Two points are important to note concerning the programs covered by the tables. First, the Book describes the policies for a program as a whole, even if it is jointly funded by both CCDF and other sources. Second, the Book does not include all programs within a State/Territory that help low-income families obtain child care and child development services.

**Table A. State/Territory Program Names for the Programs Represented in the CCDF Policies Database’s Book of Tables for October 1, 2011**

State	Program
Alabama	Child Care Subsidy Program
Alaska	Child Care Assistance Program
Arizona	Child Care Assistance
Arkansas	Child Care Assistance Program
California	California Alternative Payment Programs <sup>1</sup>
Colorado	Colorado Child Care Assistance Program
Connecticut	Child Care Assistance Program
Delaware	Child Care Subsidy Program
DC	Subsidized Child Care
Florida	School Readiness
Georgia	Childcare and Parent Services
Hawaii	Child Care Connection Hawaii
Idaho	Idaho Child Care Program
Illinois	Child Care Assistance Program
Indiana	CCDF Program
Iowa	Child Care Assistance
Kansas	Child Care Program
Kentucky	Child Care Assistance Program
Louisiana	Child Care Assistance Program
Maine	DHHS Child Care Subsidy
Maryland	Child Care Subsidy Program
Massachusetts	Early Education and Care Financial Assistance
Michigan	Child Development and Care
Minnesota	Child Care Assistance Program
Mississippi	Child Care Certificate Program
Missouri	Child Care Assistance Program
Montana	Best Beginnings Child Care Scholarship Program

**Table A. State/Territory Program Names for the Programs Represented in the CCDF Policies Database’s Book of Tables for October 1, 2011 (continued)**

State	Program
Nebraska	Child Care Subsidy Program
Nevada	Child Care Subsidy Program
New Hampshire	NH Child Care Scholarship
New Jersey	Child Care Assistance Program
New Mexico	Child Care Assistance
New York	Child Care Subsidy Program
North Carolina	Subsidized Child Care Program
North Dakota	Child Care Assistance Program
Ohio	Publicly Funded Child Care
Oklahoma	Child Care Subsidy Program
Oregon	Child Care Program Employment Related Day Care
Pennsylvania	Child Care Works Subsidized Child Care
Rhode Island	Child Care Assistance Program
South Carolina	ABC Child Care Program
South Dakota	Child Care Assistance
Tennessee	Child Care Certificate Program
Texas	Child Care Services
Utah	Child Care Assistance
Vermont	Child Care Financial Assistance Program
Virginia	Child Care Subsidy and Services
Washington	Working Connections Child Care
West Virginia	Child Care
Wisconsin	Wisconsin Shares Child Care
Wyoming	Child Care Subsidy Program
American Samoa	Child Care Program
Guam	CCDF Program
No Mariana Islands	Child Care Program
Puerto Rico	Child Care and Development Program
Virgin Islands	Child Care Subsidy Program

Source: CCDF Policies Database October 1, 2011 Data

<sup>1</sup> When applicable, different policies were coded for CalWORKS Stage 2, CalWORKS Stage 3, and Non-CalWORKS Alternative Payment Programs. If separate sub-programs were coded, the footnotes in the tables will reflect which program is represented.

### **Programs with Joint Funding**

Many child care subsidy programs are funded jointly by CCDF and other funds. Non-CCDF funds may be from the TANF program (to the extent they are not formally transferred to CCDF), state-only child care funds in excess of mandatory and matching funds, private/donated funds, and funds from other programs such as housing programs, the Supplemental Nutrition Assistance Program (SNAP<sup>8</sup>), and foster care or Child Protective Services (CPS). Further, up to 30 percent of a State’s/Territory’s TANF funds

<sup>8</sup> The SNAP program was formerly known as the Food Stamp Program.

may be transferred to CCDF; however, once this money is transferred, it is considered CCDF funding.

In recognition of this joint funding, States/Territories are required to report to the federal government a “pooling factor”, computed as total CCDF funds divided by all the funds (CCDF and non-CCDF) used to provide the child care subsidies to the children included in the States’/Territories’ administrative data reports to ACF.<sup>9</sup> For FY 2008, the pooling factors ranged from 0.247 in D.C. to 1.0 in 17 States/Territories. The figure for D.C. indicates that of the subsidies described by D.C.’s data reports (ACF-800 – Annual Aggregate Child Care Data Report and ACF-801 – Monthly Child Care Data Report), only 24.7 percent of the funds were CCDF funds. In other words, CCDF funds supported subsidies for approximately 25 percent of the children reported as being served by D.C. in the ACF-800 and 801 reports. In contrast, in the 17 States/Territories with a pooling factor of 1.0, 100 percent of the funds were either originally CCDF funds or TANF funds transferred to CCDF. The average factor was .816.<sup>10</sup> ACF applies the “pooling factor” to a State’s/Territory’s total children served to estimate the number of children served by CCDF.

Readers of the Book of Tables who are comparing programs across States/Territories should be cognizant of joint funding for at least two reasons. First, if a user is examining the subsidy policies together with information on CCDF caseloads or CCDF spending, it is important to recognize that the cost and caseload of a program with joint funding may be larger than reflected in CCDF cost and caseload figures. Second, in some cases, a program may use its non-CCDF funds to serve a child or provide a benefit in a manner not permitted by federal CCDF rules. Any policies in the tables that conflict with federal CCDF requirements should be assumed to be funded by a program’s non-CCDF funds.

### **Programs Not Included in the Book of Tables**

The Book of Tables provides in-depth information on the State/Territory subsidized child care programs that are funded at least in part with CCDF monies. The Book does not provide a comprehensive picture of all the free or subsidized care available to families in each State/Territory. Specifically, the Book of Tables does not describe the policies that govern Head Start and State/Territory-funded pre-kindergarten programs, child care provided through separate programs for TANF recipients using entirely non-CCDF money, other subsidy programs funded entirely with non-CCDF money, or CCDF programs other than each State’s/Territory’s primary CCDF-funded

<sup>9</sup> ACF Technical Bulletin #1r-v3 includes an Appendix that details the computation of the pooling factor, with a spreadsheet that lists all the potential sources of CCDF and non-CCDF funds. See <http://www.acf.hhs.gov/programs/occ/resource/tb01r-3>. TANF-transfer, State Match, and State Maintenance of Effort (MOE) funds are all considered part of CCDF funds.

<sup>10</sup> FY 2008 “801” data, obtained from the Research Connections website, <http://www.researchconnections.org/childcare/resources/20552>. Pooling factors for more recent years will be available as those years of CCDF administrative data are publicly released on the Research Connections website.

program. Awareness of what is and is not covered by the Book is particularly important for readers who are combining policy information from the Book of Tables with information from other sources, such as CCDF administrative data or household-level survey data.

### Head Start and State/Territory-funded pre-k policies

Policies governing States’/Territories’ Head Start and State/Territory-funded pre-kindergarten (“pre-k”) programs are not included in the Book of Tables.<sup>11</sup> However, these programs serve large numbers of pre-school children, and Early Head Start serves infants and toddlers. Approximately 900,000 children (mostly ages 3 and 4) were served by Head Start and Early Head Start during FY 2009, and approximately 1.2 million (mostly age 4) were in State/Territory-funded pre-kindergarten programs in the 2008-09 school year.<sup>12</sup> In contrast, about 426,000 children ages 3 and 4 were served by CCDF in FY 2009.<sup>13</sup> Thus, for this age group, Head Start and State/Territory-funded pre-kindergarten both serve more children than CCDF. (Some children are served by more than one program.) A child’s enrollment in Head Start or State/Territory-funded pre-k could allow a parent to work part time without needing to obtain child care, or could reduce the number of hours that a parent must pay for child care (or try to obtain a subsidy). In some cases, a financial link is created between CCDF and pre-k programs since a portion of the amount that a State/Territory spends on pre-k programs can be used as part of its required State/Territory match or maintenance-of-effort (MOE) spending for purposes of CCDF.<sup>14</sup> However, even when a State/Territory takes that option, children enrolled in pre-k are *not* included in the case-level administrative data on the number of children receiving child care services.<sup>15</sup>

### TANF-Funded child care

States/Territories take different approaches to providing free or subsidized child care for families receiving TANF, both in terms of funding and in terms of service provision. In terms of funding, some States/Territories transfer TANF funds into CCDF, while others do not explicitly transfer the TANF funds but nevertheless “pool” some TANF funds with CCDF funds, and others leave their TANF funds totally separate, neither transferred to CCDF nor used to fund the child care services reported in the 800

<sup>11</sup> Any discussion of pre-kindergarten programs in this report refers only to state-funded programs.

<sup>12</sup> Head Start data are available from: <http://eclkc.ohs.acf.hhs.gov/hslc/mr/factsheets/fHeadStartProgr.htm>. FY 2009 is the latest year for which Head Start enrollment data are available. Pre-k enrollment figures are from: <http://nieer.org/yearbook/>.

<sup>13</sup> According to the CCDF enrollment statistics from the ACF-801 data for FY 2009, 26 percent of children served were ages 3 and 4 and 1.638 million children were served through CCDF. See: <http://www.acf.hhs.gov/programs/occ/resource/ccdf-data-09acf800-final>.

<sup>14</sup> According to CCDF financial data for FY 2010, 15 States used pre-kindergarten expenditures to help satisfy State matching and/or MOE requirements. See: <http://www.acf.hhs.gov/programs/occ/resource/expenditures-2010>.

<sup>15</sup> See the ACF-800 form, <http://www.acf.hhs.gov/programs/occ/resource/acf-800-form> for instructions that children in pre-k are not counted as children receiving child care services. Instead, States/Territories are asked to indicate the estimated number of CCDF eligible children receiving public pre-kindergarten services for which CCDF Match and MOE is claimed.

and 801 data.<sup>16</sup> In terms of service provision, some States/Territories use the same child care caseworkers and policies for families receiving TANF benefits as for all other families, although families receiving TANF may have a guarantee of receiving a subsidy, or may have higher priority than non-TANF families, and the TANF portion of the program may have a different program name. Other States/Territories handle child care for families receiving TANF through a completely different administrative structure, and some States/Territories use a mix of approaches. When States/Territories serve TANF families through the same programs that serve other families, the TANF families will generally be included in the 800 and 801 data. However, if child care for TANF families is completely separate, TANF families will generally not appear in the 801 data, presumably because the State/Territory keeps data on those families in a separate data system.

For the child care programs included in the Book, the tables capture a great deal of information about the treatment of families within that program who also receive TANF benefits. This is the case regardless of funding mechanisms – whether the program is using TANF funds transferred to CCDF, or simply pooled with CCDF, or neither; if the program’s materials describe policies for TANF families, they are included in the Database and in these tables. However, if a State/Territory provides child care to families receiving TANF *through a completely separate program with no funding or administrative connection with CCDF*, the policies of that program are not captured. In general, if a State’s/Territory’s 801 data indicate that a very low percentage of the caseload receives TANF, the State/Territory may be serving TANF families through a separate program or approach. Thus, readers who are particularly interested in those families who receive TANF benefits should be aware that the policies captured here do not provide a complete picture of the free or subsidized child care available to this subset of families in all States/Territories.

#### Other government subsidy programs

States, Territories, and localities may operate other programs that provide free or subsidized child care or child development services beyond the programs already discussed. For example, free after-school programs may be operated by school districts, city governments, or other agencies. A State/Territory may have a separate program for special groups such as foster children, children under protective services, or migrant farmworkers. These programs, while important, are outside the scope of the current project. Also, if a State/Territory operates more than one distinct program with CCDF funds (as is the case in California), only the primary program is included in the Book.<sup>17</sup>

<sup>16</sup> When TANF funds are transferred to CCDF, they must be spent according to CCDF regulations.

<sup>17</sup> We coded the Alternative Payment Programs (CAPP) and the CalWORKS Stage 2 and Stage 3 programs in the Database. When policies differed, policies for the CAPP program (for non-TANF families) are shown in the tables. We did not code some other California programs that serve very few families, such as a program serving migrant farmworker families, due to resource constraints.

## ***Sources and Verification***

For the great majority of the tables in this Book (Tables 1 through 40) the primary sources of information were the detailed policy documents used by caseworkers in each State/Territory to administer the child care subsidy program, together with ongoing updates to those documents.<sup>18</sup> As noted above, these “caseworker manuals” generally provide much more detailed information than the biennial CCDF Plans. However, information regarding the use of market rate surveys in establishing provider reimbursement rates is available with more consistency from the CCDF Plans; therefore, Table 1 in Appendix C, with basic information on the market rate survey, is based solely on information from the FY 2012-13 CCDF Plans for all States/Territories.

To maximize the accuracy of the material in this Book, an initial set of tables prepared by project staff was submitted to program administrators for their review and comment. State/Territory contacts were asked to identify incorrect information and to indicate where project staff could locate missing information – information that was not initially identified in the policy materials used for coding.<sup>19</sup> In some cases, State/Territory staff indicated that information that had not been found in a manual was simply not applicable for the State/Territory due to other aspects of the State’s/Territory’s policies. State/Territory reviewers also provided additional details that augmented the notes included with each table.

Table B shows the extent to which each State’s/Territory’s data were reviewed. In the majority of States/Territories (50), a State/Territory contact reviewed the materials and any issues that were raised were fully resolved. In three of these fully verified States/Territories (noted in Table B), the State/Territory fully verified the coded responses, but some missing information was not filled in. In other States/Territories (three) there was some communication between project and State/Territory staff, but at least one issue remained un-verified. A few States/Territories (three) were not able to review the tables.

Throughout the tables, some items of information are missing for some States/Territories. That is, some table elements are identified as “information not found in State’s manual.” Information is considered missing if we did not initially identify the information in the policy materials we had collected and no additional materials were obtained during the review period.

<sup>18</sup> Some State/Territory policies can be changed relatively easily through administrative actions, while others might require action from the State/Territory legislature. Policies that require legislative action may not change as often.

<sup>19</sup> For most adjustments to initial coding, documentation was obtained in the form of an updated policy or supplemental policy document. In some cases, a particular policy was not documented in any written form, and initial coding was adjusted based on discussion with the State/Territory contact.

**Table B. Verification Status of the Information in the CCDF Policies Database  
Project’s Book of Tables for October 1, 2011**

<b>State</b>	<b>Status of Verification <sup>1</sup></b>	<b>State</b>	<b>Status of Verification</b>
<b>Alabama</b>	Fully verified	<b>Missouri</b>	Fully verified
<b>Alaska</b>	Not verified	<b>Montana</b>	Fully verified
<b>American Samoa</b>	Not verified	<b>Nebraska</b>	Fully verified
<b>Arizona</b>	Fully verified	<b>Nevada</b>	Fully verified*
<b>Arkansas</b>	Partially verified	<b>New Hampshire</b>	Fully verified
<b>California</b>	Fully verified	<b>New Jersey</b>	Fully verified
<b>CNMI <sup>2</sup></b>	Fully verified*	<b>New Mexico</b>	Fully verified
<b>Colorado</b>	Fully verified	<b>New York</b>	Fully verified
<b>Connecticut</b>	Fully verified	<b>North Carolina</b>	Fully verified
<b>Delaware</b>	Fully verified	<b>North Dakota</b>	Fully verified
<b>District of Columbia</b>	Fully verified	<b>Ohio</b>	Fully verified
<b>Florida</b>	Fully verified	<b>Oklahoma</b>	Fully verified
<b>Georgia</b>	Fully verified	<b>Oregon</b>	Fully verified
<b>Guam</b>	Not verified	<b>Pennsylvania</b>	Fully verified
<b>Hawaii</b>	Fully verified	<b>Puerto Rico</b>	Fully verified*
<b>Idaho</b>	Fully verified	<b>Rhode Island</b>	Partially verified
<b>Illinois</b>	Fully verified	<b>South Carolina</b>	Fully verified
<b>Indiana</b>	Fully verified	<b>South Dakota</b>	Fully verified
<b>Iowa</b>	Fully verified	<b>Tennessee</b>	Fully verified
<b>Kansas</b>	Fully verified	<b>Texas</b>	Fully verified
<b>Kentucky</b>	Fully verified	<b>Utah</b>	Fully verified
<b>Louisiana</b>	Fully verified	<b>Vermont</b>	Partially verified
<b>Maine</b>	Fully verified	<b>Virgin Islands</b>	Fully verified
<b>Maryland</b>	Fully verified	<b>Virginia</b>	Fully verified
<b>Massachusetts</b>	Fully verified	<b>Washington</b>	Fully verified
<b>Michigan</b>	Fully verified	<b>West Virginia</b>	Fully verified
<b>Minnesota</b>	Fully verified	<b>Wisconsin</b>	Fully verified
<b>Mississippi</b>	Fully verified	<b>Wyoming</b>	Fully verified

<sup>1</sup> “Fully verified” (50 States/Territories) means the State/Territory reviewed the draft tables, and all issues that were raised were fully resolved. An asterisk (\*) indicates the State/Territory fully verified the coded responses, but some missing information was not filled in. “Partially verified” (three States/Territories) means that the State/Territory did review the tables, but at least one question was not fully resolved. “Not verified” (three States/Territories) means that State/Territory staff were not able to review the tables.

<sup>2</sup> CNMI = Commonwealth of the Northern Mariana Islands

## II. ELIGIBILITY REQUIREMENTS FOR FAMILIES AND CHILDREN

Federal policies establish the three basic requirements for eligibility for CCDF-funded child care subsidies. First, a child must be under 13, although the States/Territories have the option of extending services to children under 19 years of age if they are physically or mentally incapable of self care, or under court supervision. Second, the family's income must be lower than 85 percent of the applicable state median income. Third, the parents or guardians must be working or attending a job training or educational program. However, this work/education requirement is often waived for families with children who receive or are in need of receiving protective services.<sup>20</sup> States/Territories can also, on a case-by-case basis, waive the income requirement for a family with children in need of protective services.

Within these overall requirements, States/Territories have the flexibility to establish a wide range of detailed policies. In particular, States/Territories (and in some cases localities) determine whether to set income thresholds lower than the federally-allowed maximums, how to define the family unit and family income for purposes of establishing eligibility, whether to provide care for teenagers with special needs, how to define the parent/guardian activities for which child care may be provided, whether to use the CCDF-funded program to provide child care for foster children or children being monitored through child protective services, whether to modify requirements in any way for families also enrolled in other programs, and whether to impose any other eligibility requirements such as an assets test.

### ***Basic Age and Activity Requirements***

Child care subsidies are provided for families in need of child care because the parents participate in work or certain other activities. In order to qualify for subsidized care, the family must have an age-eligible child as defined by federal guidelines and State/Territory policies. In addition to having a qualifying child, the family must meet activity requirements. Within the federal guidelines, States/Territories establish which activities are approved for CCDF-funded child care. In a two-parent family, both parents generally must be involved in approved activities in order for the family to qualify for subsidized care. (States/Territories sometimes make exceptions for two-parent families in which one parent has a disability or is otherwise incapable of providing care.)

<sup>20</sup> Under federal rules these children do not have to be formally connected to child protective services. For example, homeless children can be considered "in need" of protective services even if they are not connected with CPS.

### Maximum Age Allowed for CCDF Eligibility (Table 1)

Under the federal rules for CCDF, States/Territories may provide subsidized care for children who are under age 13, or who are under age 19 but either under court supervision or mentally or physically incapable of caring for themselves. States/Territories determine what age limits to use within the federal parameters. States/Territories that pool non-CCDF funds with CCDF funds may extend eligibility in ways not permitted by CCDF funds. (When States/Territories set age limits higher than the federal guidelines, it should be assumed that the State/Territory is using State/Territory dollars rather than federal funding to provide the subsidy for the children who exceed the federal age limit.)

Table 1 shows the variation in State/Territory policies regarding age limits. Findings from the 2011 table include:

- For children without any special circumstances (not under court supervision, and no special needs) most States/Territories provide subsidies through age 12 (until the child's 13<sup>th</sup> birthday). However, Oregon provides subsidies for children only through age 11, and the Virgin Islands provides subsidies through age 13. Massachusetts and New York allow a subsidized child who turns 13 during the school year to continue receiving services for the remainder of the school year.
- All but three States/Territories (Arizona, American Samoa, and the Northern Mariana Islands) set higher age limits for children who are mentally or physically incapacitated. Among the States/Territories that set a higher age, the maximum age for children with a mental or physical incapacity ranges from 14 in Minnesota to 21 in California, with most States/Territories serving these children through either age 17 or age 18.
- Policies for children under protective services show greater variation. Nine States/Territories do not provide children under child protective services (CPS) subsidized care through the primary CCDF-funded programs included in this Book. Among the States/Territories that do provide children under CPS subsidized care through the CCDF-funded programs, more than half use the same age limit as for all other children; the remainder allow children under CPS to receive care through age 17 or 18.

### Minimum Work Hours Per Week Required for CCDF Eligibility (Table 2)

Although employment is a qualifying activity for child care subsidies in all places, some programs only provide subsidies for parents/guardians working a minimum number of hours. Table 2 outlines these policies. Highlights from the 2011 table include:

- Twenty-five States/Territories require that parents work a minimum number of hours per week to be eligible for care. Among these programs, the minimum required hours range from 15 hours each week in Alabama and Utah to 38 hours

each week in Puerto Rico. Additionally, Montana requires parents to meet a monthly work requirement.

- Of the States/Territories with minimum work hour requirements, three (Massachusetts, South Carolina, and Puerto Rico) have set lower requirements for families in need of part-time care. For example, South Carolina requires a parent to work 30 hours per week to receive full-time child care, but a parent may work as little as 15 hours per week to be eligible for part-time child care. One State (North Carolina) requires parents to meet a minimum work requirement for full-time care, but does not require parents to work a minimum number of hours in order to receive part-time care.
- Almost all of the States/Territories with minimum work hour policies require each parent in a two-parent family to meet the same requirement as a single parent would have to meet. However, three States/Territories modify the requirement for two-parent families. In Kentucky, while a single parent must work 20 hours per week to receive subsidized care, a two-parent family can qualify for care if the two parents work a total of 40 hours. In Texas, a single parent must work 25 hours per week and a two-parent family must work a total of 50 hours per week. In Utah, the general requirement is 15 hours per week, but in a two-parent family, one parent must work at least 30 hours while the other parent must work at least 15 hours.

This table shows a minimum work hour requirement only when the State/Territory has an explicit policy requiring parents to engage in an approved activity for a minimum number of hours. Even if a program has no explicit minimum work hour policy, the number of work hours generally affects the number of hours approved for subsidized child care.<sup>21</sup>

#### Approved Activities for CCDF Eligibility (Tables 3 and 4)

Employment is not the only activity that may allow a family to be eligible for child care subsidies. Other activities for which States/Territories provide CCDF-funded subsidies include job search, high school/GED, English as a Second Language (ESL), training, post-secondary education, employment and training under the SNAP program, and housing search.<sup>22</sup> For families receiving TANF, some States/Territories require families to meet TANF work program requirements in order to receive CCDF-subsidized child care, while others allow for additional TANF activities in addition to the States'/Territories' work programs. Tables 3 and 4 show the policies in each State/Territory. Findings for 2011 include:

- Employment is an approved activity in all of the States/Territories.

<sup>21</sup> States/Territories often approve care for travel time, study hours, and other work and education-related activities. Further, there is no federal requirement for States/Territories to strictly align the approved child care hours with work hours.

<sup>22</sup> The activities listed are not explicitly stated in the CCDF federal guidelines. States/Territories have leeway concerning which activities they approve for care.

- Among the 41 programs that consider job search to be a qualifying activity, 17 only allow a family that was already receiving subsidies for another reason to continue to receive subsidized care during a job search, while 24 consider job search as a qualifying activity for both initial and continuing eligibility.
- The amount of time parents can receive subsidized child care during job search activities varies across States/Territories, with some allowing for four weeks of job search activities in a year and others allowing for six months of job search activities in a year. Other States/Territories limit job search activities to between two weeks and three months per occurrence, with no limit on the number of occurrences in a year.
- Almost all States/Territories consider high school/GED, job training, and post-secondary education to be qualifying activities in at least some cases, while only about half of the States/Territories consider ESL classes to be a qualifying activity.
- Thirteen States/Territories consider SNAP employment-and-training activities to be a qualifying activity for subsidized child care.
- Six States/Territories consider a homeless family's search for housing to be a qualifying activity in at least some cases.
- Focusing specifically on families receiving TANF, almost all of the States/Territories consider families participating in the States'/Territories' TANF work program activities potentially eligible for subsidized child care, while 35 allow for TANF activities in addition to the TANF work program.

It is important to note that the rules concerning allowable activities are complex, and an activity may qualify for subsidized child care in some but not all circumstances. For example, for educational activities, States/Territories may allow for any type of educational program, or they may restrict eligibility to parents who are working in addition to attending school. Some details of States'/Territories' policies are listed in the tables' footnotes; more information can be found in the full detail of the CCDF Policies Database.

### Changes in Age and Activity Requirements from 2010 to 2011

When compared to the policies in place in 2010, there were few changes in State/Territory policies regarding eligibility requirements. The age requirements for CCDF-eligible children with CPS cases remained the same in all but one State/Territory. Montana lowered its age limit for children in protective services from 18 in 2010 to 17 in 2011. Work requirements also remained the same in all but one State/Territory, with Louisiana increasing its work hour requirement from 25 hours per week in 2010 to 30 hours per week in 2011. Changes in eligible activities were seen in only three States. In Colorado, job search activities continued to be approved for both initial and continuing eligibility, but the time limit for these activities decreased from 180 days per year in 2010 to 30 days per year in 2011. Missouri also continued to allow job search activities for initial and continuing eligibility, but the State changed its time limit from 8 weeks per

year to 30-day job search periods that could be approved twice per year. In Utah, SNAP Employment and Training activities were eligible activities in 2010 but not in 2011.

## ***Variations in Eligibility Requirements for Subgroups of Families and Children***

Some programs allow for exceptions to their activity requirements or use different eligibility criteria for families participating in other assistance programs. Federal guidelines require families to meet at least one reason for care, such as employment, training, education, or protective services. However, States/Territories may define these terms in different ways. Programs that use funding from both CCDF and non-CCDF sources may also provide subsidized child care to families not meeting the federal requirements.

### Exemptions from Parent/Caretaker Activity Requirements (Table 5)

In some programs, parents and guardians may be exempt from the activity requirements if they meet certain criteria. Table 5 provides the policies for elderly and special needs exemptions. Key findings for 2011 include:

- Programs in four States (Georgia, Massachusetts, Mississippi, and New Jersey) include some form of an elderly exemption. In these States, caretakers considered elderly (at least 60 in Georgia, at least 65 in Massachusetts and Mississippi, and at least 61 in New Jersey) may be eligible for subsidies regardless of whether they are working or in school or training. This policy often applies to grandparents acting as caretakers.
- The majority of programs allow for some type of exemption for parents with special needs, in many cases restricting the exemption to one parent in a two-parent household. In its most common form, one parent in the household may be exempt from activity requirements when he or she has a documented special need and the other parent continues to meet the activity requirements.

As mentioned elsewhere, State/Territory policies that appear to conflict with CCDF rules should be assumed to be funded by non-CCDF funds (pooled with CCDF funds), or allowed based on the State's/Territory's definition of applicable terms (such as defining children in need of protective services to include children whose parents have special needs).

### If Families Receiving Different Types of Benefits/Services Have Different Parent Activity Requirements (Table 6)

Families who are receiving another type of benefit or service, such as foster care, homeless services, CPS supervision, or transitional child care following TANF receipt,

may be treated differently than other families. They may be eligible for the subsidized child care program without meeting activity requirements, ineligible for the subsidized child care program (because their care is provided by another program), or they may have modified activity requirements. Table 6 shows how the CCDF-funded programs treat families receiving these benefits or services. Highlights from the 2011 table include:

- More than half of the States/Territories require families using transitional child care (following TANF receipt) to meet the same requirements as all other CCDF-eligible families. The others have different requirements for these families, such as allowing them to work fewer than the minimum hours required for other families.
- Three States/Territories (Delaware, Ohio, and Puerto Rico) do not require homeless families to meet any activity requirement in order to receive subsidized child care.
- Only five States/Territories (Connecticut, Maine, Pennsylvania, Utah, and the Northern Mariana Islands) require families with CPS cases to meet the same activity requirements as all other families. Families with children under CPS are automatically eligible in some States/Territories, ineligible in others (because their care is provided through other programs), and eligible with modified policies in the remaining States/Territories.
- Families with foster children must meet the same requirements as all other families in 21 States/Territories. In the remaining States/Territories, foster families are either eligible for subsidized care with no activity requirements, are never eligible (because child care is provided through another program), or are eligible with modified policies.

In some states, eligibility for transitional child care is determined by separate caseworkers for families transitioning off the TANF program, rather than by the CCDF program staff. When eligibility is determined through a different program, the requirements are often not outlined in the State/Territory caseworker manuals for the child care subsidy program. When this occurs, the table indicates the difference, but the specific policies are not provided.<sup>23</sup>

### Changes in Special Activity Requirements from 2010 to 2011

When compared to the 2010 tables, the policies for activity exemptions remained constant. There were no changes in any State/Territory policies regarding activity requirement exemptions for parents or guardians or for the types of activities required for families receiving different types of benefits or services.

<sup>23</sup> Due to resource constraints, policy manuals for additional programs were not collected, unless they were part of a shared manual with the State's/Territory's CCDF program. If the State/Territory provided additional documentation during the verification process, the additional information was captured in the database and tables.

## ***Family and Income Definitions***

The federal CCDF policies refer to family size and family income, requiring that a subsidized family have income below 85 percent of the state median income, which varies by family size. However, the federal policies do not specify how to define family units or family income. Each program establishes these definitions, which can affect whether a particular family is eligible for subsidies and/or the family's required copayment.

Each program determines which individuals will form the "family unit" (sometimes called "assistance unit" or "filing unit") for purposes of determining CCDF eligibility and family payments. This group of individuals may or may not include all the individuals who are living together under one roof (usually termed the "household"). In all programs, the family unit for CCDF purposes always includes the subsidy-eligible children and their biological or adoptive parents. However, States/Territories make different decisions concerning some other household members, such as a step-parent of the subsidy-eligible child.

How States/Territories determine the composition of the family unit can affect whether a child qualifies for the child care subsidy. Since eligibility thresholds increase with family size, a larger family may have more income than a smaller family and still qualify for CCDF subsidies. However, the inclusion of an additional individual in the family may reduce the likelihood that the family will be eligible, depending on the income of that additional individual. For example, in the case of a teenaged parent, including the teenager's parents will reduce the likelihood of eligibility if the parents have substantial earnings, but will increase the chance of eligibility if the parents have very low earnings and there are several additional siblings who increase family size.

In general, if a person is included in the family unit, his or her income is counted in determining family income. However, there are some exceptions. In addition to describing the policies for defining the family size, the following tables capture some of the exceptions to the general rule that the income of all family members included in the family unit is counted, focusing specifically on earnings. States'/Territories' policies concerning the treatment of family members' earnings can be quite detailed. For instance, whether or not a child's earnings are counted may depend on whether the child is in school. Additional detail can be found in the table notes and in the full detail of the CCDF Policies Database.

### Defining the Family Unit and Income: Treatment of Children and Siblings (Table 7)

Table 7 shows States'/Territories' policies for defining the family unit when older siblings are present. The age at which siblings are included in the unit may vary based on whether or not the siblings are attending school. Table 7 also shows the policies for how the States/Territories treat the earnings of children and siblings who are included in the

family unit (e.g., the earnings of a teenage sibling or of a CCDF-eligible child under CPS or court supervision). Findings from the 2011 table include:

- More than half of the States/Territories count children in the unit through the age of 17 if they are not attending school.
- There is greater variation in policy for children attending school with slightly less than half the States/Territories maintaining the 17-year-old age limit, and 14 States/Territories counting children through age 18. The oldest age at which a child attending school is counted in the unit is 23, in Massachusetts.
- Six States/Territories (Colorado, Florida, Idaho, New Jersey, Texas, and Guam) count all children in the unit without regard to age, as long as the child lives in the household and/or is considered a dependent for tax purposes.
- Twenty-three States/Territories do not count income earned by children and siblings in the unit, while six States/Territories fully count the earnings of children and siblings. In 12 States/Territories, earnings are counted once the child reaches a certain age. The remaining States/Territories have varying policies, often related to whether the child is attending school.

#### Defining the Family Unit and Income: Treatment of Teen Parents (Table 8)

Table 8 shows States'/Territories' policies for defining the family unit when there is a young parent living with his or her own parent(s). Each State's/Territory's definition of teenaged parents is included, along with the policy for counting the earnings of teen parents. Key findings from the 2011 table include:

- More than half of the States/Territories define a teen parent as a parent age 17 or under. The oldest age at which a parent living with his or her parents may be considered a teen parent is in the District of Columbia, where a parent age 25 or younger, living with his or her parent, and attending high school or college full time, is considered a young adult and treated as a teen parent.
- In more than half of the States/Territories, the income of teen parents is fully counted when the teen parents are included in the family size. Only eight States/Territories never count the earnings of teen parents, while the remaining States/Territories have varying policies, such as excluding teen parents' earnings when they are attending school.
- Over half of the programs count a minor parent and his or her child as a separate family unit, even if he or she lives with his or her parents. The remaining States/Territories either always consider the size and income of the larger family (including the teen parent's parents and siblings), or have a more complex policy that considers other factors, such as which members of the family are part of the same TANF assistance unit.

### Defining the Family Unit and Income: Treatment of Step-Parents and Temporarily Absent Parents (Table 9)

Table 9 shows the States'/Territories' policies for defining the family unit and income when step-parents are present. The table also reflects the policies in cases of blended families, where the family consists of married parents with no children in common. Finally, policies are shown for cases where the parent is temporarily absent from the home. A parent may be absent from the home due to work, military deployment, or other reasons; State/Territory policies for counting temporarily absent parents in the family size sometimes vary based on the reason for the absence. Highlights from the 2011 table include:

- All but two States/Territories (District of Columbia and North Carolina) always include a step-parent as part of the family unit. New Jersey only counts step-parents if they are legally responsible for the child.
- Of the States/Territories that count step-parents in the family unit, all fully count the income of step-parents for eligibility and copayment purposes, except for Pennsylvania, which disregards the income of step-parents.
- Only five States/Territories treat the parents in blended families (families consisting of married parents with no children in common) as separate units.
- Most States/Territories count the income of a parent who is temporarily absent from the household.

### Defining the Family Unit and Income: Treatment of Non-Parent Relative Caretakers (Table 10)

In addition to policies for step-parents and teen parents, States/Territories also vary in their treatment of non-parent caretakers, such as grandparents taking care of their grandchildren. We define a non-parent relative caretaker as a relative who lives with the child and who has assumed responsibility for the care of the child when the child's parents do not live in the home with the child. Table 10 shows the State/Territory policies for defining the family unit and income when relative caretakers are responsible for the children. Key findings from the 2011 table include:

- Thirty-six, or approximately two-thirds, of the States/Territories always count non-parent, relative caretakers in the unit. Eight States/Territories never include relative caretakers, and the remaining States/Territories have varying policies, usually depending on whether the caretaker is the legal guardian of the child.
- The majority of the States/Territories that always or sometimes include relative caretakers also count their income for eligibility and copayment purposes.

In addition to variations concerning the definition of the family unit and the treatment of family members' income that are captured in Tables 7 through 10, States/Territories also vary in their treatment of a parent's unmarried partner, non-relative caretakers, and other

relatives living in the home. This additional information can be found in the full detail of the CCDF Policies Database.

### Treatment of Various Types of Income and Benefits When Determining Eligibility (Tables 11 and 12)

States/Territories also establish policies for what types of income are counted. Tables 11 and 12 show how States/Territories treat different types of income. Table 11 captures the policies for the following types of income and benefits: TANF income, income from Supplemental Security Income (SSI), Social Security Disability Income benefits (SSDI), net self-employment income, child support income, and the value of SNAP benefits. Table 12 captures the treatment of general assistance, the value of housing assistance, benefits from the Low Income Home Energy Assistance Program (LIHEAP), foster care income, Earned Income Tax Credit (EITC) refunds, lump sum income, and non-recurring gifts. Key findings from 2011 include:

- TANF income is fully counted in approximately half of the States/Territories, and not counted or only partially counted in the remainder.
- SSI is fully counted in a little over half of the States/Territories while most States/Territories count SSDI income.
- All of the States/Territories fully count net income from self-employment.
- Three States/Territories (Connecticut, Wisconsin, and Puerto Rico) do not count child support income. D.C. specifies that child support income is counted for CCDF-eligible children only, while other States/Territories count the child support income of all children in the family.
- Maine is the only State that considers the value of SNAP benefits when determining the family's income.
- Almost all of the States/Territories do not count the value of housing assistance, while a couple of States/Territories count the value of some types of housing assistance, such as military housing assistance or employer-provided housing.
- Almost all of the States/Territories exclude the value of LIHEAP and EITC refunds. No State/Territory fully counts LIHEAP, and only one State (New Jersey) fully counts EITC refunds.
- Lump-sum and gift income policies show greater variation, with some States/Territories counting income above a certain dollar amount, such as income that exceeds 50 dollars. More than half of the States/Territories do not count this type of income.

How the State/Territory chooses to define countable income can greatly impact the family's eligibility and copayment. In States/Territories with more narrow definitions of income, families may be more likely to qualify for subsidized care because their countable income is lower. Note that the child support disregards described in this table refer to the child support *received* by the family; the treatment of the child support *paid* by the family is covered in Table 13.

### Income Disregards When Determining Eligibility (Table 13)

A program's definition of income may include a disregard, or deduction, of a portion of the family's earned income or a disregard of the child support that is paid by the family (to children outside the household). Disregards make it more likely that a family will be eligible for CCDF, and may lower the family's required payment. Table 13 shows each State's/Territory's policies for earned income disregards and disregards for child support payments. Key findings from the 2011 policies include:

- Six States/Territories (Arkansas, South Dakota, Utah, Wyoming, Puerto Rico, and the Virgin Islands) disregard a portion of earned income, either a monthly dollar amount (100 dollars in Arkansas and Utah and 200 dollars in Wyoming) or a percentage of income (4 percent in South Dakota, 15 percent in Puerto Rico, and 20 percent in the Virgin Islands).
- Approximately half of the programs allow families to deduct from their income the amount of child support paid in support of children outside of the home.

Note that the child support disregards described in this table refer to the child support *paid* by the family for the support of children living elsewhere; the treatment of the child support *received* by the family is covered in Table 11.

### Changes in Family and Income Definitions from 2010 to 2011

From 2010 to 2011, there were very few changes in policies for defining the family unit and income. In two States, the definition of a teen parent changed. In Colorado, the maximum age a parent is considered a teen parent was lowered from 21 in 2010 to 20 in 2011, while in Idaho the age was raised from 17 in 2010 to 18 in 2011.

### ***Financial Eligibility Tests***

In almost all cases, families must have income below a certain threshold in order to be fully eligible for the child care subsidy. (In some States/Territories, some children, such as children under child protective services, are automatically eligible for care without an explicit financial eligibility test.) The countable income of the family (using the definitions of family and income discussed above) is compared to the applicable eligibility threshold. As discussed earlier, each State/Territory establishes income eligibility thresholds, subject to the maximum limits allowed by the federal CCDF rules – 85 percent of state median income. Some States/Territories have one set of eligibility thresholds for initial eligibility and a somewhat-higher (i.e., less restrictive) set of thresholds for continuing eligibility. This is sometimes referred to as “tiered-eligibility”. Other States/Territories use a higher set of eligibility thresholds for other purposes, such as for families whose children have special needs.

A second type of financial eligibility test that is sometimes used in determining eligibility for other means-tested programs is an “assets test”. An assets test requires that a family’s countable assets (money in bank accounts, and so on) be lower than a specified maximum. The legislation that created the CCDF program neither established nor prohibited assets tests. The great majority of States/Territories do not use an assets test, but a small number do.

### Initial and Continuing Eligibility Thresholds (Tables 14 and 15)

Every State/Territory establishes income eligibility thresholds to determine eligibility for subsidized child care. Table 14 provides the States’/Territories’ initial eligibility thresholds, for one-person to five-person families.<sup>24</sup> A family newly applying for subsidies must have countable monthly income under the initial eligibility threshold in order to be eligible for subsidies. Table 15 provides continuing eligibility thresholds or the maximum income that a family already receiving a subsidy can have and still remain eligible. By establishing higher continuing eligibility thresholds, States/Territories allow families to work towards increasing their employment and income without losing their child care benefits. Key findings from the 2011 tables include:

- Among the 48 contiguous States and D.C., the initial eligibility thresholds for a family of three range from 1,854 dollars in Nebraska to 3,860 dollars in Maine and 3,861 dollars in New Hampshire. (The Maine and New Hampshire limits are approximately equal to 2.5 times the Federal Poverty Guidelines for a three-person family in 2011. Appendix B shows each State’s/Territory’s initial and continuing eligibility thresholds for a three-person family as a percentage of the Federal Poverty Guidelines.)
- Higher thresholds for a three-person family are used in the non-contiguous States and in one Territory (4,524 dollars in Alaska and 3,927 dollars in Hawaii and American Samoa).
- Puerto Rico has the lowest threshold for a three-person family at 1,423 dollars.
- In three States (Colorado, Texas, and Virginia), eligibility thresholds vary geographically within the State. The table shows the thresholds that affect the greatest number of families within the State.
- Seventeen States/Territories use higher eligibility thresholds for families that are already receiving subsidies.
- When continuing eligibility thresholds are used, the continuing eligibility threshold for a three-person family ranges from eight percent higher than the initial threshold (in Wisconsin) to 70 percent higher than the initial threshold (in Massachusetts).

Thresholds for larger family sizes (up to families with 10 members) can be found in the full detail of the CCDF Policies Database.

<sup>24</sup> A one-person family is relevant only in States/Territories with policies that may result in a “child-only” family. For instance, a State/Territory may consider a child living with a non-parent caretaker to be a one-person “child-only” family.

As noted in the footnotes to the tables, several programs (Colorado, Texas, and Virginia) have different eligibility thresholds in different areas of the State. In those cases, the tables show the eligibility thresholds used in the area of the State with the largest population, and the footnote specifies that area.

### Assets Tests (Table 16)

Assets tests establish a limit on the amount of assets a family may hold and still qualify for subsidized child care. When an assets test is used, the State/Territory must decide what types of assets to count (bank accounts and other financial assets, all or part of the value of vehicles, and so on) and how to set the maximum value. Table 16 shows the State/Territory policies related to assets tests. Highlights from the 2011 table include:

- Only two States (Nebraska and Rhode Island) use any sort of assets test for determining eligibility for the CCDF-funded child care program.
- Rhode Island's assets test only considers the value of liquid assets – accounts such as a savings or checking account that can be easily accessed. A family can have no more than 10,000 dollars in these types of accounts in order to be eligible for CCDF.
- Nebraska counts both liquid assets and some non-liquid assets. If the family owns a car worth more than 12,000 dollars, the portion that exceeds 12,000 dollars is counted as an asset. The family must have total assets below 6,000 dollars to be eligible for CCDF.

In both States, the value of homes, real property, household goods, and personal effects is excluded from the definition of a family's assets for purposes of the assets test.

### Changes in Financial Eligibility Tests from 2010 to 2011

From 2010 to 2011, financial eligibility policies changed in the majority of the States/Territories, with 42 States/Territories changing their eligibility thresholds. Thirty-five of those increased their initial eligibility thresholds from 2010 to 2011, and seven lowered their initial eligibility thresholds from 2010 to 2011. Of the States/Territories that increased their initial thresholds, the percentage change ranged from less than 1 percent (in Connecticut and Utah) to a 53 percent increase (in the Virgin Islands). One way to think about these changes is relative to the Consumer Price Index, a measure of the average change in prices paid by consumers over time. The median increase in initial eligibility thresholds was 1.2 percent from 2010 to 2011, less than the 3 percent increase in the CPI from 2010 to 2011. Thus, in most States/Territories that increased the eligibility thresholds, the increases were less than the rate of inflation.<sup>25</sup>

<sup>25</sup> From 2010 to 2011, the Consumer Price Index increased approximately three percent (available from the Bureau of Labor Statistics at [ftp://ftp.bls.gov/pub/special\\_requests/cpi/cpiat.txt](ftp://ftp.bls.gov/pub/special_requests/cpi/cpiat.txt)). Of the States/Territories that increased their initial thresholds, only eight increased the dollar amounts by three percent or more.

Of the States/Territories that decreased their initial thresholds, the percentage change ranged from 1 percent (in Tennessee) to a 26 percent decrease (in Colorado), with a median reduction of 6.7 percent. Among the 48 contiguous States and D.C., the initial eligibility thresholds for a family of three in 2010 ranged from 1,831 dollars in Nebraska to 3,815 dollars in D.C, Maine, and New Hampshire.

In both 2010 and 2011, 17 States used higher eligibility thresholds for families already receiving subsidies. Of those 17 States, 15 changed their continuing eligibility thresholds from 2010 to 2011. All 15 States increased their continuing eligibility thresholds in 2011, with the percentage change ranging from less than 1 percent (in Connecticut and Utah) to approximately 5 percent (in the Gulf Coast Region of Texas<sup>26</sup>), with a median increase of 1.2 percent. Among the 48 contiguous States and D.C., the continuing eligibility thresholds for a family of three in 2010 ranged from 1,831 dollars in Nebraska to 5,864 dollars in Massachusetts.

<sup>26</sup> Eligibility thresholds in Texas vary for different areas of the State. For the Book of Tables, the thresholds for the Gulf Coast Region are used.

**Table 1. Maximum Age Allowed for CCDF Eligibility, 2011**

State	Maximum Age for Most Children	Child Mentally or Physically	
		Incapacitated	Child in Protective Services
Alabama	12	18	12
Alaska	12	18 <sup>1</sup>	12 <sup>2</sup>
Arizona	12	12	12
Arkansas	12	17	12
California	12	21	12
Colorado	12	18	NA <sup>3</sup>
Connecticut	12	18	12
Delaware	12	18	18
DC	12	18	18
Florida	12	18	18
Georgia	12	17	12 <sup>4</sup>
Hawaii	12	17	17
Idaho	12	17 <sup>5</sup>	17 <sup>5</sup>
Illinois	12 <sup>6</sup>	18	NA <sup>3</sup>
Indiana	12	17	17
Iowa	12	18	12 <sup>7</sup>
Kansas	12	18	12
Kentucky	12	18	12
Louisiana	12	17	12
Maine	12	18	12 <sup>8</sup>
Maryland	12	18	NA <sup>3</sup>
Massachusetts	12, unless the child turns 13 during the school year, then services may be provided for the remainder of the school year	15 <sup>9</sup>	12 <sup>10</sup>
Michigan	12 <sup>11</sup>	17 <sup>12</sup>	12 <sup>13</sup>
Minnesota	12	14	NA <sup>3</sup>
Mississippi	12	18	12
Missouri	12	17 <sup>14</sup>	17
Montana	12	18	17
Nebraska	12	18	18
Nevada	12	18	12
New Hampshire	12	17	12
New Jersey	12	18	18
New Mexico	12	17	12 <sup>15</sup>
New York	12, unless the child turns 13 during the school year, then services may be provided for the remainder of the school year	17 <sup>16</sup>	12 <sup>17</sup>
North Carolina	12	17	17
North Dakota	12	18	NA <sup>18</sup>
Ohio	12	17	12
Oklahoma	12 <sup>8</sup>	18	12 <sup>8</sup>
Oregon	11 <sup>19</sup>	17	NA <sup>3</sup>
Pennsylvania	12	18	12
Rhode Island	12	18	12
South Carolina	12	18	12

**Table 1. Maximum Age Allowed for CCDF Eligibility, 2011**

State	Maximum Age for Most Children	Child Mentally or Physically	
		Incapacitated	Child in Protective Services
South Dakota	12	17 <sup>20</sup>	17 <sup>21</sup>
Tennessee	12	17	12
Texas	12	18 <sup>22</sup>	18 <sup>23</sup>
Utah	12	17	17 <sup>4</sup>
Vermont	12	18	18 <sup>24</sup>
Virginia	12	17	17
Washington	12 <sup>25</sup>	18	NA <sup>3</sup>
West Virginia	12 <sup>26</sup>	17 <sup>27</sup>	12 <sup>4</sup>
Wisconsin	12	18	NA <sup>3</sup>
Wyoming	12	17	NA <sup>3</sup>
American Samoa	12	12	12 <sup>28</sup>
Guam	12	18	18 <sup>8</sup>
No Mariana Islands	12	12	12
Puerto Rico	12	18	18
Virgin Islands	13 <sup>29</sup>	18	18 <sup>30</sup>

Source: CCDF Policies Database October 1, 2011 Data

<sup>1</sup> Eligibility ends on the last day of the month in which the child reaches age 19.

<sup>2</sup> Children age 13 to 18 who require court-ordered adult supervision and who are receiving TANF benefits may continue to receive subsidized child care.

<sup>3</sup> Child protective services child care is not provided under the state's primary child care subsidy program.

<sup>4</sup> The age limit is 17 for children under court-ordered supervision.

<sup>5</sup> The child may receive care until the month of his or her 18th birthday. A child who is a full-time student and expects to complete secondary school by the month of his or her 19th birthday is eligible until the month of the 19th birthday.

<sup>6</sup> Care is funded during the entire month of the child's 13th birthday.

<sup>7</sup> Children age 13 up to age 16 may be eligible for child care benefits if there are special circumstances that put the safety and well-being of the children at risk if left home alone.

<sup>8</sup> The age limit is 18 for children under court-ordered supervision.

<sup>9</sup> A child who turns 16 may remain in care for the remainder of the school year.

<sup>10</sup> Children involved with child protective services are treated the same as other children with an age limit of 12, or 13 if the child turns 13 during the school year, in which case services may be provided for the remainder of the school year.

<sup>11</sup> Children who turn 13 during a biweekly pay period are eligible through the end of that pay period.

<sup>12</sup> At age 18, the child may continue to receive care if he or she requires constant care due to a physical, mental, or psychological condition or a court order, is a full-time high school student, and is reasonably expected to complete high school before age 19.

<sup>13</sup> Children under court supervision may receive care through age 17, or 18 if still in high school and expected to graduate before turning 19.

<sup>14</sup> If the child is still in school, he or she may receive care through age 18.

<sup>15</sup> The age limit is 16 for children under court-ordered supervision.

<sup>16</sup> If the child is enrolled full time in secondary school or in an equivalent level of vocational or technical training, he or she may receive care through age 18.

<sup>17</sup> Children who turn 13 during the school year may continue to receive care through the end of the school year using Title XX funding using a provider with whom the district has a contract or letter of intent and is licensed or registered. Children under court supervision may receive care through age 17. If the child is enrolled full time in secondary school or in an equivalent level of vocational or technical training, he or she may receive care through age 18.

<sup>18</sup> Child protective services child care is not provided under the state's primary child care subsidy program. The age limit is 18 for children under court-ordered supervision.

- <sup>19</sup> Children must be younger than 12 in order to meet the general age requirement. Children ages 12 through 17 are eligible if they are physically or mentally incapable of self-care, under court supervision, receiving foster care, eligible for the special needs rate, or subject to circumstances that significantly compromise the child's safety or the caretaker's ability to work if child care is not available.
- <sup>20</sup> The maximum age is 18 if the child is enrolled in school and expected to graduate, and is physically or mentally incapable of self-care.
- <sup>21</sup> The maximum age is 18 if the child is enrolled in school and expected to graduate, and is under court supervision.
- <sup>22</sup> Subsidies for children over the age of 12 with disabilities are provided at the discretion of the local agency.
- <sup>23</sup> Services for a child receiving protective services may continue as long as the child protective services agency authorizes the care.
- <sup>24</sup> Children under court supervision or committed to the custody or guardianship of the commissioner are eligible through age 18.
- <sup>25</sup> Child care centers may provide care through age 12. Child care homes may only provide care through age 11.
- <sup>26</sup> For home-based self-employed applicants and applicants taking web-based classes, the maximum age for a child who is not physically or mentally incapacitated is 6.
- <sup>27</sup> For home-based self-employed applicants and applicants taking web classes, the maximum age for a child who is physically or mentally incapacitated is 12.
- <sup>28</sup> Children under court supervision must be under age 13.
- <sup>29</sup> A child is eligible through age 13.
- <sup>30</sup> The age of a child in protective services must be exempt by a court order.

**Table 2. Minimum Work Hours Per Week Required for CCDF Eligibility, 2011 <sup>2</sup>**

State	General Full-Time Requirement	Minimum Work Hours for Part-Time Care	Minimum Work Hours for a Two Parent Household <sup>3</sup>
Alabama	15	15	Each parent must work 15 hours
Alaska	No minimum	No minimum	No minimum
Arizona	No minimum	No minimum	No minimum
Arkansas	30	30	Each parent must work 30 hours
California	No minimum	No minimum	No minimum
Colorado	No minimum	No minimum	No minimum
Connecticut	No minimum	No minimum	No minimum
Delaware	No minimum	No minimum	No minimum
DC	20	20	Each parent must work 20 hours
Florida	20 <sup>4</sup>	20 <sup>4</sup>	Each parent must work 20 hours <sup>4</sup>
Georgia	30 <sup>5</sup>	30	Each parent must work 30 hours
Hawaii	No minimum	No minimum	No minimum
Idaho	No minimum	No minimum	No minimum
Illinois	No minimum	No minimum	No minimum
Indiana	No minimum	No minimum	No minimum
Iowa	28 <sup>6</sup>	28 <sup>6</sup>	Each parent must work 28 hours <sup>6</sup>
Kansas	No minimum	No minimum	No minimum
Kentucky	20	20	Both must work a total of 40 hours <sup>7</sup>
Louisiana	30	30	Each parent must work 30 hours
Maine	No minimum <sup>8</sup>	No minimum	No minimum
Maryland	No minimum	No minimum	No minimum
Massachusetts	30	20	Each parent must work 30 hours <sup>9</sup>
Michigan	No minimum	No minimum	No minimum
Minnesota	20	20	Each parent must work 20 hours
Mississippi	25 <sup>10</sup>	25	Each parent must work 25 hours <sup>10</sup>
Missouri	No minimum	No minimum	No minimum
Montana	Other <sup>11</sup>	Other <sup>11</sup>	Other <sup>11</sup>
Nebraska	No minimum	No minimum	No minimum
Nevada	No minimum	No minimum	No minimum
New Hampshire	No minimum	No minimum	No minimum
New Jersey	30	30	Each parent must work 30 hours
New Mexico	No minimum	No minimum	No minimum
New York	20 <sup>12</sup>	20 <sup>12</sup>	Each parent must work 20 hours <sup>12</sup>
North Carolina	30 <sup>13</sup>	No minimum <sup>13</sup>	Each parent must work 30 hours <sup>13</sup>

**Table 2. Minimum Work Hours Per Week Required for CCDF Eligibility, 2011 <sup>2</sup>**

State	General Full-Time Requirement	Minimum Work Hours for Part-Time Care	Minimum Work Hours for a Two Parent Household <sup>3</sup>
North Dakota	No minimum	No minimum	No minimum
Ohio	No minimum	No minimum	No minimum
Oklahoma	No minimum <sup>14</sup>	No minimum <sup>14</sup>	No minimum <sup>14</sup>
Oregon	No minimum	No minimum	No minimum
Pennsylvania	20 <sup>15</sup>	20 <sup>15</sup>	Each parent must work 20 hours <sup>15</sup>
Rhode Island	20 <sup>16</sup>	20 <sup>16</sup>	Each parent must work 20 hours <sup>16</sup>
South Carolina	30	15	Each parent must work 30 hours <sup>17</sup>
South Dakota	20 <sup>18</sup>	20 <sup>18</sup>	Each parent must work 20 hours <sup>18</sup>
Tennessee	30	30	Each parent must work 30 hours
Texas	25 <sup>19</sup>	25 <sup>19</sup>	Both must work a total of 50 hours <sup>19</sup>
Utah	15	15	One parent must work 30 hours and the other must work 15 hours
Vermont	No minimum	No minimum	No minimum
Virginia	No minimum	No minimum	No minimum
Washington	No minimum <sup>20</sup>	No minimum <sup>20</sup>	No minimum <sup>20</sup>
West Virginia	No minimum <sup>21</sup>	No minimum <sup>21</sup>	No minimum <sup>21</sup>
Wisconsin	No minimum	No minimum	No minimum
Wyoming	No minimum	No minimum	No minimum
American Samoa	20	20	Each parent must work 20 hours
Guam	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>
No Mariana Islands	30	30	Each parent must work 30 hours
Puerto Rico	38 <sup>22</sup>	15	--- <sup>1</sup>
Virgin Islands	30	30	Each parent must work 30 hours

Source: CCDF Policies Database October 1, 2011 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> This table captures whether there is an explicit policy for the minimum number of work hours required. This table does not capture work requirement differences between various eligibility groups.

<sup>3</sup> When the minimum number of work hours varies for full-time care and part-time care, the full-time requirement is captured and the part-time requirement is described in the notes.

<sup>4</sup> Parents or guardians must enter the program with a minimum of 20 hours but may remain eligible at a minimum of 15 hours if their hours are reduced by an employer due to circumstances beyond their control.

<sup>5</sup> If in training, the participant must work 24 hours per week. If a participant's work hours are reduced for economic hardship related reasons only, they must average 25 hours per week. New applicants must still meet the 30 hour requirement.

<sup>6</sup> TANF recipients do not have to meet the minimum work hours requirement.

<sup>7</sup> The minimum requirement for one parent in a two-parent household is five hours per week.

<sup>8</sup> Applicants who are self-employed must participate in a self-employment activity a minimum average of 20 hours per week.

<sup>9</sup> Part-time care may be authorized if one or both parents are working less than 30 hours, but at least 20 hours.

<sup>10</sup> Each parent must be working at least 25 hours per week, or one parent must be working at least 25 hours per week and the other parent must be enrolled in an approved full-time educational or training program. Families in transitional child care do not need to meet the work hours requirement. The 25 hours per week work requirement is reduced for foreign students who hold a VISA because they are permitted to work only on campus for 20 hours per week.

<sup>11</sup> The work requirement is monthly. Two-parent households must work 120 hours per month. Single parents must work 60 hours per month. Single parents attending school full time are required to work 40 hours per month.

<sup>12</sup> Policies coded for New York City. The work requirement for families receiving transitional child care is 17.5 hours per week for a single parent working in a job exempt from minimum wage or a combined 25 hours per week for two parents working in jobs exempt from minimum wage.

<sup>13</sup> Full-time employment is considered an average of 30 hours or more per week. Part-time care is approved for any number of hours less than full-time care.

<sup>14</sup> Foster families must work a minimum of 20 hours per week.

<sup>15</sup> Ten hours of training may be substituted for 10 hours of the 20 hour work requirement.

<sup>16</sup> Income eligible parents must work an average of at least 20 hours per week in a month.

<sup>17</sup> If one or both parents work part time, only part-time care will be authorized. Each parent must work 15 hours for part-time care.

<sup>18</sup> Applicants must work a minimum of 80 hours per month.

<sup>19</sup> A higher number of hours may be required by the local department.

<sup>20</sup> When a non-TANF client is receiving care for education or training, he or she must work a minimum of 20 hours a week or 16 hours in a federal or state work study program.

<sup>21</sup> Self-employed individuals must work a minimum of 20 hours per week.

<sup>22</sup> The recipient must work at least 7.5 hours daily.

**Table 3. Approved Activities for CCDF Eligibility, 2011**

State	<u>Job Search Activities</u>						Post-Secondary Education <sup>2</sup>
	Employment	Job Search	Job Search Time Limit	High School/GED <sup>2</sup>	ESL <sup>2</sup>	Training <sup>2</sup>	
Alabama	Yes	No	NA	Yes	No	Yes <sup>3</sup>	Yes <sup>3</sup>
Alaska	Yes	Yes, for initial and continuing eligibility	80 hours in a year <sup>4</sup>	Yes	Yes	Yes	Yes
Arizona	Yes	Yes, only for continuing eligibility	60 days in a year <sup>5</sup>	Yes	Yes	Yes	Yes <sup>6</sup>
Arkansas	Yes	No	NA	Yes	No	Yes	Yes
California	Yes	Yes, for initial and continuing eligibility	60 days in a year <sup>7</sup>	Yes	Yes	Yes	Yes
Colorado	Yes	Yes, for initial and continuing eligibility	30 days in a year <sup>8</sup>	Yes <sup>9</sup>	Yes <sup>9</sup>	Yes <sup>9</sup>	Yes <sup>9</sup>
Connecticut	Yes	Yes, only for continuing eligibility	Other <sup>10</sup>	Yes <sup>11</sup>	No	No	No
Delaware	Yes	Yes, for initial and continuing eligibility	3 months per job loss occurrence	Yes	No	No	No <sup>12</sup>
DC	Yes	Yes, for initial and continuing eligibility	NA <sup>13</sup>	Yes	Yes	Yes	Yes
Florida	Yes	Yes, only for continuing eligibility <sup>14</sup>	30 days per job loss occurrence	Yes <sup>15</sup>	Yes <sup>15</sup>	Yes <sup>15</sup>	Yes <sup>15</sup>
Georgia	Yes	Yes, only for continuing eligibility	8 weeks per job loss occurrence <sup>16</sup>	Yes	No	Yes	No <sup>17</sup>
Hawaii	Yes	Yes, for initial and continuing eligibility	30 days in a year <sup>18</sup>	Yes	No <sup>19</sup>	Yes	Yes
Idaho	Yes	No	NA	Yes	Yes	Yes	Yes
Illinois	Yes	Yes, only for continuing eligibility <sup>20</sup>	90 days in a year <sup>20</sup>	Yes <sup>21</sup>	Yes <sup>21</sup>	Yes <sup>21</sup>	Yes <sup>22</sup>
Indiana	Yes	Yes, only for continuing eligibility	13 weeks in a year	Yes <sup>23</sup>	Yes <sup>23</sup>	Yes <sup>23</sup>	Yes <sup>23</sup>
Iowa	Yes	Yes, for initial and continuing eligibility	30 days in a year <sup>18</sup>	Yes	Yes	Yes	Yes
Kansas	Yes <sup>24</sup>	No	NA	Yes	No <sup>25</sup>	Yes	Yes
Kentucky	Yes	Yes, only for continuing eligibility	4 weeks per job loss occurrence	Yes <sup>26</sup>	No	No <sup>27</sup>	No <sup>26</sup>
Louisiana	Yes	No	NA	Yes	No	Yes	Yes

**Table 3. Approved Activities for CCDF Eligibility, 2011**

State	<u>Job Search Activities</u>						Post-Secondary Education <sup>2</sup>
	Employment	Job Search	Job Search Time Limit	High School/GED <sup>2</sup>	ESL <sup>2</sup>	Training <sup>2</sup>	
Maine	Yes	Yes, only for continuing eligibility	2 months in 6 months <sup>28</sup>	Yes	No	Yes	Yes
Maryland	Yes	Yes, for initial and continuing eligibility	2 weeks per job loss occurrence <sup>29</sup>	Yes	No	Yes	Yes <sup>30</sup>
Massachusetts	Yes <sup>31</sup>	Yes, for initial and continuing eligibility	8 weeks in a year <sup>32</sup>	Yes	Yes	Yes	Yes <sup>33</sup>
Michigan	Yes	No <sup>34</sup>	NA	Yes	Yes	Yes	Yes
Minnesota	Yes	Yes, for initial and continuing eligibility	240 hours in a year <sup>35</sup>	Yes	Yes	Yes	Yes
Mississippi	Yes	Yes, for initial and continuing eligibility	60 days per job loss occurrence <sup>36</sup>	Yes	No	Yes	Yes
Missouri	Yes	Yes, for initial and continuing eligibility <sup>37</sup>	60 days in a year <sup>37</sup>	Yes <sup>38</sup>	Yes	Yes	Yes <sup>39</sup>
Montana	Yes	Yes, only for continuing eligibility <sup>40</sup>	30 days per job loss occurrence	Yes	No	Yes	Yes <sup>41</sup>
Nebraska	Yes	Yes, for initial and continuing eligibility	2 months in a year <sup>42</sup>	Yes	Yes	Yes	Yes <sup>43</sup>
Nevada	Yes	Yes, for initial and continuing eligibility	4 weeks in a year	Yes <sup>44</sup>	No	Yes	Yes <sup>45</sup>
New Hampshire	Yes	Yes, for initial and continuing eligibility	40 days in 6 months <sup>46</sup>	Yes	Yes	Yes <sup>47</sup>	Yes <sup>48</sup>
New Jersey	Yes	No	NA	Yes	Yes	Yes	Yes
New Mexico	Yes	Yes, for initial and continuing eligibility	60 days in a year <sup>49</sup>	Yes <sup>50</sup>	Yes	Yes	Yes
New York	Yes	Yes, for initial and continuing eligibility <sup>51</sup>	6 months in a year <sup>51</sup>	Yes	Yes	Yes <sup>52</sup>	Yes <sup>53</sup>
North Carolina	Yes	Yes, for initial and continuing eligibility	30 days per job loss occurrence <sup>54</sup>	Yes	No	Yes	Yes
North Dakota	Yes	Yes, for initial and continuing eligibility	8 weeks in a year <sup>55</sup>	Yes	No	Yes <sup>56</sup>	Yes <sup>56</sup>
Ohio	Yes	No	NA	Yes	Yes	Yes	Yes <sup>57</sup>

**Table 3. Approved Activities for CCDF Eligibility, 2011**

State	<u>Job Search Activities</u>						Post-Secondary Education <sup>2</sup>
	Employment	Job Search	Job Search Time Limit	High School/GED <sup>2</sup>	ESL <sup>2</sup>	Training <sup>2</sup>	
Oklahoma	Yes	Yes, only for continuing eligibility <sup>58</sup>	60 days in a year <sup>58</sup>	Yes <sup>59</sup>	Yes <sup>59</sup>	Yes <sup>60</sup>	Yes <sup>61</sup>
Oregon	Yes <sup>62</sup>	Yes, only for continuing eligibility	1 month per job loss occurrence <sup>63</sup>	No	No	No	No <sup>64</sup>
Pennsylvania	Yes	Yes, only for continuing eligibility	60 days per occurrence <sup>65</sup>	Yes	Yes	Yes	Yes
Rhode Island	Yes	Yes, only for continuing eligibility <sup>66</sup>	21 days in 6 months <sup>66</sup>	Yes <sup>67</sup>	--- <sup>1</sup>	Yes <sup>67</sup>	--- <sup>1</sup>
South Carolina	Yes <sup>68</sup>	No <sup>69</sup>	NA	Yes	No <sup>70</sup>	Yes	Yes
South Dakota	Yes	Yes, only for continuing eligibility <sup>71</sup>	30 days in 6 months <sup>71</sup>	Yes	No	Yes	Yes
Tennessee	Yes	No	NA	Yes	No	Yes	Yes
Texas	Yes	Yes, only for continuing eligibility <sup>72</sup>	4 weeks in a year <sup>72</sup>	Yes	Yes	Yes	Yes
Utah	Yes	No <sup>73</sup>	NA	No <sup>74</sup>	No <sup>74</sup>	No <sup>74</sup>	No <sup>74</sup>
Vermont	Yes	Yes, for initial and continuing eligibility <sup>75</sup>	1 month in a year <sup>75</sup>	Yes	--- <sup>1</sup>	Yes <sup>76</sup>	Yes <sup>76</sup>
Virginia	Yes <sup>77</sup>	No <sup>78</sup>	NA	Yes	Yes	Yes	Yes
Washington	Yes	Yes, only for continuing eligibility <sup>14</sup>	56 days in a year <sup>79</sup>	Yes <sup>80</sup>	Yes <sup>80</sup>	Yes <sup>80</sup>	Yes <sup>80</sup>
West Virginia	Yes	Yes, only for continuing eligibility	30 days in 6 months <sup>81</sup>	Yes	Yes	Yes	Yes
Wisconsin	Yes	No <sup>82</sup>	NA	Yes <sup>83</sup>	Yes <sup>84</sup>	Yes <sup>85</sup>	Yes <sup>86</sup>
Wyoming	Yes	No	NA	Yes	No	Yes	Yes <sup>87</sup>
American Samoa	Yes	Yes, for initial and continuing eligibility	6 months in a year <sup>88</sup>	Yes <sup>89</sup>	--- <sup>1</sup>	Yes	Yes <sup>89</sup>
Guam	Yes	Yes, for initial and continuing eligibility	3 months	Yes	--- <sup>1</sup>	Yes	Yes
No Mariana Islands	Yes	Yes, for initial and continuing eligibility	--- <sup>1</sup>	Yes	No	Yes	Yes

**Table 3. Approved Activities for CCDF Eligibility, 2011**

State	<u>Job Search Activities</u>						Post-Secondary Education <sup>2</sup>
	Employment	Job Search	Job Search Time Limit	High School/GED <sup>2</sup>	ESL <sup>2</sup>	Training <sup>2</sup>	
Puerto Rico	Yes	Yes, for initial and continuing eligibility	--- <sup>1</sup>	Yes <sup>90</sup>	--- <sup>1</sup>	Yes <sup>91</sup>	Yes <sup>92</sup>
Virgin Islands	Yes	No	NA	Yes	No	Yes	Yes

Source: CCDF Policies Database October 1, 2011 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> States may require participants to meet work requirements in addition to education and training activities. This additional information can be found in the full detail of the CCDF Policies Database. Unless noted, care is generally not approved for graduate level education.

<sup>3</sup> Training and educational activities are limited to non-academic vocational, trade, or technical training programs lasting no more than 24 calendar months from the parent's initial enrollment into the program; or, for parents who have already completed the first two years of a four-year college degree program, the last two years of the four-year degree program.

<sup>4</sup> Job search activities are limited to 80 hours of care in a calendar year.

<sup>5</sup> Job search activities are approved for up to two 30-day periods in a year for families already receiving child care subsidies.

<sup>6</sup> Students must maintain a C average, or in cases where grades are not used, meet comparable requirements of the education or training program. The education activity must be related to a specific occupation, job, or job offer.

<sup>7</sup> Job search activities are limited to 60 days per fiscal year, five days per week, and less than 30 hours per week.

<sup>8</sup> Job search activities are limited to 30 days of child care within a 12-month period.

<sup>9</sup> Counties have the option of including training and education as eligible activities for the subsidy. Activities can lead to an associate's degree or a bachelor's degree, but they are limited to a first bachelor's degree.

<sup>10</sup> Job search activities are approved through the end of the month following the month in which employment ended.

<sup>11</sup> High school activities are approved for all parents under age 20.

<sup>12</sup> Post-secondary education is only approved if it is part of a TANF Employment and Training program or if the applicant began education activities while in a SNAP Employment and Training program.

<sup>13</sup> There is no time limit for job search activities.

<sup>14</sup> For TANF clients, job search is an eligible activity for initial and continuing eligibility.

<sup>15</sup> A client's education activity must consist of at least 20 hours per week. For TANF clients, post-secondary education is limited to degrees related to their field of work.

<sup>16</sup> If the client does not obtain employment after eight weeks, child care services may be suspended for up to 12 weeks or services may be terminated.

<sup>17</sup> Enrollment in a degree program is not an approved activity. Participation in vocational programs at colleges and universities is an approved activity.

<sup>18</sup> Child care for job search activities may be approved for only one 30-consecutive-day period in any 12-month period.

<sup>19</sup> Families with income below 100 percent of the Federal Poverty Guidelines who are employed and have limited English proficiency are given priority.

<sup>20</sup> Families are limited to three 30-day grace periods in any 12-month period. TANF clients participating in an approved agency program are initially and continually eligible if job search activities are listed in their plan.

- <sup>21</sup> Students must maintain a C average, or in cases where grades are not used, meet comparable requirements of the education or training program. Beginning with month 25 of participation, the client must work 20 hours or more per week. The work requirement does not apply to a teen parent.
- <sup>22</sup> Students who do not work must maintain a 2.5 GPA, and students who work 20 hours or more per week must maintain a 2.0 GPA. The client cannot already have an associate's degree and be seeking a second one. The client cannot already have a bachelor's degree.
- <sup>23</sup> For TANF work program families, activities must be approved by a TANF work program caseworker. For other families, activities must be completed through a certified or accredited secondary or post-secondary training organization or institution. Benefits for post-secondary education may only be given for a maximum of 16 semesters and may only support one four-year degree or two Associate degrees.
- <sup>24</sup> If a self-employed person is not earning the equivalent of the federal minimum wage after six months, child care services may be terminated.
- <sup>25</sup> ESL is only authorized under the TANF work program.
- <sup>26</sup> Education is an approved activity for teen parents or if it is part of the state work program requirement. For parents who are not teens or part of the work program, care may be provided during education activities if the parent qualifies for the subsidy based on employment.
- <sup>27</sup> Training is only an approved activity if it is part of the state work program requirement.
- <sup>28</sup> Job search activities may be approved for a maximum of two months in a six-month period. Job search activities are limited to 20 hours per week.
- <sup>29</sup> The two week time limit is per job loss occurrence. If the individual has difficulty finding employment, multiple job search periods may be approved.
- <sup>30</sup> The education activity must be related to a specific occupation, job, or job offer.
- <sup>31</sup> The parent must earn at least the state minimum wage.
- <sup>32</sup> Parents already receiving benefits are allowed eight weeks of job search activities at the level of care they were receiving while employed. Parents not already receiving care are allowed eight weeks of job search activities at the full-time level of care. Four additional weeks of job search activities may be approved in extraordinary circumstances.
- <sup>33</sup> Education activities must take place at an accredited college or university, leading to an associate's or bachelor's degree.
- <sup>34</sup> Job search activities are allowed for migrant workers only.
- <sup>35</sup> A maximum of 240 hours per calendar year is allowed for job search.
- <sup>36</sup> Job search is an eligible activity for 60 days from the last day of employment.
- <sup>37</sup> Job search activities are allowed for non-TANF families for 30 days at a time, twice per year. Families receiving TANF are allowed 12 weeks of job search activities per year.
- <sup>38</sup> The student must maintain a 2.0 GPA on a 4.0 grade scale or be making satisfactory progress as defined by the institution.
- <sup>39</sup> The student must maintain a 2.0 GPA on a 4.0 grade scale or its equivalent in another grading system.
- <sup>40</sup> In the case of TANF recipients, job search activities are only approved for applicants who have job search in their family investment agreement/employability plan.
- <sup>41</sup> Post-secondary education is not allowed above a bachelor's degree. If, however, the parent received the last post-secondary degree or training certificate over five years ago, subsidies may be allowed for a second certificate or bachelor's degree.
- <sup>42</sup> Clients may initially be given two consecutive calendar months for job search activities in a program year (July 1 through June 30). Each time the client loses a job, he or she is entitled to two months of care for job search activities.
- <sup>43</sup> Post-secondary education is not approved for a client to earn a second bachelor's degree.
- <sup>44</sup> High school and GED activities are limited to minor parents.
- <sup>45</sup> Subsidy benefits are approved for a maximum of 40 calendar months when the only purpose of care is being a student.
- <sup>46</sup> For non-TANF families, care cannot be authorized for more than 40 days of child care services in any six month period. For TANF families, all activities in the individual's employment plan are authorized.
- <sup>47</sup> Training is approved if it prepares the individual for employment.

- <sup>48</sup> Prerequisite courses for post-secondary education are not an eligible activity. All other courses that lead to a degree or certificate in an area of specialization are eligible activities. If the applicant is not participating in the state's employment program, the program cannot result in a bachelor's degree or higher.
- <sup>49</sup> Job search activities may be approved for two 30-day periods in a year.
- <sup>50</sup> Child care benefits for clients who are preparing for the GED are limited to one year.
- <sup>51</sup> Job search activities can be approved for up to six months if a district selects this option in its Child and Family Services Plan and has funds available. Districts can limit job search activities to less than six months. This limitation is per year, unless otherwise noted in the district's Child and Family Services Plan.
- <sup>52</sup> Enrollment in more than two consecutive vocational training programs, when care is needed, is not allowed.
- <sup>53</sup> Approved post-secondary education activities include two-year programs other than ones with a specific vocational sequence leading to an associate degree and four-year college programs if the parent is also working at least 17.5 hours per week.
- <sup>54</sup> Job search activities can be extended for another 30 days if the parent requests an extension and the caseworker determines that an extension is warranted.
- <sup>55</sup> Job search activities are allowed for 20 hours per week, including travel and break time, for eight weeks per calendar year.
- <sup>56</sup> The amount of time a person is eligible to receive the subsidy for vocational training or post-secondary education is limited to 24 months or two years. Vocational training at a college or university must lead to a certificate, certificate of completion, post-secondary diploma, or an Associate of Applied Science degree. Post-secondary education is not an approved activity if the individual already has a diploma, degree, or certificate, except for certified nursing assistants.
- <sup>57</sup> Post-baccalaureate education is only approved if the education is necessary to meet specific requirements associated with maintaining employment, certification, or licensure. Post-secondary education is not approved for individuals who have already completed 140 undergraduate semester hours or 216 undergraduate quarter hours, or the combined equivalent.
- <sup>58</sup> The individual must have received child care benefits for at least 30 calendar days prior to losing employment or completing a training or education program. Job search activities may be approved for 30 days and no more than twice per calendar year, for a total of 60 days per year, and only if the individual was employed or attending school for at least 90 days between job search activities.
- <sup>59</sup> Care is not approved for both parents to attend GED or ESL classes at the same time.
- <sup>60</sup> Training is approved when it will qualify the individual to meet requirements for a job that the client could not meet without a certificate, accreditation, or licensure. The training program must qualify for federal financial aid from the U.S. Department of Education. In a two-parent household, the other parent must be employed during the hours the first parent is attending training. On-the-job training or apprenticeship programs that pay minimum wage are approved under employment activities.
- <sup>61</sup> Post-secondary education must be expected to lead to a degree or certificate. In a two-parent household, care will not be authorized if both parents are attending a formal education or training program at the same time.
- <sup>62</sup> Self-employed families are not eligible for the child care subsidy.
- <sup>63</sup> Job search activities must be approved by agency staff.
- <sup>64</sup> Child care for education activities is covered as long as the client is primarily an employee rather than a student. As a general rule, clients enrolled in enough credit hours to qualify for financial aid are considered students and their class hours cannot be covered.
- <sup>65</sup> TANF families are given 30 days between a break in activities during which they may keep receiving subsidized child care.
- <sup>66</sup> Income eligible parents receiving a child care subsidy may be granted a grace period not to exceed 21 days when the parents experience temporary unemployment or a transition between jobs.
- <sup>67</sup> High school, GED, and training activities are approved for teen parents, under the age of 20, without a high school degree or its equivalent. The applicant must be participating in the state's assistance program for teen parents. TANF applicants may participate in employment or education as approved in their employment plan.
- <sup>68</sup> Employment includes subsidized employment, on-the-job training, and self-employment. It may also include part-time or work-study employment for at least 15 hours a week. A participant is considered employed if he or she is paid a salary.
- <sup>69</sup> Job search activities are only approved for TANF recipients.

- <sup>70</sup> ESL may be authorized for TANF recipients in order to comply with a family plan.
- <sup>71</sup> Job search activities are limited to 30 days in a half year period, consisting of the periods January through June and July through December.
- <sup>72</sup> Job search is an eligible activity for up to four weeks per fiscal year.
- <sup>73</sup> Job search activities are approved for CCDF eligibility only for homeless families.
- <sup>74</sup> Care is authorized for education or training activities only if clients meet the minimum work requirement.
- <sup>75</sup> Parents must demonstrate involvement in activities generally recognized as necessary to obtain employment or training leading to employment. Job search activities are not authorized for care of school-age children during the school year or if both caretakers are seeking employment. Job search extensions may be authorized.
- <sup>76</sup> Parents must demonstrate participation in a program that is likely to lead to employment within one year after completion of the program. The policy also applies to training or education programs required to maintain employment. Community service time/training are eligible activities. Volunteer work and post-bachelor education are not eligible activities.
- <sup>77</sup> If the client has been self-employed for less than a year, he or she must provide proof of earnings equivalent to minimum wage for actual hours worked within three months of approval for the program.
- <sup>78</sup> Job search activities are only approved if they are part of a TANF or SNAP work program.
- <sup>79</sup> Job searches are limited to two times per year. Each job search period is for 28 days, and the job search periods may be used back to back, for a total of 56 days of job search per year.
- <sup>80</sup> Non-TANF clients over the age of 21 must work 20 hours in conjunction with education and training to be eligible for care.
- <sup>81</sup> Recipients can receive care for job search activities for up to 30 days in a six-month period. Job search activities are covered for five hours a day, four days a week.
- <sup>82</sup> Job search is allowed if the applicant is participating in a TANF work program or the SNAP Employment and Training Program.
- <sup>83</sup> If the parent is age 20 or older, approval for high school or GED activities is limited to 24 months. The time restriction does not apply to parents age 19 or younger. Parents age 20 and older must also participate in at least five hours of employment per week.
- <sup>84</sup> ESL activities are limited to 24 months.
- <sup>85</sup> Pre-job training is limited to two weeks. Apprenticeships are considered allowable employment.
- <sup>86</sup> Education activities are limited to 24 months. The activity must provide skills that will help the individual maintain his or her current job or help the individual obtain a job in another field. Parents must also participate in at least five hours of employment per week.
- <sup>87</sup> Approval for post-secondary education is limited to one degree, unless an associate's degree was earned as part of working towards completing a bachelor's degree. The participant must also meet at least a 2.0 cumulative grade point average each term or semester.
- <sup>88</sup> Job search activities can be approved for two months at a time and initially renewed up to a maximum of six months. The parent must then wait six months before qualifying for a second and final job search period, not to exceed an additional six months.
- <sup>89</sup> Participants must be taking at least two classes each semester.
- <sup>90</sup> Any program from an institution that is accredited by the department of education resulting in a diploma or certificate is approved.
- <sup>91</sup> The program requires a minimum of 15 hours of weekly training.
- <sup>92</sup> Any educational, training, or rehabilitation program licensed by the department of higher education with a specific vocational, education, or occupational goal that is geared towards the development of knowledge and skills necessary to secure employment is an eligible activity.

**Table 4. Approved Activities for CCDF Eligibility, 2011 (continued)**

State	Approved Activities for TANF Families			
	SNAP E&T	Housing Search (Homeless)	TANF Work Program	Other TANF Activities
Alabama	No	No	Yes	No
Alaska	No	No	Yes	Yes
Arizona	No	No	Yes	Yes
Arkansas	No	No	Yes	--- <sup>1</sup>
California	NA <sup>2</sup>	Yes	Yes	Yes
Colorado	NA <sup>2</sup>	No	Yes <sup>3</sup>	No
Connecticut	No	No	Yes <sup>4</sup>	Yes <sup>4</sup>
Delaware	Yes	No	Yes <sup>5</sup>	Yes <sup>5</sup>
DC	Yes	No	Yes	Yes
Florida	NA <sup>2</sup>	No	Yes	Yes
Georgia	No	No	Yes	Yes <sup>6</sup>
Hawaii	No	No <sup>7</sup>	Yes <sup>8</sup>	Yes <sup>8</sup>
Idaho	No	No	Yes	Yes <sup>9</sup>
Illinois	No	No	Yes	Yes <sup>10</sup>
Indiana	No	No	No	No
Iowa	No	No	Yes	Yes
Kansas	Yes	No	Yes	Yes
Kentucky	No	No	Yes	No
Louisiana	No	No	Yes <sup>11</sup>	No
Maine	No	No	No	No
Maryland	No	No	Yes	Yes
Massachusetts	No	Yes <sup>12</sup>	Yes <sup>13</sup>	Yes <sup>13</sup>
Michigan	Yes <sup>14</sup>	No	Yes	Yes
Minnesota	No	No	Yes <sup>15</sup>	Yes <sup>15</sup>
Mississippi	No	No	Yes	Yes
Missouri	NA <sup>2</sup>	No	Yes <sup>16</sup>	Yes <sup>16</sup>
Montana	No	No	Yes <sup>17</sup>	No
Nebraska	No	No	Yes	Yes
Nevada	No	No	Yes	Yes
New Hampshire	Yes <sup>18</sup>	Other <sup>19</sup>	Yes <sup>20</sup>	Yes <sup>20</sup>
New Jersey	No	No	Yes	Yes
New Mexico	Yes	No	Yes	Yes
New York	No <sup>21</sup>	Yes <sup>22</sup>	Yes	No
North Carolina	Yes	No	Yes	Yes
North Dakota	No	No	Yes <sup>23</sup>	Yes <sup>23</sup>
Ohio	Yes	No	Yes <sup>24</sup>	Yes <sup>24</sup>
Oklahoma	NA <sup>2</sup>	No	Yes	No
Oregon	No	No	No	No
Pennsylvania	No	No	Yes <sup>25</sup>	No
Rhode Island	--- <sup>1</sup>	No	Yes <sup>26</sup>	Yes <sup>26</sup>
South Carolina	No	No	Yes <sup>27</sup>	Yes <sup>27</sup>
South Dakota	No	No	Yes <sup>28</sup>	No
Tennessee	No	No	Yes	Yes
Texas	Yes	No	Yes	No

**Table 4. Approved Activities for CCDF Eligibility, 2011 (continued)**

State	SNAP E&T	Housing Search (Homeless)	Approved Activities for TANF Families	
			TANF Work Program	Other TANF Activities
Utah	No	Yes <sup>29</sup>	Yes	Yes
Vermont	--- <sup>1</sup>	Yes	Yes	No
Virginia	Yes	No	Yes	Yes
Washington	Yes	No	Yes	Yes
West Virginia	No	No	Yes	No
Wisconsin	Yes	No	Yes	No
Wyoming	Yes	No	Yes	No
American Samoa	--- <sup>1</sup>	--- <sup>1</sup>	NA <sup>30</sup>	NA <sup>30</sup>
Guam	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>
No Mariana Islands	--- <sup>1</sup>	No	NA <sup>30</sup>	NA <sup>30</sup>
Puerto Rico	--- <sup>1</sup>	--- <sup>1</sup>	Yes	Yes
Virgin Islands	No	No	Yes <sup>31</sup>	Yes <sup>31</sup>

Source: CCDF Policies Database October 1, 2011 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> Child care for SNAP E&T participants is not provided under the state's primary child care subsidy program.

<sup>3</sup> Eligibility is determined according to the TANF work program guidelines.

<sup>4</sup> Approved activities include education, training, job search, substance abuse and mental health treatment, or any activity included in the participant's employment plan.

<sup>5</sup> TANF participants must be employed, attending school, or participating in the TANF work program.

<sup>6</sup> TANF participation requirements, as outlined in the family service plan, are approved activities.

<sup>7</sup> Families with income below 100 percent of the Federal Poverty Guidelines who are employed and homeless are given priority.

<sup>8</sup> Applicants may participate in a TANF work program or a treatment program.

<sup>9</sup> Employment and other activities are approved under the state's TANF program. The family may participate in other activities as outlined in its personal responsibility contract.

<sup>10</sup> Approved activities include education, training, job search, substance abuse and mental health treatment, or any activity included in the participant's responsibility and services plan.

<sup>11</sup> Eligibility is approved for participation in the state program that provides education, employment, training, and related services for families receiving or applying for TANF assistance.

<sup>12</sup> If the family is referred by the state's housing authority program, the family may participate in housing search and other shelter activities.

<sup>13</sup> Families receiving TANF may receive child care if care is authorized by the department that administers the state's TANF program.

<sup>14</sup> Department assigned employment preparation activities are approved.

<sup>15</sup> TANF recipients must either be involved in an approved work program as developed by the participant and a job counselor, or one of the following activities outside of the work program: employment, job search, financial and employment services orientation, or appeals and hearings for cash assistance.

<sup>16</sup> The applicant must be participating in work or education activities.

<sup>17</sup> TANF case assistance parents have to be participating in family investment agreement/employability plan activities that require child care.

<sup>18</sup> Care may be approved for up to 40 days in a six-month period if funding permits.

<sup>19</sup> Participants who are seeking both employment and housing can qualify for subsidized care.

<sup>20</sup> TANF participants must be participating in employment, an associate's or bachelor's degree program, or a course of study necessary to meet the participants' goals for obtaining employment.

<sup>21</sup> Policy coded for New York City.

<sup>22</sup> A county may pay for child care for housing search activities if the county selected this option in its child and family services plan.

<sup>23</sup> Approved activities include participation in employment, education, training, or any approved TANF work program.

<sup>24</sup> Child care is approved if it is necessary for the parent to comply with the requirements of a self-sufficiency contract.

<sup>25</sup> Participants in the TANF training or work support training program are eligible.

<sup>26</sup> TANF applicants may participate in employment or education as approved in their employment plan.

<sup>27</sup> A TANF participant who is participating in work, school, or training, complying with his or her TANF family plan, participating in a TANF countable component, attempting to start a countable component within two weeks, or incapacitated and unable to work for 90 or more days is eligible for child care assistance.

<sup>28</sup> TANF families participating in activities approved by the TANF employment specialist are eligible for reimbursement of child care costs for those activities.

<sup>29</sup> Homeless families may use child care assistance for activities including, but not limited to, employment, job search, training, shelter search, or working through a crisis situation.

<sup>30</sup> This territory or outlying area does not have a TANF program.

<sup>31</sup> Any TANF parent who is working or officially enrolled or registered and actively participating in a job training or educational program is eligible.

**Table 5. Exemptions from Parent/Caretaker Activity Requirements, 2011 <sup>2</sup>**

State	Elderly Exemption <sup>3</sup>	Exemption for Parents with Special Needs <sup>4</sup>
Alabama	No elderly exemption	Yes
Alaska	No elderly exemption	Varies <sup>5</sup>
Arizona	No elderly exemption	No
Arkansas	No elderly exemption	Yes
California	No elderly exemption	Yes <sup>6</sup>
Colorado	No elderly exemption	Varies <sup>7</sup>
Connecticut	No elderly exemption	Varies <sup>5</sup>
Delaware	No elderly exemption	Yes <sup>8</sup>
DC	No elderly exemption	No
Florida	No elderly exemption	Yes
Georgia	60 <sup>9</sup>	No
Hawaii	No elderly exemption	Varies <sup>10</sup>
Idaho	No elderly exemption	Varies <sup>7</sup>
Illinois	No elderly exemption	Varies <sup>5</sup>
Indiana	No elderly exemption	Varies <sup>11</sup>
Iowa	No elderly exemption	Varies <sup>12</sup>
Kansas	No elderly exemption	Varies <sup>13</sup>
Kentucky	No elderly exemption	Yes
Louisiana	No elderly exemption	No
Maine	No elderly exemption	Varies <sup>5</sup>
Maryland	No elderly exemption	Varies <sup>5</sup>
Massachusetts	65 <sup>14</sup>	Yes
Michigan	No elderly exemption	Yes
Minnesota	No elderly exemption	Varies <sup>5</sup>
Mississippi	65 <sup>15</sup>	Varies <sup>16</sup>
Missouri	No elderly exemption	Yes
Montana	No elderly exemption	Varies <sup>17</sup>
Nebraska	No elderly exemption	Yes <sup>18</sup>
Nevada	No elderly exemption	Varies <sup>19</sup>
New Hampshire	No elderly exemption	Varies <sup>10</sup>
New Jersey	61 <sup>20</sup>	Varies <sup>5</sup>
New Mexico	No elderly exemption	Varies <sup>5</sup>
New York	No elderly exemption	Yes
North Carolina	No elderly exemption	Varies <sup>5</sup>
North Dakota	No elderly exemption	Varies <sup>5</sup>
Ohio	No elderly exemption	Varies <sup>5</sup>
Oklahoma	No elderly exemption	No
Oregon	No elderly exemption	Varies <sup>5</sup>
Pennsylvania	No elderly exemption	Varies <sup>21</sup>
Rhode Island	No elderly exemption	Yes <sup>22</sup>
South Carolina	No elderly exemption	Yes
South Dakota	No elderly exemption	Varies <sup>23</sup>
Tennessee	No elderly exemption	Yes
Texas	No elderly exemption	Varies <sup>24</sup>

**Table 5. Exemptions from Parent/Caretaker Activity Requirements, 2011<sup>2</sup>**

State	Elderly Exemption <sup>3</sup>	Exemption for Parents with Special Needs <sup>4</sup>
Utah	No elderly exemption	Varies <sup>5</sup>
Vermont	No elderly exemption	Yes <sup>25</sup>
Virginia	No elderly exemption	Yes <sup>26</sup>
Washington	No elderly exemption	Varies <sup>5</sup>
West Virginia	No elderly exemption	No
Wisconsin	No elderly exemption	Varies <sup>7</sup>
Wyoming	No elderly exemption	Varies <sup>7</sup>
American Samoa	--- <sup>1</sup>	--- <sup>1</sup>
Guam	--- <sup>1</sup>	Yes
No Mariana Islands	No elderly exemption	Varies <sup>5</sup>
Puerto Rico	--- <sup>1</sup>	Yes
Virgin Islands	No elderly exemption	No

Source: CCDF Policies Database October 1, 2011 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> Federal CCDF Policies require families to meet at least one reason for care. States may choose to use state funds to provide subsidies for families who do not meet the federal guidelines.

<sup>3</sup> The elderly exemption is the minimum age at which an individual would be potentially eligible for CCDF, regardless of work participation.

<sup>4</sup> Variations in the exemption are noted. States are coded "yes" when their policy documents described an exemption for parents with special needs, but did not describe any variations in the policy for single-parent families, two-parent families, temporary special needs, or long-term special needs. Variations beyond what was described in the policy documents may exist.

<sup>5</sup> Applicants are exempt from meeting approved activity requirements if they are in a two-parent household where one parent is participating in an approved activity and the other is incapable of providing care because of a medically verified disability.

<sup>6</sup> An incapacitated parent or caretaker is temporarily or permanently unable to provide care and supervision of the child for all or part of the day due to a physical or mental health condition.

<sup>7</sup> The family is eligible if one parent in a two-parent household participates in an eligible activity and the other parent is incapacitated. A single parent that is incapacitated and therefore not able to participate in an eligible activity is ineligible for a CCDF subsidy.

<sup>8</sup> A parent or caretaker is eligible if he or she has a condition that makes him or her unable to care for his or her child for some portion of the day. For two-parent households, both parents must have a need for child care.

<sup>9</sup> Grandparents raising grandchildren under age 5 are exempt from activity requirements if they are recipients of child-only TANF benefits and are at least age 60, or are under age 60 and receiving SSI or RSDI disability benefits.

<sup>10</sup> Care is allowed for a two-parent family when one parent is permanently or temporarily disabled. Care is allowed in a one-parent household when the parent is temporarily disabled.

<sup>11</sup> In single-parent families, CCDF benefits can be continued when the parent has a temporary medical condition that prevents the parent from working or participating in training activities and when the parent's employer provides a statement indicating the parent has an assurance he or she may return to his or her job. In two-parent households, CCDF benefits may be provided to allow one parent to participate in employment or training activities if the disabled parent provides a valid doctor's statement indicating he or she is unable to participate in employment or training and is unable to care for his or her child. In two-parent families in which both parents are disabled, CCDF benefits can be continued if the condition of one parent is temporary, prevents the parent from working or participating in training activities, and the parent's employer provides a statement indicating the parent has an assurance he or she may return to his or her job.

<sup>12</sup> In a single-parent or two-parent household, care is authorized if the parent was previously eligible for child care for work or training purposes and becomes temporarily unable to work or attend training due to medical reasons.

<sup>13</sup> Parents with a temporary emergency need, including hospitalization or otherwise being temporarily unable to provide adequate care, may be approved for subsidized care for up to six months.

<sup>14</sup> Individuals age 65 and over and retired do not have to meet work requirements.

<sup>15</sup> There is no employment requirement when a child lives in the home of a caretaker who is age 65 or older and is not the biological parent of the child.

<sup>16</sup> When one parent in a two-parent home has documented special needs, the parent with special needs does not have to meet the work requirement. When a single parent has documented special needs and a guardian is responsible for the parent's affairs, the guardian must meet the work requirement. If there is no other responsible guardian, the parent does not have to meet the work requirement.

<sup>17</sup> The minimum hourly work requirement for a parent with a severe disability may be waived if a licensed practitioner determines that the parent with a disability is unable to work the number of hours required to receive a subsidy and the family otherwise qualifies for subsidies. If the parent's work requirement is waived, he or she may not qualify for subsidies during school or training time.

<sup>18</sup> Child care is approved when the parent has a medically verified disability.

<sup>19</sup> Exemption requests are considered on a case-by-case basis when submitted with supporting documentation, such as medical documentation.

<sup>20</sup> Individuals in the kinship child care program are exempt from the work requirement when they are over the age of 60.

<sup>21</sup> A single parent who becomes disabled following the determination of eligibility is exempt from work, education, or training activities for a period of 183 days. An individual in a two-parent home may be exempt if the other parent continues to meet the activity requirement.

<sup>22</sup> A family that has already been determined eligible for services may request an exception to the work requirement and provide documentation to support the claim.

<sup>23</sup> Exceptions can be made to the work and school requirements if extraordinary factors exist. These are considered on a case-by-case basis and require professional documentation as to why the program requirements cannot be met. These include physical or mental limitations of the parent or applicant.

<sup>24</sup> Local agencies have the option to make exemptions for parents with documented disabilities.

<sup>25</sup> The parent must be physically, mentally, or emotionally incapable of providing all the care and supervision to his or her children, as determined by an MD, NP, PA, or licensed psychologist. Authorization of child care financial assistance is limited to the number of days and hours per week recommended by the professional making the determination.

<sup>26</sup> Care is available for up to four weeks in a twelve-month period if the parent is ill or incapacitated. The time period may be extended for justifiable reasons. In two-parent households, there must be a documented good cause as to why neither parent can provide child care.

**Table 6. If Families Receiving Different Types of Benefits/Services have Different Parent Activity Requirements, 2011 <sup>2</sup>**

State	Transitional Child Care (TCC)	Homeless	Child Protective Services	Foster Children
Alabama	TCC-specific requirements not specified in child care manual	Same as other families	Other <sup>3</sup>	Other <sup>4</sup>
Alaska	Same as other families	Same as other families	--- <sup>1</sup>	Same as other families
Arizona	Other <sup>5</sup>	Other <sup>6</sup>	Other <sup>7</sup>	Other <sup>8</sup>
Arkansas	Same as other families	Same as other families	Other <sup>9</sup>	Other <sup>9</sup>
California	Other <sup>10</sup>	Other <sup>11</sup>	No activity requirement <sup>12</sup>	Not eligible
Colorado	TCC-specific requirements not specified in child care manual	Same as other families	Not eligible	Not eligible
Connecticut	Same as other families	Same as other families	Same as other families	Same as other families
Delaware	Same as other families	No activity requirement	No activity requirement	Same as other families
DC	Same as other families	Same as other families	No activity requirement <sup>13</sup>	Same as other families <sup>14</sup>
Florida	Same as other families	Same as other families	Other <sup>15</sup>	Other <sup>15</sup>
Georgia	Other <sup>16</sup>	Same as other families	Varies depending on if child left in home <sup>17</sup>	Same as other families
Hawaii	Same as other families	Same as other families	Other <sup>18</sup>	Same as other families <sup>19</sup>
Idaho	Same as other families	Same as other families	Other <sup>20</sup>	Same as other families
Illinois	Same as other families	Same as other families	Not eligible	Not eligible
Indiana	Same as other families	Same as other families	Varies depending on if child left in home <sup>21</sup>	Same as other families <sup>22</sup>
Iowa	Same as other families	Same as other families	Other <sup>23</sup>	Same as other families <sup>24</sup>
Kansas	NA <sup>25</sup>	Same as other families	Other <sup>26</sup>	Other <sup>27</sup>
Kentucky	TCC-specific requirements not specified in child care manual	Same as other families	Other <sup>28</sup>	Not eligible
Louisiana	NA <sup>25</sup>	Same as other families	Other <sup>29</sup>	Other <sup>30</sup>
Maine	Same as other families	Same as other families	Same as other families	Same as other families
Maryland	Same as other families	Same as other families	Not eligible	Not eligible
Massachusetts	Same as other families	Other <sup>31</sup>	Other <sup>32</sup>	Same as other families <sup>33</sup>
Michigan	Same as other families <sup>34</sup>	Same as other families	Other <sup>35</sup>	Other <sup>36</sup>

**Table 6. If Families Receiving Different Types of Benefits/Services have Different Parent Activity Requirements, 2011 <sup>2</sup>**

State	Transitional Child Care (TCC)	Homeless	Child Protective Services	Foster Children
Minnesota	Other <sup>37</sup>	Same as other families	Not eligible	Not eligible
Mississippi	TCC-specific requirements not specified in child care manual <sup>38</sup>	Same as other families	Other <sup>39</sup>	Other <sup>40</sup>
Missouri	Same as other families	Same as other families	No activity requirement	No activity requirement
Montana	Same as other families	Same as other families	Other <sup>41</sup>	Other <sup>42</sup>
Nebraska	Other <sup>43</sup>	Same as other families	Other <sup>44</sup>	Same as other families <sup>19</sup>
Nevada	Same as other families	Same as other families	Other <sup>45</sup>	Other <sup>46</sup>
New Hampshire	Same as other families	Other <sup>47</sup>	Varies depending on if child left in home <sup>48</sup>	Same as other families
New Jersey	TCC-specific requirements not specified in child care manual <sup>49</sup>	Same as other families	No activity requirement	No activity requirement <sup>50</sup>
New Mexico	TCC-specific requirements not specified in child care manual	Same as other families	Other <sup>51</sup>	Other <sup>51</sup>
New York	TCC-specific requirements not specified in child care manual <sup>52</sup>	Other <sup>53, 54</sup>	No activity requirement	Other <sup>53, 55</sup>
North Carolina	Same as other families	Same as other families	Varies depending on if child left in home <sup>56</sup>	No activity requirement <sup>57</sup>
North Dakota	TCC-specific requirements not specified in child care manual	Same as other families	Not eligible	Not eligible
Ohio	Other <sup>58</sup>	No activity requirement	Varies depending on if child left in home <sup>59</sup>	Same as other families
Oklahoma	Same as other families	Same as other families	Other <sup>60</sup>	Same as other families <sup>61</sup>
Oregon	Same as other families	Same as other families	Not eligible	Same as other families
Pennsylvania	TCC-specific requirements not specified in child care manual	Same as other families	Same as other families	Same as other families <sup>62</sup>
Rhode Island	Same as other families	Same as other families	--- <sup>1</sup>	Other <sup>63</sup>
South Carolina	Same as other families	Same as other families	No activity requirement <sup>64</sup>	Same as other families <sup>65</sup>
South Dakota	Other <sup>66</sup>	Same as other families	Other <sup>67</sup>	Other <sup>67</sup>
Tennessee	Same as other families	Same as other families	No activity requirement	No activity requirement
Texas	Same as other families	Same as other families	Other <sup>68</sup>	Other <sup>68</sup>
Utah	Same as other families	Other <sup>69</sup>	Same as other families	Not eligible <sup>70</sup>

**Table 6. If Families Receiving Different Types of Benefits/Services have Different Parent Activity Requirements, 2011 <sup>2</sup>**

State	Transitional Child Care (TCC)	Homeless	Child Protective Services	Foster Children
Vermont	NA <sup>25</sup>	Other <sup>71</sup>	Other <sup>72</sup>	Other <sup>73</sup>
Virginia	Same as other families	Same as other families	Other <sup>74</sup>	Not eligible
Washington	NA <sup>25</sup>	Same as other families	Not eligible	Not eligible
West Virginia	Same as other families	Same as other families	Other <sup>75</sup>	Same as other families <sup>76</sup>
Wisconsin	Same as other families <sup>77</sup>	Same as other families	Not eligible	Other <sup>78</sup>
Wyoming	Same as other families	Same as other families	Not eligible	Same as other families
American Samoa	NA <sup>25</sup>	Other <sup>79</sup>	No activity requirement <sup>80</sup>	No activity requirement <sup>81</sup>
Guam	Same as other families	---	Other <sup>82</sup>	Other <sup>82</sup>
No Mariana Islands	NA <sup>25</sup>	Same as other families	Same as other families	Same as other families
Puerto Rico	Same as other families	No activity requirement <sup>83</sup>	No activity requirement	No activity requirement
Virgin Islands	Same as other families	Same as other families	Other <sup>84</sup>	No activity requirement <sup>81</sup>

Source: CCDF Policies Database October 1, 2011 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> Federal CCDF policies require families to meet at least one reason for care. States may choose to use state funds to provide subsidies for families who do not meet the federal guidelines.

<sup>3</sup> Any child for whom the department submits a written referral requesting services for a reason of protective services is eligible for care.

<sup>4</sup> If the department has legal custody of the child or the parent has signed a boarding home agreement, and the department provides a written referral, the foster care child is eligible for care.

<sup>5</sup> Families receiving transitional child care must be employed.

<sup>6</sup> A client living in homeless or domestic violence shelters is eligible for care based on participation in structured shelter activities as verified by the shelter, or if the client is unable to care for his or her child due to a physical, mental, or emotional disability.

<sup>7</sup> Families are eligible for protective services child care when the protective services file requires child care and there is either a confirmed case of abuse or a risk of abuse or neglect. Families receiving care through child protective services are not required to meet income guidelines.

<sup>8</sup> Foster care families do not have to meet the same income requirements as other families. The department may pay for child protective services child care during the time foster parents spend at work, in training, counseling, or similar activities which are directly connected to their ability to care for foster children in their home.

<sup>9</sup> Protective services or foster care families have a separate eligibility process.

<sup>10</sup> Activity requirements for transitional child care families are generally the same as non-transitional child care families except that they may also be participating in job retention services approved by the county welfare department. Housing search for homeless families is not a qualifying activity.

<sup>11</sup> Activities are approved if they are related to seeking permanent housing for family stability and, if the family is residing in the shelter, appointments or activities necessary to comply with shelter participation requirements.

<sup>12</sup> Child protective services families do not have to meet income requirements.

<sup>13</sup> There are no requirements of the parents for training or employment. The child under protection may reside with a relative or guardian outside the District of Columbia.

- <sup>14</sup> The foster parent must be working a minimum of 20 hours per week. The child may reside with a foster parent or guardian outside the District of Columbia.
- <sup>15</sup> Eligibility is not dependent on family income or work requirements but rather on a documented referral from the child protective services department.
- <sup>16</sup> Transitional child care recipients may work less than the standard hourly requirement but must work at least the minimum hours that made them ineligible for TANF. Transitional child care clients must participate in one or more state approved activities a minimum of 24 hours per week for each responsible adult.
- <sup>17</sup> When the child is left in the home and care is needed for the child's protection, the family is not required to meet work requirements, but the family must meet income and residency criteria. When the child is placed in the care of another relative or family friend, the applicant must meet work or activity requirements as well as income and residency requirements.
- <sup>18</sup> The family must have a court order that specifies care is needed for a specific purpose, such as work. Child protective services families do not have to meet the same income requirements as other families.
- <sup>19</sup> Foster care families do not have to meet the same income requirements as other families.
- <sup>20</sup> A child is eligible for child care benefits if the child protection case plan requires constant supervision.
- <sup>21</sup> Custodians or caretakers in child protective services cases in which children are in out-of-home placements are subject to the same requirements as non-child protective services families. In child protective services cases in which children remain in their own homes, families are categorically eligible (service and financial need requirements are waived) if the child protective services caseworker provides written documentation that child care is a necessary part of the case plan.
- <sup>22</sup> Activities conferring eligibility for foster children are the same as for non-foster care families. However, licensed foster parents are not included in the unit for the purpose of calculating family income.
- <sup>23</sup> Families are eligible for protective services child care when the protective services file requires child care and there is either a confirmed case of abuse or a risk of abuse or neglect. Families receiving care through child protective services are not required to meet income guidelines.
- <sup>24</sup> Only relative foster families receive child care through the CCDF program.
- <sup>25</sup> This state or outlying area does not have transitional child care.
- <sup>26</sup> If a temporary emergency need for service is established and a social services program manager signs a request for social services child care, care may be approved for six months.
- <sup>27</sup> Care may be approved for juvenile offenders when the foster parent is employed and needs care. Children in licensed foster care are provided care through a different program.
- <sup>28</sup> Care may be authorized for preventive services when the child is at risk of abuse or neglect or protective services when the child has been abused or neglected. Child protective services cases are not required to meet the same income thresholds as other participants.
- <sup>29</sup> Protective services children are eligible regardless of income when the child care services are necessary in order to maintain the child in his or her own home and when the need for care meets the eligibility policy for the protective services program.
- <sup>30</sup> Foster children are eligible for care to maintain the child's current placement in a foster or adoptive home and when the need for care meets the eligibility policy for the foster care program.
- <sup>31</sup> If the family is referred by the state's housing authority program, the family may participate in housing search and other shelter activities.
- <sup>32</sup> The child protective services agency may authorize care on a case-by-case basis for families with active protective needs documented in a supported report of abuse or neglect within the previous 12 months or when there is a determination of need to begin or continue supportive child care at a supervisory progress review.
- <sup>33</sup> The family is required to meet the activity requirement but is exempt from the income requirement.
- <sup>34</sup> Families are exempt from income determination.
- <sup>35</sup> Families are automatically eligible if child care is required by an active protective services plan. Families are exempt from income determination.
- <sup>36</sup> When the child needing care has an active care case and child care is a component of the foster care service plan, the child is automatically eligible for care without income determination.
- <sup>37</sup> Transitional child care families are eligible for subsidies through employment or job search activities. Participants must be employed an average of 20 hours per week. Education does not confer eligibility for families under the transitional child care sub-program, but if a participant is a full-time student, he or she need only be employed a minimum of 10 hours per week. However, the participant will only be authorized for hours when he or she is working.
- <sup>38</sup> Families in transitional child care do not need to meet the work hours requirement.

<sup>39</sup> To be eligible for child care services, the caretaker must be working a minimum of 25 hours per week or enrolled in an educational training program and working the minimum required hours, unless exempted due to extenuating circumstances. The family does not have to meet the income requirement.

<sup>40</sup> A child that is placed in a licensed foster family home or placed with an approved relative or kinship caretaker is considered a family of one. However, in determining eligibility foster parents are required to meet the work, educational, or training requirements, unless exempted by the state due to extenuating circumstances.

<sup>41</sup> To qualify for child protective services child care, the child must need care because of the danger of neglect or abuse. The physical or emotional risk to the child needs to be documented in the case record. Some families may be required to pay for child care services, as determined on a case-by-case basis.

<sup>42</sup> The department may pay for child care during the time foster parents spend at work, in training, counseling, or similar activities which are directly connected to their ability to care for foster children in their home.

<sup>43</sup> Transitional child care may be provided if all of the following criteria are met: the family loses TANF eligibility as a result of increased earnings or hours of employment, the family received a TANF grant for which they were eligible in three of the last six months preceding ineligibility, the family provides financial information to determine eligibility and copayment, child care is necessary to accept or retain employment, and the family's gross earned and unearned income is equal to or less than 185 percent of the Federal Poverty Guidelines.

<sup>44</sup> There is no activity requirement if a caseworker verifies that the child would benefit from child care services in situations of abuse, neglect, or exploitation. A family who requires emergency child protective services or requires child protective family services may be eligible without regard to income.

<sup>45</sup> To be eligible under this category, children must be placed in the custody of an individual for a defined length of time, until they can be returned to their parents. If the child is placed in the custody of an individual who is related by blood or marriage, the applicant must become a licensed foster parent within six months of the placement.

<sup>46</sup> Approved activities for foster parents must be verified by a caseworker. If the foster parent is related by blood or marriage, the eligible foster parent can receive up to two years of 100 percent of the state maximum reimbursement amount. After the two years, the foster parent will no longer be eligible as a foster care case.

<sup>47</sup> Applicants can qualify for child care assistance if they are participating in a combination of job and housing search activities.

<sup>48</sup> If the children remain in the parent's home and child care is provided to prevent child abuse or neglect, to rehabilitate the family, or to reunite the family, the parents are not required to be employed.

<sup>49</sup> Transitional child care is available for families who are no longer eligible for TANF due to increased earnings or increased employment that results in increased earnings.

<sup>50</sup> Foster children in out-of-home settings are considered to be under child protective services and therefore automatically eligible.

<sup>51</sup> Eligibility is determined by the child protective services worker.

<sup>52</sup> The family must have received TANF for three of the previous six months, have income at or below 200 percent of the state income standard, and need child care for a child under 13 years of age. The temporary assistance case must have been closed due to increased employment income or child support, or voluntary closure when the family is no longer financially eligible for temporary assistance. Additionally, parents who failed to recertify, but otherwise meet the eligibility criteria for transitional child care, are considered to have voluntarily ended assistance.

<sup>53</sup> Policies coded for New York City.

<sup>54</sup> Eligibility is limited to homeless families who are working or participating in an educational or vocational activity. One or more of the legally responsible adults must reside in an approved homeless family emergency shelter.

<sup>55</sup> The child must be referred by a voluntary foster care agency or the administration for children's services. Care is authorized for one year if the parent is employed or for six months if the parent is not employed.

<sup>56</sup> If a child is in protective services and needs child care in order to stay in his or her own home, the child is automatically eligible. If a child is removed from the home, he or she can no longer receive care as a child protective services case but must apply under another need category.

<sup>57</sup> Children in foster care who are in the custody of a county and have been placed either with an adult other than their parents or in a licensed foster home are eligible.

<sup>58</sup> The family must be in need of child care due to employment. The family's income must not exceed 150 percent of the Federal Poverty Guidelines, and the family must meet all requirements of the application and redetermination process.

<sup>59</sup> Protective child care is authorized only if the child resides in the home of the parent for whom the protective case plan is written.

<sup>60</sup> Child care may be approved in critical situations to prevent neglect, abuse, or exploitation.

<sup>61</sup> Parents must be working at least 20 hours per week or one parent must be working and the other have a significant disability that precludes providing care for the child.

- <sup>62</sup> Foster children are eligible for care as long as the foster parents meet the nonfinancial eligibility requirements.
- <sup>63</sup> Foster parents must be working, or the developmental needs of the foster child must require that the child attend day care.
- <sup>64</sup> Care must be needed to enable the child to remain in the home of the parent, or a caretaker if the child is removed from the parent's home, and to reduce the effects of abuse and neglect by addressing physical, social, emotional, cognitive, and language development needs. The parent is not required to meet income or activity requirements.
- <sup>65</sup> The foster parent must meet the work requirement. Only the child's income is used to determine eligibility. Children placed in an out-of-state placement and children placed in South Carolina from another state are not eligible for child care services through the state's primary child care program.
- <sup>66</sup> There is no minimum work requirement.
- <sup>67</sup> In cases where the state or other licensed agency has legal custody of the child, foster parents are not required to meet income or work requirements. However, care is only authorized for the times the foster parents are working or attending school. In cases where the foster parents adopt the child or receive guardianship, the foster parents must meet the minimum work or school requirements.
- <sup>68</sup> The child protective services agency has the responsibility for determining child care eligibility for children in the agency's protective care, including foster care.
- <sup>69</sup> Homeless families may qualify under different activity requirements. If the individual has a referral from a recognized homeless agency, care may be approved for employment, job search, training, shelter search, or working through a crisis situation.
- <sup>70</sup> Foster care parents are not eligible for child care benefits for their foster children. This includes the child of a teen parent in foster care.
- <sup>71</sup> Care may be approved in order to protect children from harm.
- <sup>72</sup> The family must have a referral from a child protective services worker. If a family is categorized as protective services, the family is eligible as long as funds are available.
- <sup>73</sup> Foster families whose service need is based on the special needs of a foster child or foster parent are eligible for child care financial assistance at 100 percent of the state established rate, regardless of income.
- <sup>74</sup> Child protective service is an approved activity for CCDF-eligible families if the family is receiving child protective services through the family assessment track, investigation track, or child protective services on-going. When parents are involved in activities included in the child protective service plan, the local department is required to approve child care.
- <sup>75</sup> Eligibility is determined by the child protective services worker.
- <sup>76</sup> The foster parent must be participating in an employment, education, or job training activity. The family must meet the income requirement, but it is based on the income of the child.
- <sup>77</sup> Families transitioning off of a TANF work program are assigned the minimum copayment based on the number of children in care for up to five weeks of care.
- <sup>78</sup> Foster parents and subsidized guardians who need child care for their foster children are not required to provide their own income if they are only applying for child care assistance. Foster parents and all foster children who are also minor parents must participate in an approved activity to receive child care assistance for their foster children.
- <sup>79</sup> If a family is categorized as protective services due to homelessness as a result of a natural disaster, the family is eligible as long as funds are available.
- <sup>80</sup> Children referred by child protective services receive immediate placement.
- <sup>81</sup> Foster care parents are not required to participate in employment, education, or training activities.
- <sup>82</sup> Income and copayment requirements are waived and the parent must be participating in work, education, or training activities. If a non-parent caretaker is requesting child care for his or her own child in addition to the child in protective services or foster care, income is counted. Children may also receive care while awaiting placement in a foster home, while the foster parent requires time to implement the case plan, or when the foster parent requires time away from the child.
- <sup>83</sup> Children with families who have unstable housing are not required to meet eligibility requirements.
- <sup>84</sup> Applicants who have children in protective services must have a letter of recommendation or court order documenting it is in the best interest of the child to be placed in child care daily. On a case-by-case basis, the agency may waive income eligibility requirements.

**Table 7. Defining the Family Unit and Income: Treatment of Children and Siblings, 2011**

State	Maximum Age Siblings Who are Not in School are Counted in the Unit	Maximum Age Siblings Who are Still in School are Counted in the Unit	Treatment of Children's and Siblings' Earnings (When Included in Family Size)
Alabama	17	17	Fully counted
Alaska	17 <sup>2</sup>	--- <sup>1</sup>	Fully counted
Arizona	17	17	Not counted
Arkansas	--- <sup>1</sup>	--- <sup>1</sup>	Counted at age 18 and older
California	17	18	Not counted
Colorado	NA <sup>3</sup>	NA <sup>3</sup>	Not counted
Connecticut	17	17	Not counted
Delaware	17	17	Fully counted
DC	17	21	Not counted
Florida	NA <sup>4</sup>	NA <sup>4</sup>	Counted at age 18 and older <sup>5</sup>
Georgia	17	17	Not counted
Hawaii	17	17	Varies/partially counted <sup>6</sup>
Idaho	NA <sup>7</sup>	NA <sup>7</sup>	Counted at age 18 and older
Illinois	20 <sup>8</sup>	20 <sup>8</sup>	Counted at age 19 and older
Indiana	17	17	Not counted
Iowa	17	17	Counted at age 15 and older <sup>9</sup>
Kansas	18	18	Counted at age 18 and older <sup>10</sup>
Kentucky	18	21	Not counted
Louisiana	18	18	Not counted <sup>11</sup>
Maine	17	17	Varies/partially counted <sup>12</sup>
Maryland	17	21	Counted at age 15 and older <sup>13</sup>
Massachusetts	17	23	Counted at age 21 and older
Michigan	17	17	Varies/partially counted <sup>14</sup>
Minnesota	17	17 <sup>15</sup>	Varies/partially counted <sup>16</sup>
Mississippi	17 <sup>17</sup>	20 <sup>17</sup>	Not counted
Missouri	17	17	Varies/partially counted <sup>14</sup>
Montana	17 <sup>18</sup>	17 <sup>18</sup>	Varies/partially counted <sup>19</sup>
Nebraska	18	18	Varies/partially counted <sup>20</sup>
Nevada	17	18	Varies/partially counted <sup>21</sup>
New Hampshire	17	19	Varies/partially counted <sup>22</sup>
New Jersey	NA <sup>23</sup>	NA <sup>23</sup>	Fully counted
New Mexico	17	18	Not counted
New York	17 <sup>24</sup>	17 <sup>24</sup>	Counted at age 14 and older
North Carolina	17	18 <sup>25</sup>	Not counted
North Dakota	18	18	Not counted
Ohio	17	17	Varies/partially counted <sup>26</sup>
Oklahoma	17	17	Varies/partially counted <sup>27</sup>
Oregon	17	18	Not counted
Pennsylvania	17	21	Not counted
Rhode Island	17 <sup>28</sup>	17 <sup>28</sup>	Not counted
South Carolina	17	20	Counted at age 18 and older <sup>29</sup>
South Dakota	17	17	Not counted
Tennessee	17	18	Varies/partially counted <sup>30</sup>

**Table 7. Defining the Family Unit and Income: Treatment of Children and Siblings, 2011**

State	Maximum Age Siblings Who are Not in School are Counted in the Unit	Maximum Age Siblings Who are Still in School are Counted in the Unit	Treatment of Children's and Siblings' Earnings (When Included in Family Size)
Texas	NA <sup>3</sup>	NA <sup>3</sup>	Fully counted
Utah	17	18	Not counted
Vermont	--- <sup>1</sup>	--- <sup>1</sup>	Counted at age 18 and older
Virginia	17	17	Not counted
Washington	18	18 <sup>31</sup>	Not counted
West Virginia	17	17	Not counted
Wisconsin	17	18	Counted at age 18 and older <sup>32</sup>
Wyoming	17	17	Varies/partially counted <sup>26</sup>
American Samoa	--- <sup>1</sup>	--- <sup>1</sup>	Not counted
Guam	NA <sup>33</sup>	NA <sup>33</sup>	Fully counted
No Mariana Islands	--- <sup>1</sup>	--- <sup>1</sup>	Varies/partially counted <sup>34</sup>
Puerto Rico	20	20	--- <sup>1</sup>
Virgin Islands	17	18	Not counted

Source: CCDF Policies Database October 1, 2011 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> Once a child turns 18, he or she is considered an adult and is no longer a dependent for child care subsidy purposes, unless that child has a developmental disability, in which case he or she remains a dependent until age 19.

<sup>3</sup> Children of the primary applicant continue to be counted as part of the family unit as long as they live with the primary applicant and are counted on his or her tax return.

<sup>4</sup> Siblings are counted as long as they still reside with the family and are financially supported by the family.

<sup>5</sup> Earned income is excluded for any family member who is under age 18, or age 18 if enrolled as a full-time student in a secondary school or its equivalent. Earned income of family members under the age of 22 is excluded if they are full-time students in a secondary school and receiving the John M. McKay Scholarship.

<sup>6</sup> If the child is a student at least half time, his or her earnings are not counted.

<sup>7</sup> Children who are claimed as dependents for tax purposes are included in the unit.

<sup>8</sup> Children under age 21 may be included in the unit if they are dependent on the family for more than 50 percent of their support and are full-time students away at school. In order to be counted in the unit, they cannot establish residency outside of the family household.

<sup>9</sup> Earnings of a child under age 15 may not be counted. Earnings of a child under age 18 may not be counted if the child is a full-time student.

<sup>10</sup> The earnings of any child under 18, or 19 if the child is working toward the attainment of a high school diploma or its equivalent, are exempt.

<sup>11</sup> When the child's earnings cannot be separated from those of other household members, the total earnings are prorated equally among the working members and the child's share is excluded.

<sup>12</sup> Earned income is not counted if the child is 19 or younger, attending elementary or secondary school, and living with the applicant.

<sup>13</sup> Earnings of a child under age 15 or a child under age 18 who is attending public school are not counted.

<sup>14</sup> If a child is attending school, his or her income is not counted.

<sup>15</sup> An adult age 18 or older who is a full-time high school or post-secondary student may be considered a dependent if 50 percent or more of the adult student's support is provided by the parents, stepparents, guardians and their spouses, or eligible relative caregivers and their spouses residing in the same family.

<sup>16</sup> The income of a full-time or part-time student under age 19 is not counted if he or she has not yet earned a high school diploma or GED.

<sup>17</sup> A child younger than 21 years old in the home attending school and/or disabled is considered a dependent and should be counted as a household member.

<sup>18</sup> Adult siblings, age 18 and over, have the option of being counted as household members.

- <sup>19</sup> The earned income of a dependent child who is attending elementary or high school, regardless of age, is excluded.
- <sup>20</sup> Earnings are not counted if the child is age 18 or under and in school. Summer earnings of a child age 18 or under are not counted if the caseworker verifies the child will return to school in the fall.
- <sup>21</sup> If a sibling is attending high school, earnings are not counted. If earnings cannot be separated from those of other household members, total earnings are prorated equally among working members of the household and the sibling's portion is disregarded.
- <sup>22</sup> Earned income of a child through the age of 19 is not counted if the child is a full-time student in high school or its equivalent.
- <sup>23</sup> Children and siblings are counted in the unit as long as they are dependent on the parent or applicant, regardless of age.
- <sup>24</sup> The district may elect to include 18, 19, or 20-year-old individuals in the same family unit. All individuals may be included or just those whose inclusion would benefit the family.
- <sup>25</sup> A sibling is counted if he or she is still in high school and scheduled to graduate before his or her 19th birthday.
- <sup>26</sup> Earnings of a minor child are not counted as long as the child is a full-time student.
- <sup>27</sup> Earnings of a child, age 17 or under, are not counted if the child is attending school full time or attending classes to obtain a GED.
- <sup>28</sup> A dependent child under the age of 18, or under the age of 19 if the child has a documented disability, is included in the unit.
- <sup>29</sup> Earned income of a child under age 18 is not counted unless the child is emancipated or a teen parent with a benefit case in his or her own name.
- <sup>30</sup> Part-time income is not counted if the child or sibling is 18 or younger and in school.
- <sup>31</sup> Siblings up to 21 years of age may be included if they are participating in a special education program.
- <sup>32</sup> Income is not counted for dependent minors, defined as children under age 18, or dependent 18-year-olds.
- <sup>33</sup> Children under age 18 are included in the unit. If a child age 18 or over is a tax dependent of the applicant, he or she is included in the unit.
- <sup>34</sup> Earnings of minor children who are students at least half-time are excluded, even during semester and vacation breaks.

**Table 8. Defining the Family Unit and Income: Treatment of Teen Parents, 2011**

State	Maximum Age a Parent is Considered a Teen	Treatment of a Teen Parent's Earnings	Definition of the Family Unit when the Teen Parent Has Siblings Receiving CCDF Funding	Definition of the Family Unit when the Teen Parent Has No Siblings Receiving CCDF Funding
Alabama	18 <sup>2</sup>	Fully counted	Teen, child, parent, and siblings form one unit	Parents/caretakers and minor siblings of the teen parent included
Alaska	17	Fully counted	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included
Arizona	19 <sup>3</sup>	Fully counted	Varies <sup>4</sup>	Varies <sup>5</sup>
Arkansas	17 <sup>6</sup>	Varies/partially counted <sup>7</sup>	Teen and child form one unit, and parent and siblings form another <sup>8</sup>	Only teen parent and child(ren) included <sup>8</sup>
California	18 <sup>9</sup>	Fully counted	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included
Colorado	20	Fully counted	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included
Connecticut	17	Fully counted	Teen, child, parent, and siblings form one unit <sup>10</sup>	Parents/caretakers and minor siblings of the teen parent included <sup>10</sup>
Delaware	17	Not counted	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included
DC	25 <sup>11</sup>	Not counted	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included
Florida	17 <sup>12</sup>	Fully counted	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included
Georgia	17	Not counted	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included
Hawaii	17 <sup>13</sup>	Varies/partially counted <sup>14</sup>	Teen, child, parent, and siblings form one unit	Parents/caretakers and minor siblings of the teen parent included
Idaho	18 <sup>15</sup>	Fully counted	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included
Illinois	19	Fully counted	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included
Indiana	17	Fully counted	Teen and child form one unit, and parent and siblings form another	Varies <sup>16</sup>
Iowa	17	Fully counted	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included
Kansas	17	Fully counted	Varies <sup>17</sup>	Varies <sup>17</sup>

**Table 8. Defining the Family Unit and Income: Treatment of Teen Parents, 2011**

State	Maximum Age a Parent is Considered a Teen	Treatment of a Teen Parent's Earnings	Definition of the Family Unit when the Teen Parent Has Siblings Receiving CCDF Funding	Definition of the Family Unit when the Teen Parent Has No Siblings Receiving CCDF Funding
Kentucky	19 <sup>18</sup>	Fully counted	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included
Louisiana	17	Fully counted	Teen, child, parent, and siblings form one unit	Parents/caretakers and minor siblings of the teen parent included
Maine	19 <sup>19</sup>	Fully counted	Varies <sup>20</sup>	Only teen parent and child(ren) included
Maryland	17	Varies/partially counted <sup>21</sup>	Varies <sup>22</sup>	Parents/caretakers and minor siblings of the teen parent included
Massachusetts	19	Fully counted	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included
Michigan	17 <sup>23</sup>	Varies/partially counted <sup>24</sup>	Teen, child, parent, and siblings form one unit	Parents/caretakers and minor siblings of the teen parent included
Minnesota	17	Varies/partially counted <sup>25</sup>	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included
Mississippi	17	Not counted	Varies <sup>26</sup>	Varies <sup>26</sup>
Missouri	17	Fully counted	Varies <sup>27</sup>	Varies <sup>27</sup>
Montana	19	Fully counted	Teen, child, parent, and siblings form one unit	Only teen parent and child(ren) included
Nebraska	18	Varies/partially counted <sup>28</sup>	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included
Nevada	17	Varies/partially counted <sup>29</sup>	Teen, child, parent, and siblings form one unit	Parents/caretakers and minor siblings of the teen parent included
New Hampshire	19 <sup>30</sup>	Varies/partially counted <sup>31</sup>	Teen, child, parent, and siblings form one unit	Parents/caretakers and minor siblings of the teen parent included
New Jersey	18	Fully counted	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included
New Mexico	19	Fully counted	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included
New York	20	Fully counted	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included
North Carolina	17	Fully counted	Varies <sup>32</sup>	Only teen parent and child(ren) included
North Dakota	20	Varies/partially counted <sup>33</sup>	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included

**Table 8. Defining the Family Unit and Income: Treatment of Teen Parents, 2011**

State	Maximum Age a Parent is Considered a Teen	Treatment of a Teen Parent's Earnings	Definition of the Family Unit when the Teen Parent Has Siblings Receiving CCDF Funding	Definition of the Family Unit when the Teen Parent Has No Siblings Receiving CCDF Funding
Ohio	17	Fully counted	Teen, child, parent, and siblings form one unit <sup>34</sup>	Parents/caretakers of the teen parent included <sup>34</sup>
Oklahoma	17	Fully counted	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included
Oregon	17	Varies/partially counted <sup>35</sup>	Varies <sup>35</sup>	Varies <sup>35</sup>
Pennsylvania	17	Not counted <sup>36</sup>	Varies <sup>27</sup>	Only teen parent and child(ren) included
Rhode Island	19	Fully counted	Varies <sup>37</sup>	Varies <sup>37</sup>
South Carolina	17 <sup>38</sup>	Fully counted	Varies <sup>39</sup>	Varies <sup>39</sup>
South Dakota	19	Fully counted	Teen and child form one unit, and parent and siblings form another <sup>40</sup>	Only teen parent and child(ren) included <sup>40</sup>
Tennessee	19	Fully counted	Varies <sup>41</sup>	Varies <sup>42</sup>
Texas	19 <sup>43</sup>	Fully counted	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included
Utah	17	Fully counted	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included
Vermont	--- <sup>1</sup>	Fully counted	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included
Virginia	17	Not counted	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included
Washington	21	Fully counted	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included
West Virginia	17	Fully counted	Teen and child form one unit, and parent and siblings form another <sup>44</sup>	Only teen parent and child(ren) included <sup>44</sup>
Wisconsin	19 <sup>45</sup>	Not counted <sup>46</sup>	Teen, child, parent, and siblings form one unit	Parents/caretakers and minor siblings of the teen parent included
Wyoming	17	Fully counted	Varies <sup>47</sup>	Varies <sup>47</sup>
American Samoa	17	Varies/partially counted <sup>48</sup>	Varies <sup>49</sup>	Varies <sup>49</sup>
Guam	18 <sup>50</sup>	Varies/partially counted <sup>51</sup>	--- <sup>1</sup>	--- <sup>1</sup>
No Mariana Islands	18 <sup>52</sup>	Varies/partially counted <sup>53</sup>	Teen, child, parent, and siblings form one unit	Parents/caretakers and minor siblings of the teen parent included

**Table 8. Defining the Family Unit and Income: Treatment of Teen Parents, 2011**

State	Maximum Age a Parent is Considered a Teen	Treatment of a Teen Parent's Earnings	Definition of the Family Unit when the Teen Parent Has Siblings Receiving CCDF Funding	Definition of the Family Unit when the Teen Parent Has No Siblings Receiving CCDF Funding
Puerto Rico	20	Not counted	---	---
Virgin Islands	19	Fully counted	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included

Source: CCDF Policies Database October 1, 2011 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> The maximum age is 18 if the parent remains in high school or its equivalent.

<sup>3</sup> A minor parent is a parent under age 18. A teen parent is a parent age 13 through 19.

<sup>4</sup> Policies for minor and teen parents vary. When the siblings of a minor parent receive subsidized child care, the minor parent, child, adult parent, and siblings form one unit.

<sup>5</sup> If the parent of the minor intends to claim either the minor or the minor's child as a dependent, they are both included in the unit. If the parent does not intend to count either the minor or the minor's child as a dependent, the minor and the minor's child are counted as a separate unit.

<sup>6</sup> An individual under the age of 18 is considered an emancipated minor and allowed to apply for child care assistance if one of the following conditions exists: the individual is legally emancipated by court order; the individual is currently or previously married; or the individual is living outside the home of a custodial adult with no plans to return and no indication that his or her parent or custodians regard themselves as being responsible for his or her care and control. All other applicants must be at least 18 years of age and must have full-time physical custody of the child.

<sup>7</sup> Parents attending high school full time are excluded from income requirements. If the teen parent is not attending high school full time and is considered an emancipated minor, he or she is treated the same as an adult applicant.

<sup>8</sup> The policy applies to emancipated minors, who are considered and treated like adult applicants.

<sup>9</sup> The maximum age is 17 if the teen parent is not attending high school.

<sup>10</sup> Any individuals who are counted as part of the family unit for TANF are also counted as part of the family unit for child care assistance.

<sup>11</sup> A parent age 25 or younger who lives with a parent or guardian and attends high school or college is considered a young adult and treated the same as a teen parent.

<sup>12</sup> The maximum age applies unless the parent is married or emancipated.

<sup>13</sup> Teen parents may be eligible for care if they meet the eligibility criteria and are not living in the same household as their adult parents or caretakers.

<sup>14</sup> Income is counted if the teen parent is an emancipated minor.

<sup>15</sup> A parent is considered a teen through age 17 or age 18 if the parent is a full-time student and expects to complete secondary school no later than his or her 19th birthday. The parent is then considered a teen parent until the month of his or her 19th birthday.

<sup>16</sup> The minor parent and his or her children are considered a separate family unless the minor parent is not the primary caregiver of his or her children, in which case the minor parent and his or her children are considered part of the CCDF unit of their mutual caregiver.

<sup>17</sup> When a minor teen parent needs child care to finish high school or obtain a GED, the minor's caretaker is included in the unit. The teen parent's siblings are not included.

<sup>18</sup> A teen parent is defined as being age 19 or younger and actively seeking a high school diploma or GED.

<sup>19</sup> The teen parent must reside with his or her child and attend a secondary school or GED equivalency program.

<sup>20</sup> The family unit composition is decided on a case-by-case basis.

<sup>21</sup> A disregard of 5,000 dollars of a family's annual gross income per child is allowed if the minor parent is attending public school full time.

<sup>22</sup> Teen parents apply as the head of household. When the adult parent has physical custody of the children in need of care, another unit is established with the adult listed as head of household. The adult parent is still considered part of the unit in the teen parent's case.

<sup>23</sup> The applicant must be unmarried to be considered a minor parent.

<sup>24</sup> Earnings are not counted if the teen parent is under age 18, attending school, and living with someone who provides care or supervision.

- <sup>25</sup> The income of a full-time or part-time student under age 19 is not counted if he or she has not yet earned a high school diploma or GED.
- <sup>26</sup> Any parent enrolled full time in high school or in a GED program may apply for child care as a separate family unit.
- <sup>27</sup> A minor parent has the option of being considered a separate family unit.
- <sup>28</sup> Earnings are not counted if the child is age 18 or under and in school. Summer earnings of a child age 18 or under are not counted if the caseworker verifies the child will return to school in the fall.
- <sup>29</sup> If a teen is attending high school, earnings are not counted. If earnings cannot be separated from those of other household members, total earnings are prorated equally among working members of the household and the teen's portion is disregarded.
- <sup>30</sup> Full-time students with a biological, foster, step, guardianship, or adoptive relationship to a parent in the household may be considered teen parents through age 19.
- <sup>31</sup> Income is counted unless the individual is under age 20 and attending high school or its equivalent full time.
- <sup>32</sup> The teen parent is counted in the adult parent's unit, but the teen parent's child is not.
- <sup>33</sup> The income of a teen parent participating in the Crossroads program is exempt.
- <sup>34</sup> A minor parent who participates in the learning, earning, and parenting (LEAP) program may apply for child care benefits on his or her own. The family is then defined as the minor parent and the children of the minor parent.
- <sup>35</sup> Minor parents who are employed and request a separate employment-related day care case are considered the caretaker of their own unit and their income is counted. If they do not request a separate case, they may be included in the adult parent's unit, and the income of the minor parent is not counted.
- <sup>36</sup> The teen parent cannot be emancipated.
- <sup>37</sup> If the teen parent is under the age of 16 and not an emancipated minor, the parent or legal guardian of the teen parent is included in the unit.
- <sup>38</sup> In order to apply for child care, the parent must be 18 or within six months of turning 18. If the parent is not 18, he or she must be legally emancipated in order to apply for child care. If the minor is not legally emancipated, the minor's parent must apply for child care and meet all eligibility criteria. Teen parents under 18 receiving TANF do not have to be emancipated in order to receive child care.
- <sup>39</sup> If the minor is legally emancipated, he or she is counted as a separate unit. If the minor is not emancipated, the minor and parents are counted as one unit.
- <sup>40</sup> If a minor parent has a child, he or she is considered the applicant and must meet the minimum work or school requirements.
- <sup>41</sup> The parents of the minor parent are included in the unit but not the siblings.
- <sup>42</sup> A minor parent under age 18 may be considered a separate household if he or she is legally emancipated.
- <sup>43</sup> A person can be considered a teen parent through age 19 if he or she is attending high school or its equivalent.
- <sup>44</sup> The minor and child form one unit as long as the minor parent has legal custody of the child.
- <sup>45</sup> The parent must be enrolled in a high school or GED program to be considered a teen parent.
- <sup>46</sup> All earned income of minors is excluded, including earned income of minors in supervised independent living situations.
- <sup>47</sup> If all three generations are part of the same TANF payment unit, they are considered one unit; otherwise the minor and child form one unit, and the minor's parents and siblings form another unit.
- <sup>48</sup> If the teen parent is in school, income is not counted.
- <sup>49</sup> Grandparents may include grandchildren in the unit if they have legally adopted the children or if they provide more than 50 percent of the care for the children.
- <sup>50</sup> A teen parent is an unmarried parent who is under the age of 19, has not received a high school diploma or GED, lives in the home of his or her parent or guardian, and attends a high school program.
- <sup>51</sup> A teen parent's income is excluded if the teen parent and offspring reside with the teen's parents, an adult relative, or a legal guardian, and the teen parent is attending school.
- <sup>52</sup> The applicant must be unmarried, attending high school or a GED program, and be living with a parent, adult relative, or legal guardian.
- <sup>53</sup> Earnings of minor children who are students at least half time are excluded, even during semester and vacation breaks.

**Table 9. Defining the Family Unit and Income: Treatment of Step-Parents and Temporarily Absent Parents, 2011**

State	If a Step-Parent is Included when Defining the Family Size	Treatment of a Step-Parent's Earnings (When Included in Family Size)	How Blended Families are Treated when Defining the Family Size <sup>2</sup>	Treatment of a Temporarily Absent Parent's Earnings (When Included in Family Size)
Alabama	Always included	Fully counted	The parents and children form one unit	Fully counted
Alaska	Always included	Fully counted	Each parent forms one unit with their children	Fully counted
Arizona	Always included	Fully counted	The parents and children form one unit	Fully counted
Arkansas	Always included	Fully counted	The parents and children form one unit	--- <sup>1</sup>
California	Always included	Fully counted	The parents and children form one unit	Fully counted
Colorado	Always included	Fully counted	The parents and children form one unit	Varies/partially counted <sup>3</sup>
Connecticut	Always included	Fully counted	The parents and children form one unit	Fully counted
Delaware	Always included	Fully counted	The parents and children form one unit	Fully counted
DC	Never included	NA	Each parent forms one unit with their children	Not counted
Florida	Always included	Fully counted	The parents and children form one unit	Not counted
Georgia	Always included	Fully counted	The parents and children form one unit	Varies/partially counted <sup>4</sup>
Hawaii	Always included	Fully counted	The parents and children form one unit	Varies/partially counted <sup>5</sup>
Idaho	Always included	Fully counted	Each parent forms one unit with their children	Fully counted
Illinois	Always included	Fully counted	The parents and children form one unit	Fully counted
Indiana	Always included	Fully counted	The parents and children form one unit	Fully counted
Iowa	Always included	Fully counted	The parents and children form one unit	Fully counted
Kansas	Always included	Fully counted	The parents and children form one unit	Fully counted
Kentucky	Always included	Fully counted	The parents and children form one unit	Fully counted <sup>6</sup>
Louisiana	Always included	Fully counted	The parents and children form one unit	Fully counted
Maine	Always included	Fully counted	The parents and children form one unit	Fully counted
Maryland	Always included	Fully counted	The parents and children form one unit	Fully counted
Massachusetts	Always included	Fully counted	The parents and children form one unit	Not counted
Michigan	Always included	Fully counted	The parents and children form one unit	Fully counted

**Table 9. Defining the Family Unit and Income: Treatment of Step-Parents and Temporarily Absent Parents, 2011**

State	If a Step-Parent is Included when Defining the Family Size	Treatment of a Step-Parent's Earnings (When Included in Family Size)	How Blended Families are Treated when Defining the Family Size <sup>2</sup>	Treatment of a Temporarily Absent Parent's Earnings (When Included in Family Size)
Minnesota	Always included	Fully counted	The parents and children form one unit	Fully counted
Mississippi	Always included	Fully counted	The parents and children form one unit	Fully counted
Missouri	Always included	Fully counted	The parents and children form one unit	Fully counted
Montana	Always included	Fully counted	The parents and children form one unit	Fully counted
Nebraska	Always included	Fully counted	The parents and children form one unit	Fully counted
Nevada	Always included	Fully counted	--- <sup>1</sup>	Fully counted
New Hampshire	Always included	Fully counted	The parents and children form one unit	Fully counted
New Jersey	Varies <sup>7</sup>	Fully counted	The parents and children form one unit	Fully counted
New Mexico	Always included	Fully counted	The parents and children form one unit	Fully counted
New York	Always included	Fully counted	The parents and children form one unit	Varies/partially counted <sup>8</sup>
North Carolina	Never included	NA	Each parent forms one unit with their children	Fully counted
North Dakota	Always included	Fully counted	Each parent forms one unit with their children	Fully counted
Ohio	Always included	Fully counted	The parents and children form one unit	Fully counted
Oklahoma	Always included	Fully counted	The parents and children form one unit	Fully counted
Oregon	Always included	Fully counted	The parents and children form one unit	Fully counted
Pennsylvania	Always included	Varies/partially counted <sup>9</sup>	The parents and children form one unit	Not counted
Rhode Island	Always included	Fully counted	The parents and children form one unit	Not counted
South Carolina	Always included	Fully counted	The parents and children form one unit	Fully counted
South Dakota	Always included	Fully counted	The parents and children form one unit	Varies/partially counted <sup>10</sup>
Tennessee	Always included	Fully counted	The parents and children form one unit	Fully counted
Texas	Always included	Fully counted	The parents and children form one unit	Fully counted
Utah	Always included	Fully counted	The parents and children form one unit	Fully counted
Vermont	Always included	Fully counted	The parents and children form one unit	Fully counted
Virginia	Always included	Fully counted	The parents and children form one unit <sup>11</sup>	Fully counted

**Table 9. Defining the Family Unit and Income: Treatment of Step-Parents and Temporarily Absent Parents, 2011**

State	If a Step-Parent is Included when Defining the Family Size	Treatment of a Step-Parent's Earnings (When Included in Family Size)	How Blended Families are Treated when Defining the Family Size <sup>2</sup>	Treatment of a Temporarily Absent Parent's Earnings (When Included in Family Size)
Washington	Always included	Fully counted	The parents and children form one unit	Fully counted
West Virginia	Always included	Fully counted	The parents and children form one unit	Fully counted
Wisconsin	Always included	Fully counted	The parents and children form one unit	Fully counted
Wyoming	Always included	Fully counted	The parents and children form one unit	Fully counted
American Samoa	Always included	Fully counted	The parents and children form one unit	--- <sup>1</sup>
Guam	Always included	Fully counted	The parents and children form one unit	--- <sup>1</sup>
No Mariana Islands	Always included	Fully counted	--- <sup>1</sup>	--- <sup>1</sup>
Puerto Rico	Always included	Fully counted	--- <sup>1</sup>	Varies/partially counted <sup>12</sup>
Virgin Islands	Always included	Fully counted	The parents and children form one unit	Fully counted

Source: CCDF Policies Database October 1, 2011 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> For the purposes of the CCDF Policies Database, blended families are defined as families consisting of married parents with no children in common.

<sup>3</sup> If the parent is involuntarily removed from the home, his or her income is not counted.

<sup>4</sup> Income is counted for parents absent from the home due to military or work assignments.

<sup>5</sup> Income is counted if the parent continues to maintain responsibility for the care, education, and financial support of the child.

<sup>6</sup> Earnings of a temporarily absent parent are counted. Earnings of a parent who is absent from the household for thirty days or more due to incarceration or hospitalization are not counted and the parent is not included in the unit.

<sup>7</sup> If the step-parent is legally responsible for the child, he or she is included.

<sup>8</sup> Income is counted if the individual is contributing or required to contribute to the needs of the household.

<sup>9</sup> There is a step-parent deduction if the child requesting care is not his or her biological child. The deduction varies by family size and county. If care is needed for either a child in common or his or her own children, the step-parent's income is fully counted.

<sup>10</sup> If the parent is absent because of work or school, his or her income is counted. If the parent is incarcerated for at least 30 consecutive days, his or her income is not counted.

<sup>11</sup> Unmarried couples are treated as one unit if the couples are cohabiting as man and wife.

<sup>12</sup> Income earned by parents who are migrant farm workers is taken into consideration during the time period in which they are employed.

**Table 10. Defining the Family Unit and Income: Treatment of Non-Parent Relative Caretakers, 2011<sup>1</sup>**

State	If a Relative Caretaker is Included when Defining the Family Size	Treatment of a Relative Caretaker's Earnings (When Included in Family Size)
Alabama	Varies <sup>2</sup>	Fully counted
Alaska	Never included	NA
Arizona	Varies <sup>3</sup>	Fully counted
Arkansas	Always included	Fully counted
California	Never included	NA
Colorado	Always included	Fully counted
Connecticut	Varies <sup>4</sup>	Fully counted
Delaware	Never included	NA
DC	Varies <sup>5</sup>	Not counted
Florida	Varies <sup>6</sup>	Fully counted <sup>6</sup>
Georgia	Always included	Fully counted
Hawaii	Always included	Fully counted
Idaho	Always included	Fully counted
Illinois	Always included	Varies/partially counted <sup>7</sup>
Indiana	Always included	Fully counted
Iowa	Never included	NA
Kansas	Always included	Fully counted
Kentucky	Always included	Fully counted
Louisiana	Always included	Fully counted
Maine	Never included <sup>8</sup>	NA
Maryland	Always included	Fully counted
Massachusetts	Always included	Fully counted
Michigan	Varies <sup>9</sup>	Fully counted
Minnesota	Always included	Fully counted
Mississippi	Always included <sup>10</sup>	Fully counted
Missouri	Always included	Fully counted
Montana	Always included <sup>11</sup>	Fully counted
Nebraska	Always included	Fully counted
Nevada	Varies <sup>12</sup>	Fully counted
New Hampshire	Always included	Varies/partially counted <sup>13</sup>
New Jersey	Varies <sup>14</sup>	Fully counted
New Mexico	Varies <sup>15</sup>	Fully counted
New York	Never included	NA
North Carolina	Never included	NA
North Dakota	Always included	Fully counted
Ohio	Always included	Fully counted
Oklahoma	Varies <sup>16</sup>	Fully counted
Oregon	Always included	Fully counted
Pennsylvania	Always included	Fully counted
Rhode Island	Always included	Fully counted
South Carolina	Always included <sup>17</sup>	Fully counted
South Dakota	Varies <sup>18</sup>	Not counted
Tennessee	Always included	Fully counted
Texas	Always included <sup>19</sup>	Fully counted
Utah	Always included <sup>20</sup>	Fully counted

**Table 10. Defining the Family Unit and Income: Treatment of Non-Parent Relative Caretakers, 2011<sup>1</sup>**

State	If a Relative Caretaker is Included when Defining the Family Size	Treatment of a Relative Caretaker's Earnings (When Included in Family Size)
Vermont	Always included <sup>21</sup>	Fully counted
Virginia	Always included <sup>22</sup>	Fully counted
Washington	Never included	NA
West Virginia	Always included <sup>23</sup>	Fully counted
Wisconsin	Always included <sup>20</sup>	Varies/partially counted <sup>24</sup>
Wyoming	Always included	Varies/partially counted <sup>25</sup>
American Samoa	Always included <sup>26</sup>	Fully counted
Guam	Always included	Fully counted
No Mariana Islands	Always included <sup>11</sup>	Fully counted
Puerto Rico	Always included <sup>27</sup>	Fully counted <sup>27</sup>
Virgin Islands	Varies <sup>5</sup>	Fully counted

Source: CCDF Policies Database October 1, 2011 Data

<sup>1</sup> For the purposes of the CCDF Policies Database, a relative caretaker situation exists when the child lives with the relative, the relative has assumed responsibility for the care of the child, and the child's parents do not live in the home with the child.

<sup>2</sup> Caretakers are included in the unit unless they are foster parents referred by the foster care program, in which case they are allowed to apply for subsidies, but they are not counted in the family size.

<sup>3</sup> When care is requested for the related child only, the caretaker is not included in the unit. When care is requested for the caretaker's own children in addition to the related child, the unit consists of the caretaker, the other responsible person if applicable, their children, and the related child. If a caretaker requests child care for his or her own children as well as a child for whom he or she cares, the income of the caretaker and spouse or non-parent, relative caretaker and spouse is counted.

<sup>4</sup> A non-parent, relative caretaker is included in the unit when he or she is under the cash assistance program.

<sup>5</sup> A non-parent caretaker is included in the unit if he or she is the legal guardian of the child.

<sup>6</sup> Foster parents and caretakers who fall under the relative caregiver category of care are not included in the unit and their income is not counted. If caretakers have legal responsibility for the child, they are included in the unit and their income is counted.

<sup>7</sup> The income of a caretaker relative who is not a parent or step-parent, is employed, and is the representative payee of a child who is receiving child-only or general assistance TANF is not counted for eligibility and copayment purposes. However, if the caretaker relative is in an education and training program, his or her income is counted for eligibility and copayment purposes.

<sup>8</sup> The child is considered a family of one.

<sup>9</sup> Non-parent caretakers are included in the unit if they are the applicant for child care, with the exception of legal guardians, who are not included in the unit if they are not requesting care for other children.

<sup>10</sup> A parent is defined as a mother or father by blood, marriage, or adoption, a legal guardian, or other person standing in loco parentis.

<sup>11</sup> A person acting in loco parentis is always counted as a household member.

<sup>12</sup> Any adult with court-ordered custody of the child is counted.

<sup>13</sup> If a caretaker requests child care for his or her own children as well as a child for whom he or she cares, the income of the caretaker and spouse or non-parent, relative caretaker and spouse is counted.

<sup>14</sup> If the caretaker is legally responsible for the child, he or she is included.

<sup>15</sup> Grandparents are counted if they are the legal guardians of the children. Grandparents and legal guardians are excluded from the unit for copayment calculations if they took custody of the children due to death of the parents or other documented circumstances such as mental or physical incapacity of the parents to care for the child.

<sup>16</sup> The caretaker is included if he or she is legally and financially responsible for the child.

<sup>17</sup> If the caretaker has either legal responsibility or has assumed full physical responsibility for the child, he or she is counted in the unit.

<sup>18</sup> The caretaker is counted in the unit if he or she has submitted a signed statement from the child's parents giving the caretaker parental control or provided court documentation giving parental control.

- <sup>19</sup> A non-parent caretaker is included in the unit if he or she is responsible for the care and supervision of the child.
- <sup>20</sup> The non-parent relative caretaker is included if the child is living with the caretaker and the parents are absent from the home.
- <sup>21</sup> Persons who live with, supervise, and care for a child or children whose parents do not live in the home are always included.
- <sup>22</sup> The caretaker is included in the unit if he or she is responsible for the day-to-day care and supervision of the child.
- <sup>23</sup> The non-parent caretaker is counted in the unit if he or she has been given custody or guardianship of the child by a court or taken full physical custody or responsibility for the child.
- <sup>24</sup> The earned or unearned income of foster parents, subsidized guardians, or kinship care relatives is not counted if they are applying for child care only for their foster or kinship care children.
- <sup>25</sup> The income of a non-parent caretaker is only counted if there is a court order specifying that he or she is financially responsible for the child.
- <sup>26</sup> Legal guardians and caretakers standing in loco parentis are included in the unit. A caretaker is considered to be standing in loco parentis when he or she has cared for the child for at least six months.
- <sup>27</sup> Any person that functions as a parent is considered part of the unit.

**Table 11. Treatment of Various Types of Income and Benefits when Determining Eligibility, 2011**

State	TANF	SSI	SSDI	Net Self-Employment Income	Child Support	Value of SNAP Benefits
Alabama	Varies/partially counted <sup>2</sup>	Fully counted	Fully counted	Fully counted <sup>3</sup>	Counted for all children in the unit	Not counted
Alaska	Fully counted	Fully counted	Fully counted	Fully counted	Counted, but not specified for which children	Not counted
Arizona	Fully counted	Fully counted	Fully counted	Fully counted	Counted, but not specified for which children	Not counted
Arkansas	Varies/partially counted <sup>4</sup>	Varies/partially counted <sup>5</sup>	Fully counted	Fully counted	Counted, but not specified for which children <sup>6</sup>	Not counted
California	Fully counted	Not counted	Fully counted	Fully counted	Counted for all children in the unit <sup>7</sup>	Not counted
Colorado	Fully counted	Not counted	Not counted	Fully counted	Counted for all children in the unit	NA <sup>8</sup>
Connecticut	Not counted	Fully counted	Fully counted	Fully counted	Not counted	Not counted
Delaware	Not counted	Fully counted	Fully counted	Fully counted <sup>9</sup>	Counted for all children in the unit	Not counted
DC	Not counted	Not counted	Not counted	Fully counted	Counted only for CCDF- eligible children	Not counted
Florida	Fully counted	Varies/partially counted <sup>10</sup>	Varies/partially counted <sup>11</sup>	Fully counted	Counted for all children in the unit	NA <sup>8</sup>
Georgia	Not counted	Not counted	Not counted	Fully counted	Counted, but not specified for which children	Not counted
Hawaii	Fully counted	Fully counted	Fully counted	Fully counted	Counted, but not specified for which children	Not counted
Idaho	Varies/partially counted <sup>12</sup>	Fully counted	Fully counted	Fully counted <sup>13</sup>	Counted, but not specified for which children <sup>14</sup>	Not counted
Illinois	Fully counted	Fully counted	Fully counted	Fully counted	Counted, but not specified for which children	Not counted
Indiana	Fully counted	Fully counted <sup>15</sup>	Fully counted	Fully counted	Counted for all children in the unit	Not counted
Iowa	Fully counted	Fully counted	Fully counted	Fully counted	Counted, but not specified for which children	Not counted
Kansas	Not counted	Not counted	Fully counted	Fully counted	Counted, but not specified for which children	Not counted

**Table 11. Treatment of Various Types of Income and Benefits when Determining Eligibility, 2011**

State	TANF	SSI	SSDI	Net Self-Employment Income	Child Support	Value of SNAP Benefits
Kentucky	Varies/partially counted <sup>16</sup>	Fully counted	Fully counted	Fully counted	Counted, but not specified for which children	Not counted
Louisiana	Not counted	Fully counted	Fully counted	Fully counted	Counted for all children in the unit	Not counted
Maine	Fully counted	Fully counted	Fully counted	Fully counted	Counted, but not specified for which children	Fully counted
Maryland	Not counted	Not counted	Fully counted	Fully counted	Counted for all children in the unit <sup>17</sup>	Not counted
Massachusetts	Varies/partially counted <sup>18</sup>	Fully counted	Fully counted	Fully counted	Counted for all children in the unit	Not counted
Michigan	Not counted	Varies/partially counted <sup>19</sup>	Fully counted	Fully counted	Counted for all children in the unit <sup>20</sup>	Not counted
Minnesota	Fully counted	Not counted	Fully counted	Fully counted	Counted, but not specified for which children	Not counted
Mississippi	NA <sup>21</sup>	Varies/partially counted <sup>10</sup>	Fully counted	Fully counted	Counted for all children in the unit	Not counted
Missouri	Fully counted	Varies/partially counted <sup>22</sup>	Fully counted	Fully counted	Counted, but not specified for which children	Not counted
Montana	Varies/partially counted <sup>23</sup>	Not counted	Fully counted	Fully counted	Counted, but not specified for which children	Not counted
Nebraska	Not counted	Fully counted	Fully counted	Fully counted	Counted for all children in the unit	Not counted
Nevada	Fully counted	Not counted	Fully counted	Fully counted	Counted, but not specified for which children	Not counted
New Hampshire	Fully counted	Fully counted	Fully counted	Fully counted	Counted, but not specified for which children	Not counted
New Jersey	Fully counted	Fully counted	Fully counted	Fully counted	Counted for all children in the unit	Not counted
New Mexico	Fully counted	Not counted	Not counted	Fully counted	Counted, but not specified for which children	Not counted
New York	Fully counted	Fully counted	Fully counted	Fully counted	Counted, but not specified for which children <sup>24</sup>	Not counted

**Table 11. Treatment of Various Types of Income and Benefits when Determining Eligibility, 2011**

State	TANF	SSI	SSDI	Net Self-Employment Income	Child Support	Value of SNAP Benefits
North Carolina	Not counted	Not counted	Fully counted	Fully counted	Counted, but not specified for which children	Not counted
North Dakota	Not counted	Fully counted	Fully counted	Fully counted	Counted, but not specified for which children	Not counted
Ohio	Not counted	Not counted	Fully counted	Fully counted	Counted for all children in the unit	Not counted
Oklahoma	Not counted	Varies/partially counted <sup>25</sup>	Fully counted	Fully counted <sup>26</sup>	Counted for all children in the unit	Not counted
Oregon	Fully counted <sup>27</sup>	Fully counted	Fully counted	Fully counted <sup>28</sup>	Counted for all children in the unit	Not counted
Pennsylvania	NA <sup>21</sup>	Fully counted	Fully counted	Fully counted	Counted, but not specified for which children	Not counted
Rhode Island	Fully counted	Fully counted	Fully counted	Fully counted	Counted for all children in the unit	Not counted
South Carolina	Fully counted	Not counted	Fully counted	Fully counted	Counted, but not specified for which children	Not counted
South Dakota	Fully counted	Not counted	Not counted	Fully counted	Counted for all children in the unit	Not counted
Tennessee	Fully counted	Fully counted	Fully counted	Fully counted	Counted, but not specified for which children	Not counted
Texas	Fully counted	Fully counted	Fully counted	Fully counted	Counted for all children in the unit	Not counted
Utah	Not counted	Not counted <sup>29</sup>	Fully counted	Fully counted <sup>30</sup>	Counted for all children in the unit <sup>31</sup>	Not counted
Vermont	Not counted	Not counted	Not counted	Fully counted	Counted, but not specified for which children	Not counted
Virginia	Not counted	Not counted	Not counted	Fully counted	Counted, but not specified for which children <sup>32</sup>	Not counted
Washington	Varies/partially counted <sup>33</sup>	Fully counted	Fully counted	Fully counted <sup>34</sup>	Counted for all children in the unit	Not counted
West Virginia	Fully counted	Fully counted	Fully counted	Fully counted	Counted, but not specified for which children	Not counted
Wisconsin	Not counted	Fully counted	Fully counted	Fully counted	Not counted	Not counted

**Table 11. Treatment of Various Types of Income and Benefits when Determining Eligibility, 2011**

State	TANF	SSI	SSDI	Net Self-Employment Income	Child Support	Value of SNAP Benefits
Wyoming	Fully counted	Not counted	Fully counted	Fully counted	Counted, but not specified for which children	Not counted
American Samoa	NA <sup>35</sup>	Fully counted	Fully counted	Fully counted	Counted for all children in the unit	Not counted
Guam	Fully counted	Fully counted	Fully counted	Fully counted	Counted, but not specified for which children	--- <sup>1</sup>
No Mariana Islands	NA <sup>35</sup>	Not counted	Not counted	Fully counted	--- <sup>1</sup>	Not counted
Puerto Rico	Not counted	Not counted	Not counted	Fully counted	Not counted	Not counted
Virgin Islands	Not counted	Not counted	Not counted	Fully counted	Counted, but not specified for which children	Not counted

Source: CCDF Policies Database October 1, 2011 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> If the TANF benefit amount is the sole reason for a family's income ineligibility, the TANF benefit is excluded for income eligibility purposes for six months.

<sup>3</sup> Forty percent of income from self-employment is deducted to cover the cost of operating the business.

<sup>4</sup> Income is counted except when the person designated to represent the household is a relative applying on behalf of a child for whom he or she has full-time custody.

<sup>5</sup> Income is counted except when the person designated to represent the household is the recipient of SSI.

<sup>6</sup> Child support payments are counted with the exception of portions of payments that are withheld from the recipient to cover recoupment, court, or other costs. Child support payments obtained through an interception of a state or federal income tax refund or an interception of a lump sum worker's compensation payment are also excluded. Child support payments collected by the state for TANF recipients which are obligated to the Child Support Enforcement Unit to maintain eligibility are also excluded.

<sup>7</sup> If financial assistance is provided by the absent parent for housing or car expenses, that income is also counted.

<sup>8</sup> Child care for SNAP participants is not provided under the state's primary child care subsidy program.

<sup>9</sup> A standard deduction that is a percentage of the gross income applies to all families with costs to produce income. Self-employed households not claiming or verifying any costs to produce income do not get the deduction.

<sup>10</sup> SSI income of adults in the household is counted. SSI income of children is not.

<sup>11</sup> SSDI income of adults in the household is counted. SSDI income of children is not.

<sup>12</sup> Income is counted as entered in the temporary assistance program. The child care assistance program does not add any income for families receiving temporary assistance. Child-only non-parent cases use the child care assistance income guidelines.

<sup>13</sup> A standard deduction is determined by subtracting 50 percent of the gross monthly self-employment income.

<sup>14</sup> Child support payments are counted as income. Payments made by the non-custodial parent designated for work-related child care costs are not counted as income and are subtracted from the child care expenses.

<sup>15</sup> Lump sum SSI payments are not counted.

- <sup>16</sup> TANF child-only payments are excluded.
- <sup>17</sup> The first 2,500 dollars of child support lump sum payments or arrearages are disregarded.
- <sup>18</sup> If the applicant is not receiving TANF cash benefits, any cash benefits the applicant receives for a child in his or her care are counted.
- <sup>19</sup> SSI is not counted when determining eligibility and copayments for children receiving SSI. If the household is applying for child care for any other children not receiving SSI, SSI is counted for determining eligibility for the other household members.
- <sup>20</sup> Child support that goes directly to pay a creditor or service supplier, or that is retained by the department, is excluded.
- <sup>21</sup> Eligibility for child care service for TANF parents is determined by the TANF case manager.
- <sup>22</sup> Income under an SSI plan for achieving self-support is not counted.
- <sup>23</sup> Only TANF cash assistance benefits, not including work support payments, and Tribal TANF benefits are counted.
- <sup>24</sup> Lump sum child support arrears are not counted as income.
- <sup>25</sup> Children who receive SSI are predetermined eligible and assigned no copayment. If other children in the household are applying for child care, the SSI income is counted in determining the copayment for the other household members.
- <sup>26</sup> The tax return for the previous year is used to determine self-employment income. If the tax return is no longer representative or the business is less than one year old, business records are used and a 50 percent deduction is given for expenses.
- <sup>27</sup> Pre-TANF and Post-TANF program payments are excluded.
- <sup>28</sup> The gross amount is used when there are no allowable costs. If there are allowable costs, a standard deduction is determined by subtracting 50 percent of the gross monthly self-employment income, or the actual costs are deducted from the gross amount when they exceed 50 percent.
- <sup>29</sup> Any income, earned or unearned, of a household member receiving SSI, is not counted. The exception is child support income for a child in the household.
- <sup>30</sup> A household may choose one of two options for claiming self-employment expenses. They may elect to have 40 percent of gross income deducted for business expenses or they may elect to claim actual expenses.
- <sup>31</sup> The first 50 dollars of child support received by the household is deducted. Any child support paid directly to the child care provider is not counted.
- <sup>32</sup> Lump sum child support income is not counted.
- <sup>33</sup> When a TANF client starts a new job, TANF income may be exempted for three months.
- <sup>34</sup> A client may verify itemized deductions or take a standard 100 dollar monthly deduction.
- <sup>35</sup> This territory or outlying area does not have a TANF program.

**Table 12. Treatment of Various Types of Income and Benefits when Determining Eligibility, 2011 (continued)**

State	General Assistance <sup>2</sup>	Value of Housing Assistance	LIHEAP	Foster Care Income	EITC Refunds	Non-Recurring Lump Sum Income	Non-Recurring Gifts
Alabama	Fully counted	Not counted	Not counted	Not counted	Not counted	Fully counted	Not counted
Alaska	Fully counted	Varies/partially counted <sup>3</sup>	Not counted	---	Not counted	Counted if above 500 dollars	Counted if above 500 dollars
Arizona	Fully counted	Not counted	Not counted	Not counted	Not counted	Varies/partially counted <sup>4</sup>	Not counted
Arkansas	Fully counted	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted
California	Fully counted <sup>5</sup>	Fully counted	Not counted	Fully counted	Not counted	Varies/partially counted <sup>6</sup>	Not counted
Colorado	Fully counted	Not counted	Not counted	Not counted	Not counted	Fully counted	Fully counted
Connecticut	Fully counted	Not counted	Not counted	Not counted <sup>7</sup>	Not counted	Counted if above 600 dollars yearly	Counted if above 1,200 dollars yearly
Delaware	Fully counted	Not counted	Not counted	Not counted	Not counted	Fully counted	Not counted
DC	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted
Florida	Fully counted	Varies/partially counted <sup>8</sup>	Not counted	Not counted	Not counted	Not counted	Not counted
Georgia	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted
Hawaii	Fully counted	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted
Idaho	NA <sup>9</sup>	Not counted <sup>10</sup>	Not counted <sup>10</sup>	Varies/partially counted <sup>11</sup>	Not counted	Varies/partially counted <sup>12</sup>	Fully counted
Illinois	Fully counted	Not counted	Not counted	Not counted	Not counted	Varies/partially counted <sup>13</sup>	Not counted
Indiana	Fully counted	Not counted	Not counted	Not counted	Not counted	Fully counted <sup>14</sup>	Not counted
Iowa	Fully counted	Not counted	Not counted	Fully counted	Not counted	Not counted	Varies/partially counted <sup>15</sup>
Kansas	Not counted	Not counted	Not counted	Fully counted	Not counted	Not counted	Varies/partially counted <sup>16</sup>
Kentucky	Fully counted	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted
Louisiana	NA <sup>9</sup>	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted
Maine	Fully counted	Not counted	Not counted	Not counted	Varies/partially counted <sup>17</sup>	Not counted	Not counted
Maryland	Not counted	Not counted	Not counted	Not counted	Not counted	Varies/partially counted <sup>13</sup>	Not counted

**Table 12. Treatment of Various Types of Income and Benefits when Determining Eligibility, 2011 (continued)**

State	General Assistance <sup>2</sup>	Value of Housing Assistance	LIHEAP	Foster Care Income	EITC Refunds	Non-Recurring Lump Sum Income	Non-Recurring Gifts
Massachusetts	NA <sup>9</sup>	Not counted	Not counted	Not counted	Not counted	Varies/partially counted <sup>13</sup>	Not counted
Michigan	Not counted	Not counted	Not counted	Not counted	Not counted	Fully counted <sup>18</sup>	Counted if above 30 dollars quarterly
Minnesota	Fully counted	Not counted	Not counted	Not counted	Not counted	Varies/partially counted <sup>19</sup>	Varies/partially counted <sup>20</sup>
Mississippi	Not counted	Not counted	Not counted	Not counted	Not counted	Varies/partially counted <sup>21</sup>	Not counted
Missouri	Fully counted	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted
Montana	Varies/partially counted <sup>22</sup>	Not counted	Not counted	Not counted	Not counted	Fully counted	Counted if above 50 dollars
Nebraska	Not counted	Not counted	Not counted	Not counted <sup>23</sup>	Not counted	Varies/partially counted <sup>13</sup>	Not counted
Nevada	Fully counted	Not counted	Not counted	Not counted	Not counted	Varies/partially counted <sup>24</sup>	Counted if above 30 dollars quarterly <sup>25</sup>
New Hampshire	Fully counted	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted
New Jersey	Fully counted	Not counted	Not counted	Fully counted	Fully counted	Not counted	Not counted
New Mexico	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted	Fully counted
New York	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted
North Carolina	Not counted	Varies/partially counted <sup>26</sup>	Not counted	Not counted	Not counted	Not counted	Not counted
North Dakota	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted
Ohio	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted	Fully counted <sup>27</sup>
Oklahoma	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted	Counted if above 30 dollars quarterly <sup>28</sup>
Oregon	NA <sup>29</sup>	Varies/partially counted <sup>30</sup>	Not counted	Varies/partially counted <sup>31</sup>	Not counted	Not counted	Not counted
Pennsylvania	Fully counted	Not counted	Not counted	Not counted	Not counted	Counted if above 100 dollars	Counted if above 100 dollars yearly <sup>32</sup>
Rhode Island	Fully counted	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted
South Carolina	Fully counted	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted
South Dakota	Not counted	Not counted	Not counted	Not counted	Not counted	Fully counted	Not counted
Tennessee	NA <sup>9</sup>	Not counted	Not counted	Fully counted	Not counted	Not counted	Not counted

**Table 12. Treatment of Various Types of Income and Benefits when Determining Eligibility, 2011 (continued)**

State	General Assistance <sup>2</sup>	Value of Housing Assistance	LIHEAP	Foster Care Income	EITC Refunds	Non-Recurring Lump Sum Income	Non-Recurring Gifts
Texas	Fully counted	Not counted <sup>33</sup>	Not counted	Not counted	Not counted	Fully counted	Not counted
Utah	Not counted	Not counted	Not counted	Not counted	Not counted	Varies/partially counted <sup>34</sup>	Varies/partially counted <sup>35</sup>
Vermont	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted
Virginia	Not counted	Varies/partially counted <sup>36</sup>	Varies/partially counted <sup>37</sup>	Fully counted	Not counted	Not counted	Not counted <sup>38</sup>
Washington	Fully counted	Not counted <sup>39</sup>	Not counted	Not counted	Not counted	Fully counted <sup>40</sup>	Not counted
West Virginia	Fully counted	Not counted	Not counted	Not counted	Not counted	Varies/partially counted <sup>13</sup>	Not counted <sup>41</sup>
Wisconsin	Fully counted	Not counted	Not counted	Not counted	Not counted	Varies/partially counted <sup>42</sup>	Not counted
Wyoming	Fully counted	Not counted	Not counted	Not counted	Not counted	Fully counted	Counted if above 50 dollars quarterly
American Samoa	Fully counted	--- <sup>1</sup>	--- <sup>1</sup>	Fully counted	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>
Guam	Fully counted	--- <sup>1</sup>	--- <sup>1</sup>	Fully counted	Not counted	Not counted	Fully counted
No Mariana Islands	Fully counted	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted
Puerto Rico	Not counted	Not counted	--- <sup>1</sup>	Not counted	--- <sup>1</sup>	Not counted	Not counted
Virgin Islands	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted

Source: CCDF Policies Database October 1, 2011 Data

<sup>1</sup> Information not found in state's manual.<sup>2</sup> General assistance programs are state or locally funded assistance programs for low-income families.<sup>3</sup> Federal non-cash benefits are excluded. Housing allowances or the fair market value of employer-provided housing are counted.<sup>4</sup> Money received through lottery or gambling is counted.<sup>5</sup> Public cash assistance is counted.<sup>6</sup> The following are not counted in income: scholarships for educational purposes (except funding for living costs); tax refunds; GI Bill entitlements, hardship duty pay, hazardous duty pay, hostile fire pay, or imminent danger pay; insurance or court settlements (excluding lost wages and punitive damages); reimbursements for work-related expenses; disaster relief grants or payments (except portions for rental assistance or unemployment); adoption assistance payments. The following are counted in income: bonuses; gambling or lottery winnings; survivor or retirement benefits; inheritance; portion of student grants or scholarships not identified for education purposes such as tuition, books, or supplies; insurance or court settlements for lost wages or punitive damages; capital gains defined as net proceeds from sale of property or stocks.<sup>7</sup> Foster children are a separate family unit of one. Their income does not count for the rest of the family.<sup>8</sup> Military FSSA housing assistance is fully counted. Housing assistance payments from HUD issued directly to a landlord are not counted.

- <sup>9</sup> The state does not have general assistance.
- <sup>10</sup> Assistance from another organization or agency to meet a specific need is not counted.
- <sup>11</sup> Income is not counted when determining eligibility for the foster child. Income is counted when determining eligibility for the foster parent's child.
- <sup>12</sup> Non-recurring lump sum income is not counted when it is used to pay medical bills for accidents or injuries or used to pay funeral or burial costs. Lump sum income, minus the exclusions, is counted in determining eligibility.
- <sup>13</sup> Lump sum inheritances or insurance payments are not counted. Other one time lump sum payments may be counted.
- <sup>14</sup> Lump sums received through life insurance, Social Security, inheritances, lawsuit settlements, annual employment bonuses, gambling, or lottery winnings are counted. The total lump sum is divided by 12 to calculate monthly earnings.
- <sup>15</sup> Gifts are counted if they are in the form of a cash payment, unless they are obtained and used under conditions that preclude their use for current living costs.
- <sup>16</sup> Income sources such as monetary gifts exceeding 50 dollars per month, royalties, trust fund income, or gambling winnings are counted.
- <sup>17</sup> State and local EITC payments are not excluded from income.
- <sup>18</sup> Lump-sum income, such as inheritances, insurance settlements and injury awards, are fully counted for the month they are received. With a single payment of benefits, such as veterans benefits and workers compensations, that includes both accumulated benefits and benefits intended as payment for the current month, only the current month portion should be counted as income.
- <sup>19</sup> Non-recurring lump sum income that is earmarked and used for a specific purpose is not counted. All other lump sum income is counted.
- <sup>20</sup> The income is not counted if funds are earmarked and used for a specific purpose or if funds are paid by a source other than the family directly to the family's child care provider. All other gifts are counted.
- <sup>21</sup> Bonuses are not considered for income calculation.
- <sup>22</sup> Assistance payments from other states are counted. Supportive services that are specified in a public assistance program are excluded.
- <sup>23</sup> Money received from participation in the foster grandparent program is not counted.
- <sup>24</sup> If a lump sum is provided to assist with burial, legal, medical bills, or replacement of damaged or lost possessions, any amount earmarked and used for the purpose for which it was paid is disregarded. The agency may ask for verification if expenses seem questionable.
- <sup>25</sup> Cash gifts or contributions are counted unless the gifts total 30 dollars or less in a three-month period per household member or the gift is received too irregularly to be reasonably anticipated.
- <sup>26</sup> Rental assistance provided by an organization on a regular basis is counted; subsidized housing and housing allotments paid directly to the landlord, including military housing allotments, are not counted.
- <sup>27</sup> Cash contributions received by the family from persons, organizations, or assistance agencies are fully counted.
- <sup>28</sup> Income received irregularly but in excess of 30 dollars per quarter is considered income unless it is from an excluded income source.
- <sup>29</sup> The state does not currently fund general assistance. When general assistance is funded, the payments are counted as unearned income.
- <sup>30</sup> Payments from HUD are excluded. Payments from the YouthBuild Program are counted as earned income.
- <sup>31</sup> The family unit can choose to include or exclude the foster child when determining family size. The foster care payment is counted as unearned income if the child is included in the unit; otherwise it is not counted.
- <sup>32</sup> Non-recurring cash gifts under 100 dollars per person per year are not counted.
- <sup>33</sup> Housing allowances from the military are not counted.
- <sup>34</sup> The lump sum payment of a type of income normally not counted is not counted. Insurance settlements for destroyed exempt property are not counted.

<sup>35</sup> Cash contributions from non-household members are counted. Irregular income such as donations, cash prizes, gifts, and awards are counted only if they can be reasonably anticipated in a month. Irregular income less than or equal to 30 dollars per household member per quarter year is not counted.

<sup>36</sup> Housing assistance is not counted if paid directly to the landlord. Housing assistance for military personnel is not counted if the individual is living on base and the entire assistance amount is deducted on the leave and earning statement.

<sup>37</sup> Energy assistance is not counted if the assistance is paid directly to the vendor.

<sup>38</sup> Monetary gifts for identifiable one-time occasions or normal annual occasions are disregarded.

<sup>39</sup> Corporate compensation, such as rent and living expenses, is considered countable income.

<sup>40</sup> Lump sum income is divided by 12 to get a monthly income figure and applied for the remainder of the current eligibility period.

<sup>41</sup> Monetary gifts received on an infrequent basis, such as those received on birthdays or holidays, are not counted.

<sup>42</sup> Tax refunds are excluded for determining eligibility and copayment rates. All other non-recurring income is counted in the month it is received.

**Table 13. Income Disregards when Determining Eligibility, 2011**

State	Amount of Monthly Earned Income Disregard	Amount of Child Support Paid Outside of Household that is Deducted
Alabama	0	None
Alaska	0	--- <sup>1</sup>
Arizona	0	All
Arkansas	100 dollars <sup>2</sup>	None
California	0	All
Colorado	0	All
Connecticut	0	All
Delaware	0	None
DC	0	All
Florida	0	All <sup>3</sup>
Georgia	0	None
Hawaii	0	None
Idaho	0	All
Illinois	0	All
Indiana	0	None
Iowa	0	None
Kansas	0	None
Kentucky	0	All
Louisiana	0	None
Maine	0	All
Maryland	0 <sup>4</sup>	All
Massachusetts	0	All
Michigan	0	None
Minnesota	0	All
Mississippi	0	None
Missouri	0 <sup>5</sup>	None
Montana	0	All
Nebraska	0	None
Nevada	0	All
New Hampshire	0	None
New Jersey	0	None
New Mexico	0	None
New York	0	None
North Carolina	0	All
North Dakota	0	All
Ohio	0	All
Oklahoma	0	All <sup>6</sup>
Oregon	0	None
Pennsylvania	0	All
Rhode Island	0	None
South Carolina	0	None
South Dakota	4 percent <sup>7</sup>	All
Tennessee	0	All
Texas	0	None
Utah	100 dollars	All
Vermont	0	All
Virginia	0 <sup>8</sup>	All
Washington	0	All
West Virginia	0	None

**Table 13. Income Disregards when Determining Eligibility, 2011**

State	Amount of Monthly Earned Income Disregard	Amount of Child Support Paid Outside of Household that is Deducted
Wisconsin	0	None
Wyoming	200 dollars <sup>9</sup>	None
American Samoa	0	None
Guam	--- <sup>1</sup>	--- <sup>1</sup>
No Mariana Islands	0	None
Puerto Rico	15 percent <sup>10</sup>	None
Virgin Islands	20 percent <sup>11</sup>	None

Source: CCDF Policies Database October 1, 2011 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> Each adult household member who is employed at least 30 hours per week receives a 100 dollar work-related deduction from his or her gross income to account for withholding and other mandatory work-related expenses. The only exception to this policy is an adult who is excluded from being counted in the household because of alien status.

<sup>3</sup> The applicant must have a court order and pay stubs showing that the child support is being deducted from wages or copies of checks or money orders showing child support is being paid out.

<sup>4</sup> A disregard of 5,000 dollars of a family's annual gross income per child is allowed if a minor parent is attending public school full time or if the adult with physical custody of the child is not the child's parent.

<sup>5</sup> Any monthly medical insurance premium for physician, vision, dental, or cancer insurance, medical supplement policies, or nursing care is deducted from income.

<sup>6</sup> Child support must be court-ordered.

<sup>7</sup> Gross income is adjusted with a 4 percent income disregard. Families with children with advanced special needs can receive a 20 percent income disregard, along with consideration of income at a maximum of 85 percent of the state median income.

<sup>8</sup> Earnings of less than 25 dollars per month are disregarded.

<sup>9</sup> There is a 200 dollar income disregard for each working adult whose income is used in determining eligibility.

<sup>10</sup> There is a special discount for residents of Vieques and Culebra Municipalities and a 15 percent discount for the increased cost of living for families not residing in Vieques and Culebra.

<sup>11</sup> There is an income disregard for families with children with special needs enrolled in Head Start or private centers equal to the amount of medical and rehabilitative services incurred.

**Table 14. Initial Eligibility Thresholds By Family Size: Maximum Monthly Countable Income to Initially Qualify for CCDF Subsidies, 2011 <sup>1</sup>**

State	Family Size				
	1	2	3	4	5
Alabama	NA	1594	2007	2421	2835
Alaska	NA	4250	4524	4614	5045
Arizona	1499	2023	2550	3074	3599
Arkansas	1642	2204	2480	2720	3096
California	3283	3283	3518	3908	4534
Colorado <sup>2</sup>	NA	2023	2548	3073	3598
Connecticut	2213	2894	3574	4255	4936
Delaware	1815	2452	3088	3725	4362
DC	2256	3035	3815	4594	5373
Florida <sup>3</sup>	1361	1839	2316	2794	3271
Georgia	1387	1867	2347	2827	3307
Hawaii	2431	3179	3927	4675	5423
Idaho	NA	1540	1932	2323	2715
Illinois	NA	2268	2857	3446	4035
Indiana	1153	1557	1961	2365	2770
Iowa <sup>4</sup>	1317	1778	2240	2701	3162
Kansas	NA	2268	2856	3447	4035
Kentucky <sup>5</sup>	NA	1839	2317	2794	3272
Louisiana	NA	2420	2989	3559	4128
Maine	2269	3065	3860	4656	5381
Maryland	1547	2023	2499	2975	3451
Massachusetts	NA	2835	3502	4169	4836
Michigan	1607	1607	1990	2367	2746
Minnesota <sup>6</sup>	NA	2317	2862	3408	3953
Mississippi	NA	2333	2917	3417	4000
Missouri	1212	1584	1960	2333	2704
Montana	NA	1821	2289	2756	3224
Nebraska	NA	1471	1854	2236	2617
Nevada	2315	3027	3740	4452	5164
New Hampshire	2269	3065	3861	4657	5453
New Jersey <sup>7</sup>	1815	2452	3088	3725	4362
New Mexico	NA	2452	3088	3725	4362
New York	1815	2452	3088	3725	4362
North Carolina	2209	2889	3568	4248	4928
North Dakota	NA	2023	2548	3074	3599
Ohio	NA	1533	1931	2329	2726
Oklahoma <sup>8</sup>	NA	2425	2925	3625	3625
Oregon	NA	2268	2857	3446	4035
Pennsylvania	1815	2452	3088	3725	4362
Rhode Island	NA	2207	2780	3353	3926
South Carolina	1361	1839	2316	2794	3271
South Dakota	NA	2146	2703	3260	3817
Tennessee	NA	2158	2666	3174	3682
Texas <sup>9</sup>	NA	2452	3088	3725	4362
Utah	NA	2232	2757	3282	3807
Vermont	3050	3050	3050	3674	4298
Virginia <sup>10</sup>	1670	2247	2823	3400	3976

**Table 14. Initial Eligibility Thresholds By Family Size: Maximum Monthly Countable Income to Initially Qualify for CCDF Subsidies, 2011 <sup>1</sup>**

State	Family Size				
	1	2	3	4	5
Washington	1589	2146	2702	3260	3817
West Virginia	1361	1839	2316	2794	3271
Wisconsin <sup>11</sup>	NA	2268	2857	3446	4035
Wyoming	NA	2758	3474	4191	4907
American Samoa	2431	3179	3927	4675	5423
Guam	1361	1839	2316	2794	3271
No Mariana Islands	1707	1707	1986	2921	3453
Puerto Rico	935	1179	1423	1667	1911
Virgin Islands	NA	2530	2752	2974	3197

Source: CCDF Policies Database October 1, 2011 Data

<sup>1</sup> Family size refers to the number of household members included in the unit for determining eligibility. States determine which household members are included in the unit. This table does not capture eligibility threshold differences between various eligibility groups, such as TANF recipients.

<sup>2</sup> Policies coded for Denver County. Counties may establish eligibility thresholds between 130 percent of the Federal Poverty Guidelines and 85 percent of state median income.

<sup>3</sup> Eligibility for families who are not TANF, transitional child care, or child protective services families is capped at 150 percent of the Federal Poverty Guidelines. Eligibility for TANF and transitional child care families is capped at 185 percent of the Federal Poverty Guidelines. Eligibility for child protective services families is capped at 200 percent of the Federal Poverty Guidelines.

<sup>4</sup> Families requiring care for children with special needs use a different set of eligibility thresholds. If a family has children that meet the criteria for special needs and children that do not meet the criteria for special needs, the caseworker uses both sets of thresholds to determine eligibility.

<sup>5</sup> Applicants whose state temporary assistance benefits were discontinued within 12 months of applying for child care are eligible if their income is at or below 165 percent of the Federal Poverty Guidelines.

<sup>6</sup> Initial eligibility thresholds are set at 47 percent of the state median income. These thresholds also apply to applicants for transitional care who experienced a break in eligibility between TANF child care and transitional child care.

<sup>7</sup> New families applying for Abbott Wrap-Around Child Care are eligible at higher income thresholds, with incomes up to 250 percent of the Federal Poverty Guidelines.

<sup>8</sup> Eligibility thresholds vary based on both family size and the number of children in care. These thresholds assume a family size two has one child in care, a family size three has two children in care, and a family size four or more has three or more children in care. The threshold for any family size with one child in care is 2,425 dollars per month. The threshold for any family size with two children in care is 2,925 dollars per month. The threshold for any family size with three or more children in care is 3,625 dollars per month.

<sup>9</sup> Policies coded for the Gulf Coast Region. Local boards have the authority to establish eligibility thresholds as either a percent of the Federal Poverty Guidelines or state median income, but not to exceed 85 percent of state median income.

<sup>10</sup> Policies coded for areas in Group III. Across Virginia, eligibility thresholds range from 150 to 185 percent of the Federal Poverty Guidelines.

<sup>11</sup> Families' income cannot exceed 185 percent of the Federal Poverty Guidelines, unless providing foster or kinship care (set at 200 percent of the Federal Poverty Guidelines).

**Table 15. Continuing Eligibility Thresholds By Family Size: Maximum Monthly Countable Income to Continue Receiving CCDF Subsidies, 2011 <sup>1</sup>**

State	If Thresholds Vary for Initial and Continuing Eligibility	Family Size				
		1	2	3	4	5
Alabama	Yes	NA	1839	2316	2794	3271
Alaska	No	NA	4250	4524	4614	5045
Arizona	No	1499	2023	2550	3074	3599
Arkansas	No	1642	2204	2480	2720	3096
California	No	3283	3283	3518	3908	4534
Colorado <sup>2</sup>	No	NA	2023	2548	3073	3598
Connecticut	Yes	3319	4340	5362	6383	7404
Delaware	No	1815	2452	3088	3725	4362
DC	Yes	2636	3447	4258	5070	5881
Florida	Yes	1815	2452	3088	3725	4362
Georgia	No	1387	1867	2347	2827	3307
Hawaii	No	2431	3179	3927	4675	5423
Idaho	No	NA	1540	1932	2323	2715
Illinois	No	NA	2268	2857	3446	4035
Indiana	Yes	1543	2084	2625	3166	3707
Iowa <sup>3</sup>	No	1317	1778	2240	2701	3162
Kansas	No	NA	2268	2856	3447	4035
Kentucky <sup>4</sup>	Yes	NA	2023	2549	3074	3599
Louisiana	No	NA	2420	2989	3559	4128
Maine	No	2269	3065	3860	4656	5381
Maryland	No	1547	2023	2499	2975	3451
Massachusetts	Yes	NA	4819	5953	7087	8221
Michigan	No	1607	1607	1990	2367	2746
Minnesota	Yes	NA	3303	4080	4858	5635
Mississippi	No	NA	2333	2917	3417	4000
Missouri <sup>5</sup>	Yes	1327	1734	2145	2553	2960
Montana	No	NA	1821	2289	2756	3224
Nebraska	No	NA	1471	1854	2236	2617
Nevada	No	2315	3027	3740	4452	5164
New Hampshire	No	2269	3065	3861	4657	5453
New Jersey <sup>6</sup>	Yes	2269	3065	3860	4656	5452
New Mexico	No	NA	2452	3088	3725	4362
New York	No	1815	2452	3088	3725	4362
North Carolina	No	2209	2889	3568	4248	4928
North Dakota	No	NA	2023	2548	3074	3599
Ohio	Yes	NA	2452	3090	3726	4362
Oklahoma	No	NA	2425	2925	3625	3625
Oregon	No	NA	2268	2857	3446	4035
Pennsylvania	Yes	2133	2881	3629	4377	5125
Rhode Island	No	NA	2207	2780	3353	3926
South Carolina	Yes	1588	2145	2702	3259	3816
South Dakota	No	NA	2146	2703	3260	3817
Tennessee	No	NA	2158	2666	3174	3682
Texas <sup>7</sup>	Yes	NA	3155	3898	4640	5383
Utah	Yes	NA	2789	3446	4102	4758
Vermont	No	3050	3050	3050	3674	4298
Virginia <sup>8</sup>	No	1670	2247	2823	3400	3976

**Table 15. Continuing Eligibility Thresholds By Family Size: Maximum Monthly Countable Income to Continue Receiving CCDF Subsidies, 2011 <sup>1</sup>**

State	If Thresholds Vary for Initial and Continuing Eligibility	Family Size				
		1	2	3	4	5
Washington	No	1589	2146	2702	3260	3817
West Virginia	Yes	1679	2268	2857	3446	4035
Wisconsin <sup>9</sup>	Yes	NA	2452	3088	3725	4362
Wyoming	No	NA	2758	3474	4191	4907
American Samoa	No	2431	3179	3927	4675	5423
Guam	No	1361	1839	2316	2794	3271
No Mariana Islands	No	1707	1707	1986	2921	3453
Puerto Rico	No	935	1179	1423	1667	1911
Virgin Islands	No	NA	2530	2752	2974	3197

Source: CCDF Policies Database October 1, 2011 Data

<sup>1</sup> Family size refers to the number of household members included in the unit for determining eligibility. States determine which household members are included in the unit. This table does not capture eligibility threshold differences between various eligibility groups, such as TANF recipients.

<sup>2</sup> Policies coded for Denver County. Counties may establish eligibility thresholds between 130 percent of the Federal Poverty Guidelines and 85 percent of the state median income.

<sup>3</sup> Families requiring care for children with special needs use a different set of eligibility thresholds. If a family has children that meet the criteria for special needs and children that do not meet the criteria for special needs, the caseworker uses both sets of thresholds to determine eligibility.

<sup>4</sup> Applicants whose state temporary assistance benefits were discontinued within 12 months of applying for child care are eligible if their income is at or below 165 percent of the Federal Poverty Guidelines.

<sup>5</sup> If an applicant is already receiving child care and his or her income increases to between 127 percent and 139 percent of the Federal Poverty Guidelines, he or she is classified under transitional child care. The applicant will then receive 75 percent of the calculated benefit amount. As a result of the reduced reimbursement rate, the individual may be responsible for paying the provider more than the copayment amount required by the agency.

<sup>6</sup> New families applying for Abbott Wrap-Around Child Care are eligible at higher income thresholds, with incomes up to 250 percent of the Federal Poverty Guidelines.

<sup>7</sup> Policies coded for the Gulf Coast Region. Local boards have the authority to establish eligibility thresholds as either a percent of the Federal Poverty Guidelines or state median income, but not to exceed 85 percent of state median income.

<sup>8</sup> Policies coded for areas in Group III. Across Virginia, eligibility thresholds range from 150 to 185 percent of the Federal Poverty Guidelines.

<sup>9</sup> Families' income cannot exceed 200 percent of the Federal Poverty Guidelines. If a family's income exceeds 200 percent of the Federal Poverty Guidelines for two consecutive months, the subsidy will be discontinued.

**Table 16. Assets Test, 2011**

State	Maximum Countable Assets	Exempted Value of a Vehicle
Alabama	No limit	No limit
Alaska	No limit	No limit
Arizona	No limit	No limit
Arkansas	No limit	No limit
California	No limit	No limit
Colorado	No limit	No limit
Connecticut	No limit	No limit
Delaware	No limit	No limit
DC	No limit	No limit
Florida	No limit	No limit
Georgia	No limit	No limit
Hawaii	No limit	No limit
Idaho	No limit	No limit
Illinois	No limit	No limit
Indiana	No limit	No limit
Iowa	No limit	No limit
Kansas	No limit	No limit
Kentucky	No limit	No limit
Louisiana	No limit	No limit
Maine	No limit	No limit
Maryland	No limit	No limit
Massachusetts	No limit	No limit
Michigan	No limit	No limit
Minnesota	No limit	No limit
Mississippi	No limit	No limit
Missouri	No limit	No limit
Montana	No limit	No limit
Nebraska	6,000 dollars	12,000 dollar market value of one vehicle <sup>2</sup>
Nevada	No limit	No limit
New Hampshire	No limit	No limit
New Jersey	No limit	No limit
New Mexico	No limit	No limit
New York	No limit	No limit
North Carolina	No limit	No limit
North Dakota	No limit	No limit
Ohio	No limit	No limit
Oklahoma	No limit	No limit
Oregon	No limit	No limit
Pennsylvania	No limit	No limit
Rhode Island	10,000 dollars	NA <sup>3</sup>
South Carolina	No limit	No limit
South Dakota	No limit	No limit
Tennessee	No limit	No limit
Texas	No limit	No limit
Utah	No limit	No limit
Vermont	No limit	No limit
Virginia	No limit	No limit
Washington	No limit	No limit
West Virginia	No limit	No limit
Wisconsin	No limit	No limit
Wyoming	No limit	No limit

<b>Table 16. Assets Test, 2011</b>		
State	Maximum Countable Assets	Exempted Value of a Vehicle
American Samoa	No limit	No limit
Guam	--- <sup>1</sup>	--- <sup>1</sup>
No Mariana Islands	No limit	No limit
Puerto Rico	--- <sup>1</sup>	--- <sup>1</sup>
Virgin Islands	No limit	No limit

Source: CCDF Policies Database October 1, 2011 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> The limit applies to the family's first motor vehicle or the vehicle with the greatest fair market value.

<sup>3</sup> Only liquid assets are counted for the assets test.

### **III. APPLICATION, REDETERMINATION, TERMS OF AUTHORIZATION, AND WAITING LISTS**

Each CCDF program includes procedures governing how families apply for and retain subsidies, how the amount of child care (number of hours) is established, and how eligible applicants are prioritized for services when the number of eligible applicants exceeds the number of subsidies that the program can provide.

#### ***Application, Redetermination, and Terms of Authorization***

Families who wish to obtain CCDF-funded child care subsidies go through an application process as established by each program. Many States/Territories require applications to be completed during an in-person interview, whereas some States/Territories mainly use telephone communication or call centers to process applicants. The application process may include providing documents that verify certain items of information. If a family is found eligible, the program establishes the “terms of authorization” based on the parents’ activities; the terms of authorization may be affected by policies that place a maximum on total hours of child care.

Eligibility must generally be redetermined at specified intervals; within those intervals, many States/Territories require families to report significant changes that might affect their eligibility or copayment. All of these aspects of policy, including applications, verification, and redetermination vary across CCDF programs.

#### Application Procedures (Table 17)

Table 17 captures two aspects of each program’s application process: the methods by which a family may apply for a child care subsidy and the timeframe within which an applicant is notified of his or her eligibility status and subsidy level. Findings from the 2011 table include:

- Every State/Territory gives potential clients the option of applying for child care subsidies in-person, and 13 States/Territories require that all applications be processed in-person.
- Applications can be submitted via e-mail or through an internet-based system in 22 States/Territories.
- States/Territories vary on how quickly they require applicants to be processed, with Indiana and the Virgin Islands notifying clients at the time of the application interview, and States such as Michigan, New Jersey, New York, and Oregon allowing up to 45 days. Many States/Territories commit to notifying applicants within 30 days.

The full Database covers other aspects of programs' application procedures, including the amount of time between a determination of eligibility and the point that coverage begins, and whether the subsidy may apply retroactively beginning on the date of application.

### Information that Must be Verified with Documentation when Applying for CCDF Subsidies (Table 18)

States/Territories take different approaches to determining the validity of the information provided by the applicant. While some States/Territories require specific forms of documentation to verify certain eligibility criteria, others require only the applicant's signature attesting to the accuracy of the information. For example, many States/Territories do not require separate documentation of family composition; however, the applicant must sign a document stating, under penalty of law, that the list of household members is complete. For purposes of the CCDF Policies Database, "verification" is defined as a requirement for a separate item of documentation.

Table 18 indicates whether any additional documentation is required for each of six items of information: the identity of the applicant, the applicant's household composition, the applicant's relationship to the child(ren) needing care, the employment status of the applicant, the applicant's household income, and the immunization records of the child(ren) needing care. Findings from the 2011 table include:

- Every State/Territory requires applicants to provide proof of income and almost every State/Territory requires verification of employment. Some States/Territories do not require verification for applicants receiving benefits from another program such as TANF.
- A majority of States/Territories require verification of the applicant's identity as well as his or her relationship to the children in need of care.
- Approximately half of the States/Territories require verification of household composition.
- Approximately one quarter of the States/Territories require verification of immunization status in at least some circumstances. (Most States/Territories do not require verification of child immunization records at application because this information is collected by child care providers.)

The full Database captures additional details on the types of information that must be verified (self-employment earnings, proof of residency of the child, and so on). The Database does not attempt to capture the types of documentation that are considered acceptable by each State/Territory, due to the wide variation in policies and the use of many State/Territory-specific documents.

## Redetermination Requirements and Exemptions (Tables 19 and 20)

Recipients of child care subsidies receive assistance for a set period of time, often called an eligibility period or a benefit period. After that period, the family's eligibility and subsidy level must generally be redetermined. Redetermination policies vary by State/Territory and sometimes vary according to a family's particular circumstances or eligibility group. For instance, a State/Territory may have a 12-month redetermination period for most clients but require that child protective services cases be reassessed after six months. Some eligibility groups may be categorically exempt from the redetermination process. For example, in some States/Territories, families receiving TANF benefits may remain eligible for CCDF as long as they are participating in the TANF program. There may also be variation in the eligibility period within a State; in some States, a locality might be allowed to redetermine eligibility sooner than required by the State.

Table 19 displays three key redetermination requirement policies: the length of the redetermination (eligibility) period, if new documentation is required during redetermination (even if nothing has changed), and the minimum length of time between the point that a family is notified of an adverse change in the subsidy and the point that the change is implemented. Findings from the 2011 table include:

- Just over half of the CCDF programs use a redetermination (eligibility) period of six months for most families. The remaining States/Territories have a redetermination period of 12 months for most families, with the exception of Oregon (eight months) and Texas, where redetermination periods vary at the local level.
- All programs but Guam require new documentation during the redetermination process. (Table 16 describes some of the policies concerning which items must be documented.)
- There is wide variation across programs concerning the length of time prior to an adverse change that a family must be notified of the change, from one day in Utah to 30 days in Maine and the Virgin Islands. A few States/Territories have no specific notification requirement.

Policies regarding notification often differ depending on the type of change – whether it is an increase in benefits or a decrease or termination of benefits. For instance, a State/Territory may require that families be notified at least 10 days prior to an increase in the copayment, but not have any explicit requirement for notification prior to a decrease in the copayment. Additional detail on the variation in notification requirements can be found in the table footnotes.

As in many other areas of child care subsidy policy, procedures may differ for different categories of families. For instance, redetermination policies may vary for students or for individuals whose hours of work are unpredictable. The table footnotes capture some of these policy details.

Some CCDF programs exempt some families from redetermination, based on their involvement with another service or program. Table 20 examines exemptions for families receiving TANF or SNAP benefits, families with foster children, or families involved with child protective services. Findings from the 2011 table include:

- Most States/Territories do not exempt any families from redetermination.
- Families receiving TANF benefits are the most likely of these groups to be exempt from redetermination. Three States/Territories exempt families from redetermination as long as they are enrolled in TANF.
- No programs exempt SNAP families or families receiving care for a foster child from redetermination, and two programs exempt families involved with the child protective services system.

#### Reporting Changes in Income, Employment, or Family Circumstances (Table 21)

In addition to requiring eligibility and subsidy amounts to be redetermined at regular intervals, most CCDF programs require participants to report certain changes, such as changes in hours of work or hourly wage, as they occur. Participants failing to report changes as required may suffer sanctions or interruptions in child care subsidy benefits. Table 21 shows the number of days within which a subsidized family is expected to report key changes to the program. The table also shows the requirements for reporting specific types of changes, including changes in employment, income, and household composition. Findings from the 2011 table include:

- The majority of CCDF programs require families to report key changes within 10 days.
- All but two States/Territories require changes in employment to be reported.
- Only five States/Territories do not require families to report changes in income. Thirty-six States/Territories require all changes in income to be reported, while eight States/Territories only require changes over a certain dollar amount to be reported.
- Every State/Territory requires families to report changes in household composition.

Additional information related to these policies, including additional types of changes that must be reported, and whether a full redetermination is required when certain changes are reported, is available in the full Database.

#### Terms of Authorization (Table 22)

Families that are determined eligible to receive child care benefits are authorized to use child care for certain activities, for a certain number of hours. Some States/Territories have general maximum hours of care policies that limit the amount of care any individual can receive in a given period of time. Table 22 captures the policies

for maximum hours of care and variations for parents working part time. Findings from 2011 include:

- Seventeen States/Territories have policies for maximum hours of care that can be paid through the subsidy program.
- Of the States/Territories that utilize a maximum hours of care policy, one State (Massachusetts) has a different policy for part-time workers (maximum of 30 hours of care).

The full Database captures additional information on how States/Territories determine the allowable hours of child care, such as the treatment of travel time to and from work, sleep time for participants who work overnight shifts, study hours for students, and whether care is authorized during breaks from a school program. States/Territories may also place time limits on the amount of care a family can receive for a particular activity in a given period of time.

#### Changes in Application, Verification, and Authorization Policies from 2010 to 2011

A small number of States/Territories made changes from 2010 to 2011 in their policies regarding applications, verification, redetermination, and reporting requirements. Four States/Territories added options for submitting an application online in 2011. Idaho was the only State/Territory to change its notification requirement, from not requiring notification of eligibility within a specified time frame in 2010 to requiring families to be notified of eligibility within 30 days in 2011. Policies for verifying an applicant's identity, relationship to child, and employment remained the same in all but one State/Territory. In 2010, North Dakota did not require verification of an applicant's identity, relationship to the child in need of care, or employment, but the State did require applicants to verify this information in 2011.

Three States/Territories saw changes in their policies for the length of the redetermination period. In Colorado, the redetermination period increased from 6 months in 2010 to 12 months in 2011, and in Connecticut, it increased from 6 months to 8 months. In Oklahoma, the redetermination period decreased from 12 months in 2010 to 6 months in 2011.

In Illinois and South Dakota, the reporting requirement was increased from 5 days in 2010 to 10 days in 2011, while in Virginia the requirement was decreased from 10 days in 2010 to 5 days in 2011. In 2010 Colorado required all changes to be reported within 10 days, while in 2011 the policy for when changes had to be reported varied depending on the nature of the change. In contrast, North Dakota had a more uniform policy of 10 days in 2011 compared to 2010 when changes were reported by the tenth day of the month following the month during which the change took place. North Dakota's policy for reporting different types of changes was also simplified, with families required to report changes in employment and income in 2010, but not in 2011. Additional changes from 2010 to 2011 include Virginia requiring families to report changes in

employment in 2011 but not in 2010 and Washington requiring families to report all changes in income in 2010 and only requiring income changes that would make a family ineligible for the subsidy to be reported in 2011.

## ***Priority Groups and Waiting Lists***

CCDF subsidies are not a guaranteed benefit. It is possible that more families will apply for and be found eligible for the CCDF-funded subsidy program in a particular State/Territory than can be subsidized with the State's/Territory's available funds. States/Territories may establish priority groups among eligible families and may use waiting lists for families who cannot be served immediately.

### Priority Policies for Different Groups (Tables 23 and 24)

Tables 23 and 24 describe if and how States/Territories give priority to certain groups of applicants. The categories of applicants covered in Table 23 are families with children with special needs, families with very low income, families who receive TANF, families who are transitioning off TANF benefits, families who are at risk of becoming dependent on TANF, and families with children under child protective services. Table 23 also provides the States'/Territories' definition of families with very low income. The categories of applicants covered in Table 24 are families with foster care children, families with children in Head Start, families with children in publicly-funded pre-k, homeless families, teen parent families, families with teen parents in school, and military families. For each group of families, the tables indicate whether that group is treated the same as all other families, whether that group has priority (but without a guarantee of a subsidy when funds are limited), or whether that group of families is guaranteed a subsidy. Findings from the 2011 tables include:

- Twenty-two States/Territories guarantee subsidies for all families enrolled in TANF under their CCDF-funded program. Even more States/Territories guarantee subsidies for TANF families if they are participating in the State's/Territory's TANF work program. (As mentioned earlier, it is important to note that States/Territories may serve TANF families through a child care program other than the CCDF-funded program covered in this Book of Tables.)
- Families transitioning off TANF are guaranteed subsidies in 18 States/Territories. There is almost always a time limit associated with this type of transitional child care.
- Ohio is the only State that guarantees subsidies for families at risk of becoming dependent on TANF. Five other States/Territories give priority to these families but do not guarantee subsidies.
- Children in Head Start are given priority in South Carolina and Virginia. Subsidies are guaranteed for these families in Virginia. No States/Territories give priority for children enrolled in publicly-funded pre-kindergarten.

- Five States/Territories guarantee subsidies for teen parents in school; only the Virgin Islands guarantees subsidies for all teen parents.

The overall Database provides more detail about priority policies, including information on how States/Territories rank their priority groups.

### Waiting List Policies (Table 25)

Table 25 describes if and how each State/Territory utilizes a waiting list. Some States/Territories use waiting lists consistently, while others only use waiting lists when full funding for all eligible families is not available. If a State/Territory has written waiting list policies for use when full funding is not available, the State/Territory is coded as using a waiting list, even if the waiting list is not currently in use. Some States/Territories maintain a State/Territory-wide list while others maintain waiting lists at a sub-state or local level. States/Territories may have specific policies for when waiting lists must be reviewed to see which families are still in need of care and/or are still eligible for care. Additionally, some States/Territories require agency staff to notify families of their status on the waiting list periodically. Other States/Territories only contact families once a subsidy becomes available. Still other States/Territories may require the families to check in periodically in order to remain on the waiting list. Findings from the 2011 table include:

- Roughly two-thirds of the States/Territories have established waiting list policies.
- Of the States/Territories with waiting list policies, half use sub-state/local area lists and half use a statewide list.
- Most States/Territories do not require the child care agency to notify families of their status on the waiting list until a child care space becomes available.

Waiting list policies are closely connected to priority policies in that groups who are guaranteed subsidies receive child care benefits regardless of funding issues and are not subject to the waiting list. Additionally, some States/Territories place families with higher priority higher up on the waiting list so that they may receive subsidies sooner than families who are not in a priority group.

### Changes in Priority and Waiting List Policies from 2010 to 2011

Priority policies saw little change from 2010 to 2011, with variations in only two States. In Virginia, children with special needs, children with CPS cases, homeless children, teen parents, and teen parents in school were treated the same as other CCDF-eligible children in 2010. In 2011, the State gave these groups priority over other children. In Washington children in families with income at or below 82 percent of the Federal Poverty Guidelines were given priority over other children in 2010, but not in 2011. Alternatively teen parents in school were not given priority in Washington in 2010, but they were given priority in 2011.

Written policies for establishing and maintaining a waiting list remained the same from 2010 to 2011 in all but two States/Territories. In both California and Georgia, policies in 2010 outlined the use of a waiting list at the sub-state level. In 2011, these States no longer had policies in place for maintaining a waiting list. In both years, roughly two-thirds of the States/Territories had policies for establishing a waiting list.

**Table 17. Application Procedures, 2011 <sup>2</sup>**

State	Method for Submitting Application	Within How Many Days Applicant Must Be Notified of Eligibility After Submitting the Application
Alabama	In-person <sup>3</sup>	30
Alaska	In-person	30
Arizona	In-person, mail, fax, email <sup>4</sup>	30
Arkansas	--- <sup>1</sup>	7 <sup>5</sup>
California	In-person	30
Colorado	In-person, mail, online	15
Connecticut	In-person, mail	30
Delaware	In-person, mail, fax, online	30
DC	In-person	30
Florida	In-person, mail, fax, email, online, phone	Other <sup>6</sup>
Georgia	In-person, mail, fax, email, online, phone	30 <sup>7</sup>
Hawaii	In-person, mail <sup>8</sup>	10 <sup>9</sup>
Idaho	In-person, mail, fax	30
Illinois	In-person, mail, fax	30 <sup>10</sup>
Indiana	In-person	Other <sup>11</sup>
Iowa	In-person, mail, online	30 <sup>12</sup>
Kansas	In-person, mail, fax, online	30
Kentucky	In-person <sup>13</sup>	30
Louisiana	In-person, mail, fax, email, online	30
Maine	In-person, mail	30
Maryland	In-person, mail	30
Massachusetts	In-person, mail, fax	Other <sup>14</sup>
Michigan	In-person, mail, fax	45
Minnesota	In-person, mail	30 <sup>15</sup>
Mississippi	In-person, mail	14
Missouri	In-person, mail	15
Montana	In-person, mail, fax	30
Nebraska	In-person, mail, fax, email, online	30 <sup>16</sup>
Nevada	In-person, mail, fax	30
New Hampshire	In-person	30
New Jersey	In-person, mail	45
New Mexico	In-person, mail	14 <sup>17</sup>
New York	In-person, mail	45 <sup>18</sup>
North Carolina	In-person, mail	30
North Dakota	In-person, mail, fax, email, online	15 <sup>19</sup>
Ohio	In-person, mail, fax, email, online	30
Oklahoma	In-person, mail, fax, email	Other <sup>20</sup>
Oregon	In-person, mail, online <sup>21</sup>	45
Pennsylvania	In-person, mail, fax, online	30
Rhode Island	In-person	Other <sup>22</sup>
South Carolina	In-person, mail, fax, email	15 <sup>23</sup>
South Dakota	In-person, mail, fax, email, online	10 <sup>24</sup>
Tennessee	In-person, mail, fax, online <sup>25</sup>	15 <sup>26</sup>
Texas	In-person, mail, fax, email, online	20

**Table 17. Application Procedures, 2011 <sup>2</sup>**

State	Method for Submitting Application	Within How Many Days Applicant Must Be Notified of Eligibility After Submitting the Application
Utah	In-person, mail, fax, online	30
Vermont	In-person, mail, fax	--- <sup>1</sup>
Virginia	In-person, mail, fax, online	30
Washington	In-person, mail, fax, online, phone <sup>27</sup>	30
West Virginia	In-person	13 <sup>28</sup>
Wisconsin	In-person, mail, fax, online	9 <sup>29</sup>
Wyoming	In-person, mail, fax	30
American Samoa	In-person	10 <sup>30</sup>
Guam	In-person, mail	10 <sup>31</sup>
No Mariana Islands	In-person	15
Puerto Rico	In-person	30
Virgin Islands	In-person	Other <sup>32</sup>

Source: CCDF Policies Database October 1, 2011 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> Policies for initial application procedures are captured. Policies for submitting information during the redetermination process are not included.

<sup>3</sup> Families enrolled in TANF work programs, families with members in protective services, and families with members in foster care may use a written referral from the appropriate department.

<sup>4</sup> No face-to-face interview is required if the information needed for determining eligibility is already on file with the department or if the required information can be obtained through another method.

<sup>5</sup> Once all required information has been received, the state has seven days to either deny the application or approve the family for benefits.

<sup>6</sup> This policy is decided at the local level. However, TANF and child protective services cases are required to have action taken within 10 days.

<sup>7</sup> The caseworker has 30 calendar days to determine eligibility beginning the day after the interview.

<sup>8</sup> The initial application must be submitted in writing.

<sup>9</sup> The agency must give timely notice of 10 days when the application is denied.

<sup>10</sup> All applicants must receive either an approval, denial, or request for more information form within 30 calendar days from the date the application is received.

<sup>11</sup> The applicant is notified at the time of the appointment.

<sup>12</sup> If the application is denied for failure to provide requested information, the applicant is entitled to a 14-day grace period to supply the missing information and have eligibility determined without having to file a new application.

<sup>13</sup> The applicant may submit the form indicating he or she intends to apply for child care services by mail, but the applicant must meet with the caseworker in order to complete the application. If the applicant is physically unable to complete an in person interview, he or she may designate a representative to complete the application process. CPS cases and participants in the state's transitional assistance program who are working, in a work program, or teen parents attending high school or GED classes apply through a different department and are not required to complete the interview.

<sup>14</sup> Applicants must be notified within 10 days if the application is denied, but there is no requirement for when applicants must be notified if the application is approved.

<sup>15</sup> The response time can be extended 15 days with the applicant's consent.

<sup>16</sup> The caseworker must take action on the application within 30 days of receipt of the application, and a notice of action must be sent to the applicant.

<sup>17</sup> The applicant is notified immediately if he or she submits all required documentation at the time of application. Otherwise, the applicant is given 14 days to submit documentation and then notified of eligibility.

- <sup>18</sup> Eligibility decisions must be made within 30 calendar days from the date of application, and a written notice must be sent to the family within 15 calendar days of the eligibility decision.
- <sup>19</sup> The application must be acted upon within 15 days unless there are extenuating circumstances, such as an applicant waiting for a provider to become licensed.
- <sup>20</sup> The worker must determine eligibility within two working days of completing an interview and receiving all verification.
- <sup>21</sup> For clients transitioning from TANF, the application for child care assistance can be made by a phone call or office visit by either the worker or the client, a notice returned by the client by mail, or any other method that results in enough information to determine eligibility and benefit level. If the family is applying for SNAP and employment related day care together, the online SNAP application may be used.
- <sup>22</sup> Applicants receive timely notice. The application must be completed within 30 days.
- <sup>23</sup> The caseworker must make every effort to enter the application into the child care database within 15 calendar days of receiving the complete application. Once the applicant is in the database, an eligibility letter is sent to the client.
- <sup>24</sup> Eligibility is determined within 10 days and then a written notice is sent to the family.
- <sup>25</sup> The online option for submitting the application is available if the individual is applying for TANF and child care.
- <sup>26</sup> Teen parent applications must be processed within 10 days.
- <sup>27</sup> Applicants may apply by telephone through the state's call center.
- <sup>28</sup> Applicants receive an eligibility decision during in-person application if they have provided all requested information. If additional information is needed, it must be provided to the caseworker and eligibility must be determined within 13 days.
- <sup>29</sup> The agency must determine eligibility within seven days and the client must be issued a child care authorization within two business days after eligibility is determined. If the client has not selected an approved provider, the authorization may be delayed.
- <sup>30</sup> Eligibility determination must be made within 10 days and the applicant must be given notice, either hand delivered or mailed.
- <sup>31</sup> Eligibility is determined within 10 work days.
- <sup>32</sup> Applicants make an appointment to submit paperwork and complete the application process. Eligibility is determined during that appointment.

**Table 18. Information that Must be Verified with Documentation When Applying for CCDF Subsidies, 2011<sup>2</sup>**

State	Applicant Identity	Household Composition	Applicant's Relationship to Child	Employment	Income	Child's Immunization Record <sup>3</sup>
Alabama	Yes	Yes	Yes	Yes	Yes	No
Alaska	Yes	Yes	Yes	Yes	Yes	No
Arizona	Yes <sup>4</sup>	No	Varies <sup>5</sup>	Yes	Yes <sup>6</sup>	No
Arkansas	No <sup>7</sup>	Yes	Yes	Yes	Yes <sup>8</sup>	No
California	No	Yes	Yes	Yes	Yes <sup>9</sup>	Varies <sup>10</sup>
Colorado	Yes	No	Yes	Yes	Yes <sup>11</sup>	Varies <sup>12</sup>
Connecticut	Yes <sup>13</sup>	No <sup>14</sup>	No <sup>14</sup>	Yes	Yes	No <sup>15</sup>
Delaware	No	No	No	Yes	Yes	No
DC	Yes	Yes	Yes	Yes	Yes	Yes
Florida	Yes	No <sup>16</sup>	No <sup>16</sup>	Yes	Yes	Yes <sup>17</sup>
Georgia	Yes	Yes	Yes	Yes	Yes	Varies <sup>18</sup>
Hawaii	Yes	Yes	Yes	No	Yes	No
Idaho	No	No	No	Yes	Yes	Yes
Illinois	Yes	Yes	Yes	Yes	Yes	No
Indiana	Yes	Yes <sup>19</sup>	Varies <sup>20</sup>	Yes	Yes	No
Iowa	No <sup>16</sup>	No <sup>16</sup>	No <sup>16</sup>	Yes	Yes <sup>21</sup>	No
Kansas	No	No <sup>16</sup>	No	Yes	Yes	No
Kentucky	Yes	Yes	Yes	Yes	Yes	Varies <sup>22</sup>
Louisiana	No	No <sup>16</sup>	No	Yes	Yes	Yes
Maine	Yes	No	No	No	Yes	No
Maryland	No	No	No	Yes	Yes	Yes
Massachusetts	Yes	No	Yes	Yes	Yes	No
Michigan	Yes	No <sup>16</sup>	No <sup>16</sup>	Yes	Yes	No
Minnesota	Yes	No <sup>23</sup>	Yes	Yes	Yes	No
Mississippi	Yes	Yes	Yes	Yes	Yes	No
Missouri	Yes	Yes	Yes	Yes	Yes	Yes
Montana	Yes	Yes	Yes	Yes	Yes	No
Nebraska	No <sup>16</sup>	No <sup>16</sup>	No <sup>16</sup>	Yes	Yes <sup>24</sup>	No
Nevada	Yes	No <sup>16</sup>	Yes	Yes	Yes <sup>25</sup>	No
New Hampshire	Yes	Yes	Yes	Yes	Yes	No
New Jersey	Yes	No	Yes	Yes	Yes	No
New Mexico	Yes	Yes	Yes	Yes	Yes	No

**Table 18. Information that Must be Verified with Documentation When Applying for CCDF Subsidies, 2011 <sup>2</sup>**

State	Applicant Identity	Household Composition	Applicant's Relationship to Child	Employment	Income	Child's Immunization Record <sup>3</sup>
New York	Yes	Yes	Yes	Yes <sup>26</sup>	Yes	No
North Carolina	No	No	No	No	Yes	No
North Dakota	Yes	Yes	Yes	Yes	Yes	No
Ohio	No	No	No	Yes	Yes	No
Oklahoma	Yes	No <sup>16</sup>	No	Yes	Yes <sup>27</sup>	No
Oregon	No <sup>28</sup>	No <sup>28</sup>	No <sup>28</sup>	Yes	Yes	No <sup>28</sup>
Pennsylvania	Yes	Yes	Yes	Yes	Yes	No
Rhode Island	--- <sup>1</sup>	--- <sup>1</sup>	Yes	Yes	Yes	--- <sup>1</sup>
South Carolina	No	No	No	Yes	Yes	No
South Dakota	No	No	Varies <sup>29</sup>	Yes	Yes	No
Tennessee	No	Yes	Yes	Yes	Yes	Varies <sup>30</sup>
Texas	Yes	Yes	Yes	Yes	Yes	No
Utah	Yes	No <sup>16</sup>	Yes	Yes	Yes	No
Vermont	No	No	Varies <sup>31</sup>	Yes	Yes	No
Virginia	No	No	No	Yes	Yes <sup>32</sup>	Varies <sup>33</sup>
Washington	Yes	No	Yes	Yes	Yes	No
West Virginia	Yes	No <sup>16</sup>	No	Yes	Yes	No
Wisconsin	Yes	Yes	Yes	Yes	Yes	No
Wyoming	Yes	No	Yes	Yes	Yes	No
American Samoa	Yes	Yes	Yes	Yes	Yes	Yes
Guam	Yes	Yes	No	Yes	Yes	No
No Mariana Islands	Yes	Yes	Yes	Yes	Yes	No
Puerto Rico	Yes	Yes	Varies <sup>34</sup>	Varies <sup>35</sup>	Yes	Yes
Virgin Islands	No	No	Varies <sup>36</sup>	Yes	Yes	Yes

Source: CCDF Policies Database October 1, 2011 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> When the applicant is required to submit documentation, it is counted as verification. If the applicant is only required to make a verbal statement, it is not counted as verification for the purposes of the CCDF Policies Database.

<sup>3</sup> This variable captures whether information must be verified with the lead agency at the time of application. In many cases, the provider is required to maintain immunization records. While not captured here, this information can be found in the full database detail.

<sup>4</sup> Applicants with current or prior cash assistance cases or food stamp cases are exempt from identification verification since their information is already in the system.

- <sup>5</sup> Verification is not required for natural, step, or adoptive parents.
- <sup>6</sup> Applicants who have an open cash assistance, food stamp, or medical assistance case in the system are not required to provide documentation.
- <sup>7</sup> While not required for eligibility, the agency attempts to verify a valid Social Security Number for every household member for identification purposes.
- <sup>8</sup> If the family has an open TANF or SNAP case, the state has the option of using income information available from the state information system, unless it is over 30 days old, or re-verifying income information.
- <sup>9</sup> Families with children who are eligible for reasons other than income, such as being homeless, at risk of abuse or neglect, or receiving cash aid, may not be required to verify income.
- <sup>10</sup> Documentation of immunization records is not required for children receiving services in licensed facilities or in public or private elementary schools.
- <sup>11</sup> Applicants must submit written verification of all earned and unearned income. Verbal attestation can be provided at the time of application, but written verification must be submitted within 30 days.
- <sup>12</sup> Verification must be provided to either the child care provider or the county, as required by the county policy.
- <sup>13</sup> A condition is considered verified when the available evidence indicates that it is more likely to be true than not. The department will not deny assistance, discontinue a family's benefits, or reduce a family's benefits if the parent can establish good cause for not providing the requested verification.
- <sup>14</sup> The agency may require verification if the caseworker has reason to believe the client provided incorrect information. A condition is considered verified when the available evidence indicates that it is more likely to be true than not. The department will not deny assistance, discontinue a family's benefits, or reduce a family's benefits if the parent can establish good cause for not providing the requested verification.
- <sup>15</sup> The agency may require verification if the child is in unregulated care and the caseworker has reason to believe the client provided incorrect information. A condition is considered verified when the available evidence indicates that it is more likely to be true than not. The department will not deny assistance, discontinue a family's benefits, or reduce a family's benefits if the parent can establish good cause for not providing the requested verification.
- <sup>16</sup> The agency may require verification if the caseworker has reason to believe the client provided incorrect information.
- <sup>17</sup> Service may be terminated if a child's medical records are not up to date.
- <sup>18</sup> Immunizations must be verified for children in regulated child care settings, children in public school settings, or children who receive TANF benefits.
- <sup>19</sup> Documentation to verify the identity of other children and adult members in the unit is required.
- <sup>20</sup> The relationship to the child does not have to be verified, except for foster parents applying for care for a foster child.
- <sup>21</sup> Applicants receiving protective child care services, participating in the TANF work program, or receiving TANF are not required to verify income.
- <sup>22</sup> Documentation is not required if the child is currently attending a licensed child care center, certified child care home, public school, Head Start, or other type of care that requires proof of immunization for enrollment.
- <sup>23</sup> With the exception of the parental relationship, household composition does not need to be verified unless questionable.
- <sup>24</sup> A declaration from the client is acceptable regarding unearned income, unless the client has a history of program abuse.
- <sup>25</sup> TANF cash assistance case referrals from the department do not have to verify income. The income statement on the referral form is accepted.
- <sup>26</sup> Policy coded for New York City.
- <sup>27</sup> Income is not verified for caretakers who are not legally and financially responsible for the child. Adopted families do not have to verify income when the child was adopted through the state's department of human services or a federally recognized Indian tribe by the parent who is applying for benefits, the parent has an adoption assistance agreement, both the adoptive parent and child reside in the state, the child is age five or younger, and need for care is for employment only.
- <sup>28</sup> Anything questionable that affects eligibility or benefit level must be verified.
- <sup>29</sup> Applicants who have accepted parental control of the children must provide documentation.
- <sup>30</sup> Documentation is not required for children placed in regulated care since licensed providers are required to document child immunizations.

<sup>31</sup> If the applicant is not the biological, adoptive, or foster parent of the child for whom he or she is requesting a child care subsidy, it must be verified through court documentation that the applicant is the legal guardian.

<sup>32</sup> The local agency should accept a parent's written statement that he or she has no income unless there is reason to doubt the statement.

<sup>33</sup> If the child is already enrolled in another program that requires immunization records, the documentation does not have to be verified.

<sup>34</sup> In cases where a family has agreed to relinquish custody of a minor to another family or individual, evidence of permanent or temporary custody issued by a court or the department for children and families is required.

<sup>35</sup> Documentation is only required to verify work hours for self-employed applicants.

<sup>36</sup> Applicants who are foster parents are required to have a letter documenting that they are the foster parent.

**Table 19. Redetermination Requirements, 2011**

State	Redetermination Period (in months) <sup>2</sup>	If New Documentation is Required During Redetermination	Number of Days that Individuals Will Be Notified Prior to an Adverse Subsidy Change
Alabama	6	Yes	10 <sup>3</sup>
Alaska	6	Yes <sup>4</sup>	NA <sup>5</sup>
Arizona	6	Yes	10 <sup>6</sup>
Arkansas	6 <sup>7</sup>	Yes	10
California	12 <sup>8</sup>	Yes	14 <sup>9</sup>
Colorado	12	Yes <sup>10</sup>	11
Connecticut	8	Yes	10
Delaware	12 <sup>11</sup>	Yes	10
DC	12	Yes	15
Florida	12 <sup>12</sup>	Yes	10 <sup>13</sup>
Georgia	12	Yes	12 <sup>14</sup>
Hawaii	6	Yes	10 <sup>15</sup>
Idaho	6 <sup>16</sup>	Yes	NA <sup>5</sup>
Illinois	6 <sup>17</sup>	Yes	10 <sup>18</sup>
Indiana	6	Yes	10 <sup>19</sup>
Iowa	6	Yes	10
Kansas	12	Yes	10
Kentucky	12	Yes	10 <sup>20</sup>
Louisiana	12	Yes	5 <sup>21</sup>
Maine	12 <sup>22</sup>	Yes	30
Maryland	12	Yes	5 <sup>23</sup>
Massachusetts	12 <sup>24</sup>	Yes	14
Michigan	12 <sup>25</sup>	Yes <sup>26</sup>	11 <sup>27</sup>
Minnesota	6 <sup>28</sup>	Yes	15
Mississippi	6 <sup>29</sup>	Yes	14
Missouri	12	Yes	Other <sup>30</sup>
Montana	6 <sup>31</sup>	Yes	10 <sup>32</sup>
Nebraska	12	Yes <sup>33</sup>	10 <sup>34</sup>
Nevada	6	Yes	10
New Hampshire	6	Yes	10 <sup>35</sup>
New Jersey	12	Yes	10
New Mexico	12 <sup>36</sup>	Yes	14
New York	12	Yes	10 <sup>37</sup>
North Carolina	12	Yes <sup>38</sup>	10
North Dakota	6	Yes	Other <sup>39</sup>
Ohio	12	Yes	15 <sup>40</sup>
Oklahoma	6 <sup>41</sup>	Yes	10 <sup>13</sup>
Oregon	6 <sup>42</sup>	Yes	10 <sup>13</sup>
Pennsylvania	6	Yes	10
Rhode Island	6 <sup>43</sup>	Yes	10 <sup>44</sup>
South Carolina	12	Yes	10
South Dakota	6 <sup>45</sup>	Yes	Other <sup>46</sup>

**Table 19. Redetermination Requirements, 2011**

State	Redetermination Period (in months) <sup>2</sup>	If New Documentation is Required During Redetermination	Number of Days that Individuals Will Be Notified Prior to an Adverse Subsidy Change
Tennessee	6	Yes	10 <sup>13</sup>
Texas	Varies <sup>47</sup>	Yes	15
Utah	6	Yes	1 <sup>48</sup>
Vermont	12	Yes	--- <sup>1</sup>
Virginia	12	Yes <sup>49</sup>	10
Washington	6 <sup>50</sup>	Yes	10
West Virginia	6	Yes	13 <sup>51</sup>
Wisconsin	6 <sup>52</sup>	Yes	Other <sup>53</sup>
Wyoming	6	Yes	Other <sup>54</sup>
American Samoa	6	Yes	--- <sup>1</sup>
Guam	12	No <sup>55</sup>	--- <sup>1</sup>
No Mariana Islands	6	Yes	10
Puerto Rico	12	--- <sup>1</sup>	10
Virgin Islands	6	Yes	30 <sup>56</sup>

Source: CCDF Policies Database October 1, 2011 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> The redetermination period is how often the family's eligibility must be reviewed in order to continue receiving care.

<sup>3</sup> Individuals will be notified within 10 days unless advance notification requirements do not apply or a parent signs a written statement waiving the right to an advance notice.

<sup>4</sup> Families seeking to continue participation past their initial child care authorization period must complete a new application and an update interview, either in person or by telephone, at the end of their eligibility period.

<sup>5</sup> There is no requirement for notification.

<sup>6</sup> An advance notice of 10 days is required if the family will have an increase in its copayment. The change is effective the first day of the month following the expiration of the 10-day notice. If the family will have a decrease in its copayment, adequate notice is required, but a 10-day advance notice is not required.

<sup>7</sup> Students must complete the redetermination process before the start of each new school semester.

<sup>8</sup> If employment hours are unpredictable, redetermination must take place at least every four months. If a child is receiving care due to risk of abuse, neglect, or exploitation, eligibility is limited to three months, at which point the family must be redetermined eligible under a different need criteria.

<sup>9</sup> If notification is mailed, the number of days is extended to 19 days.

<sup>10</sup> Employed parents must submit written proof of employment, scheduled hours that child care is needed, and wage information. Self-employed parents must show a net profit from their self-employment.

<sup>11</sup> Parents must complete an interim form every six months.

<sup>12</sup> Redetermination for protective services is every six months. Redetermination periods may vary by coalition, but the minimum is 12 months.

<sup>13</sup> Individuals are given 10-days notice prior to a decrease in benefits or other adverse action.

<sup>14</sup> Clients must be given timely notice of 12 days prior to fee increases, changes in eligible children, or sanctions. Adequate notice is required when fees are reduced or changes in rates were not previously reflected on the certificate for child care.

<sup>15</sup> Families are given timely notice of 10 days prior to an adverse action. Changes that result in higher benefits will take effect the first of the month following the month in which the change is reported. Timely notice is not required when the family requests that services end or when funds are not available.

<sup>16</sup> Redetermination is completed at least every six months. Redetermination is completed more often for protective service cases (every three months) and education activities (at the end of each semester or term).

- <sup>17</sup> Families must be redetermined every six months except when parents are enrolled in an education or training program that lasts less than six months, the family has a service plan that indicates the activity lasts less than six months, or the child is participating in an approved Head Start or Pre-K program.
- <sup>18</sup> Individuals are given 10-days notice when benefits are cancelled. Changes to copayments are implemented on the first of the month following notification of the change.
- <sup>19</sup> The rule applies to adverse actions, including a denial or termination of services, increased fees, or reduction of services.
- <sup>20</sup> Required notification varies. Changes that increase benefits do not require advance notice. Changes that decrease benefits require 10-days notice.
- <sup>21</sup> Notification is required within five work days.
- <sup>22</sup> Full redetermination is done at 12 months. At six months, the family must indicate that the information on file is still correct.
- <sup>23</sup> The family is entitled to five-working-days notice, which does not include state holidays.
- <sup>24</sup> Families are reassessed for eligibility every 12 months, unless the activity is scheduled to last fewer than 12 months (end of the semester for school activities), the activity is only authorized for 12 months (job search, maternal leave), or if the parent is newly employed (reassessed after eight weeks and then every 12 months). Families authorized by the TANF or child welfare agencies may be authorized for less than 12 months, depending on their needs. Families can request extensions for redetermination due to extraordinary circumstances such as the death or illness of a family member or a natural disaster.
- <sup>25</sup> Families are also subject to a mid-redetermination contact, during which verification of any changes in employment, need for care, or hours of care is required.
- <sup>26</sup> Income must be verified at redetermination.
- <sup>27</sup> A timely notice is mailed at least 11 days before an intended negative action takes effect. For an increase in benefits, notice is sent to the client at the same time an action takes effect.
- <sup>28</sup> Redetermination of eligibility for some high school students under the age of 21 is deferred beyond 6 months, not to exceed 12 months, to the end of the student's school year.
- <sup>29</sup> In addition to redetermination after 6 months, if the next year's state funds are not enough to serve all eligible families and their providers, current parents and providers' child care certificates will end September 30. Parents and providers are required to re-apply beginning October 1, and parents are rolled-over based upon the established priorities.
- <sup>30</sup> An increase in the copayment will take affect the month after notice is sent. A decrease in the copayment will take affect in the month notice is sent.
- <sup>31</sup> Re-certification is conducted periodically, usually every six months.
- <sup>32</sup> Parents who are subject to an adverse action (denial, suspension, reduction, or termination of subsidy, or a repayment demand from the state) are entitled to mailed written notification 10 days prior to the adverse action. For all other changes to a parent's policy, the parent is notified in writing but there is no 10-day requirement.
- <sup>33</sup> The parent must complete a new application reflecting his or her current situation.
- <sup>34</sup> For termination or reduction of services, the client must be given 10-days notice. If fraud has been verified, notice of termination or reduction of services must be provided no later than the effective date of the action. No notice is required if the client did not complete the redetermination process at the end of the service period.
- <sup>35</sup> Notification varies. If the benefits will be decreased, the family is given notice 10 calendar days prior to the action. If the family moves from a lower income eligibility level to a higher income eligibility level or if there is a change in the expected copayment, the family is notified, but a 10-day notice is not required.
- <sup>36</sup> Participants in high school may redetermine upon the completion of the school year.
- <sup>37</sup> Ten-days notice is required if benefits will be reduced or the change will force the family to find different child care arrangements. Timely notice of 10 days is not required when benefits will increase.
- <sup>38</sup> Participants in the SNAP program do not have to provide new income documentation at redetermination.
- <sup>39</sup> A 10-day notice is suggested, but not required.
- <sup>40</sup> When the department is proposing to reduce or terminate benefits, notice is sent no less than 15 days prior to the date of the proposed action.
- <sup>41</sup> Redetermination is completed every six months, except for families receiving TANF or a State Supplemental Payment, in which case redetermination is completed every 12 months.
- <sup>42</sup> Recertification is generally required at six months. If the client has a companion SNAP case and is using the state's simplified reporting system, the recertification period is 12 months with changes reported at six months. The recertification period may be shorter if care is needed for fewer than six months.

- <sup>43</sup> Families who qualify based on income eligibility are subject to redetermination every six months. Families who qualify based on participation in the state's TANF program are subject to redetermination every 12 months.
- <sup>44</sup> Families must be notified at least 10 days prior to the effective date of a change that results in a reduction, suspension, or discontinuance of the subsidy.
- <sup>45</sup> Assistance can be granted for a period of 12 months for applicants utilizing child care providers participating in the Head Start full-day/full-year program. Families transitioning off TANF can receive one year of continuous eligibility if their income does not exceed 85 percent of the state median income.
- <sup>46</sup> Notice is sent to the client and provider no later than the date the provider would normally receive a child care payment.
- <sup>47</sup> Redetermination periods are determined by each local area.
- <sup>48</sup> The department must provide at least one-day advance notice on most negative actions.
- <sup>49</sup> Redetermination is conducted in the same manner as initial determination, except the parent does not have to complete a new affidavit of citizenship.
- <sup>50</sup> Families who receive the child care subsidy and have a child enrolled in Head Start, Early Head Start, or the state Pre-K program are redetermined after 12 months.
- <sup>51</sup> The family must be notified at least 13 days prior to termination of services or any other negative action. Copayment increases resulting from redetermination are not considered negative actions and do not require a 13-day notice.
- <sup>52</sup> In addition to the six-month review, applicants must complete a 12-month review in person or by phone.
- <sup>53</sup> When service is terminated, the family is given 10-days notice. For changes in eligibility, the notice is issued the Monday following the date the worker enters the change into the system. If the change will occur more than 14 days in the future, the notice is sent 14 days prior to the change in eligibility.
- <sup>54</sup> For adverse actions, adequate notice must be received by the family no later than the date the benefits would have been received. Notice is not required when benefits are increased.
- <sup>55</sup> New documentation is not required unless there is a change in provider.
- <sup>56</sup> If adjustments are made to the amount paid to the provider, both the parent and provider are notified at least one month in advance.

**Table 20. If Families Receiving Different Types of Benefits/Services are Exempt from Redetermination, 2011**

State	TANF	SNAP	Foster Care	Child Protective Services
Alabama	No	No	No	No
Alaska	No	No	No	No
Arizona	No	No	No	No
Arkansas	No	No	No	No
California	No	No	NA <sup>2</sup>	No
Colorado	Yes	NA <sup>3</sup>	NA <sup>2</sup>	NA <sup>4</sup>
Connecticut	No	No	No	No
Delaware	No	No	No	No
DC	No	No	No	No
Florida	No	NA <sup>3</sup>	No	No
Georgia	No	No	No	No
Hawaii	No	No	No	No
Idaho	No	No	No	No
Illinois	No	No	NA <sup>2</sup>	NA <sup>4</sup>
Indiana	No	No	No	No
Iowa	No	No	No <sup>5</sup>	No
Kansas	No	No	No	No
Kentucky	No <sup>6</sup>	No	NA <sup>2</sup>	No <sup>7</sup>
Louisiana	Yes	No	No	No
Maine	No	No	No	No
Maryland	No	No	NA <sup>2</sup>	NA <sup>4</sup>
Massachusetts	No	No	No	No
Michigan	No <sup>8</sup>	No <sup>8</sup>	No	No
Minnesota	No	No	NA <sup>2</sup>	NA <sup>4</sup>
Mississippi	No	No	No	No
Missouri	No	No	No	No
Montana	No	No	No	No
Nebraska	No	No	No	Yes <sup>9</sup>
Nevada	Yes	No	No	No
New Hampshire	No	No	No	No
New Jersey	No	No	No	No
New Mexico	No	No	No	No
New York	No <sup>10</sup>	No	No <sup>11</sup>	Yes <sup>12</sup>
North Carolina	No	No	No	No
North Dakota	No	No	NA <sup>2</sup>	NA <sup>4</sup>
Ohio	No	No	No	No
Oklahoma	No	No	No	No
Oregon	No	No <sup>13</sup>	No	NA <sup>4</sup>
Pennsylvania	No <sup>6</sup>	No	No	No
Rhode Island	No <sup>14</sup>	No	No	No
South Carolina	No	No	No	No
South Dakota	No	No	No	No
Tennessee	No	No	No	No
Texas	No	No	No	No
Utah	No	No	NA <sup>2</sup>	No
Vermont	No	No	No	No

**Table 20. If Families Receiving Different Types of Benefits/Services are Exempt from Redetermination, 2011**

State	TANF	SNAP	Foster Care	Child Protective Services
Virginia	No	No	NA <sup>2</sup>	No
Washington	No	No	NA <sup>2</sup>	NA <sup>4</sup>
West Virginia	No	No	No	No
Wisconsin	No	No	No	NA <sup>4</sup>
Wyoming	No	No	No	NA <sup>4</sup>
American Samoa	NA <sup>15</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>
Guam	No	No	No	No
No Mariana Islands	NA <sup>15</sup>	No	No	No
Puerto Rico	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>
Virgin Islands	No	No	No	No

Source: CCDF Policies Database October 1, 2011 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> Foster child care is not provided under the state's primary child care subsidy program.

<sup>3</sup> Child care for SNAP clients is not provided under the state's primary child care subsidy program.

<sup>4</sup> Child protective services child care is not provided under the state's primary child care subsidy program.

<sup>5</sup> Only relative foster families receive child care through the CCDF program.

<sup>6</sup> TANF applicants must complete redetermination with the department that determined their initial eligibility.

<sup>7</sup> Child protective services applicants must complete redetermination with the department that determined their initial eligibility.

<sup>8</sup> Redetermination periods for families participating in multiple programs are aligned so the families do not have to complete an additional redetermination for child care.

<sup>9</sup> Child protective services cases are not required to submit or resubmit application materials if a child abuse or neglect report has been filed or there is a court order.

<sup>10</sup> Districts that have an online inquiry system can verify TANF recipients every 12 months through the system instead of the usual redetermination process.

<sup>11</sup> Redeterminations are made at least every six months for a child in receipt of foster care maintenance payments.

<sup>12</sup> Policy coded for New York City.

<sup>13</sup> When the family has a companion SNAP case in the state's simplified reporting system, the eligibility period is extended to 12 months and aligned with the SNAP recertification process. In addition, SNAP families submit an interim change report during the sixth month of the SNAP eligibility period.

<sup>14</sup> Families who qualify based on participation in the state's TANF program are not exempt from redetermination, but they do have a different time frame for redetermination. They are subject to redetermination every 12 months, rather than every six months.

<sup>15</sup> This territory or outlying area does not have a TANF program.

**Table 21. Reporting Changes in Income, Employment, or Family Circumstances, 2011**

State	Within How Many Days the Individual Must Notify the Agency of Changes	If Changes in Employment Must Be Reported	If Changes in Income Must Be Reported	If Changes in Household Composition Must Be Reported
Alabama	10	Yes	Yes, all changes	Yes
Alaska	7	Yes	Yes, changes of 200 dollars or more monthly	Yes
Arizona	2	Yes	Yes, all changes	Yes
Arkansas	10	Yes	Yes, all changes	Yes
California	5	Yes	Yes, all changes	Yes <sup>1</sup>
Colorado	Other <sup>2</sup>	Yes <sup>2</sup>	Other <sup>2</sup>	Yes
Connecticut	10	Yes	Yes, all changes	Yes
Delaware	10	Yes	Yes, changes of 75 dollars or more monthly	Yes
DC	3	Yes	Yes, all changes	Yes
Florida	10	Yes	Yes, all changes	Yes
Georgia	10	Yes	Yes, all changes	Yes
Hawaii	10	No	Other <sup>3</sup>	Yes
Idaho	10	Yes	Yes, all changes <sup>4</sup>	Yes
Illinois	10	Yes	Yes, all changes	Yes
Indiana	10	Yes <sup>5</sup>	No <sup>6</sup>	Yes
Iowa	10	Yes	Yes, all changes	Yes
Kansas	10	Yes <sup>5</sup>	Yes, changes of more than 100 dollars monthly <sup>7</sup>	Yes
Kentucky	10	Yes	Yes, all changes	Yes
Louisiana	10	Yes	Yes, changes of more than 100 dollars monthly <sup>8</sup>	Yes
Maine	10	Yes	Yes, all changes	Yes
Maryland	10	Yes	Yes, all changes	Yes
Massachusetts	10	Yes	Other <sup>9</sup>	Yes
Michigan	10	Yes	Yes, changes of more than 50 dollars monthly <sup>10</sup>	Yes
Minnesota	10	Yes	Yes, all changes	Yes
Mississippi	10	Yes	Yes, all changes	Yes
Missouri	Other <sup>11</sup>	Yes	Yes, all changes	Yes
Montana	10	Yes	Yes, all changes	Yes
Nebraska	10	Yes	Yes, all changes	Yes
Nevada	10	Yes	Yes, all changes <sup>12</sup>	Yes
New Hampshire	10	Yes	Yes, all changes	Yes
New Jersey	10	Yes	Yes, all changes	Yes
New Mexico	14	Yes	No	Yes
New York	Other <sup>11</sup>	Yes	Yes, all changes	Yes
North Carolina	5	Yes	Yes, all changes	Yes
North Dakota	10	No	No	Yes
Ohio	10	Yes	Yes, all changes	Yes
Oklahoma	10	Yes	Yes, all changes	Yes
Oregon	10 <sup>13</sup>	Yes <sup>14</sup>	Yes, all changes <sup>15</sup>	Yes <sup>16</sup>
Pennsylvania	10	Yes	No	Yes
Rhode Island	10	Yes	Yes, changes of 25 dollars or more monthly	Yes

**Table 21. Reporting Changes in Income, Employment, or Family Circumstances, 2011**

State	Within How Many Days the Individual Must Notify the Agency of Changes	If Changes in Employment Must Be Reported	If Changes in Income Must Be Reported	If Changes in Household Composition Must Be Reported
South Carolina	10	Yes	Yes, all changes	Yes
South Dakota	10	Yes	Yes, all changes	Yes
Tennessee	10	Yes	Yes, all changes	Yes
Texas	10	Yes	Yes, all changes	Yes
Utah	10	Yes <sup>17</sup>	Other <sup>18</sup>	Yes
Vermont	10	Yes	Yes, all changes	Yes
Virginia	5	Yes	Other <sup>19</sup>	Yes
Washington	10 <sup>20</sup>	Yes	Other <sup>21</sup>	Yes
West Virginia	5	Yes	No <sup>22</sup>	Yes
Wisconsin	10	Yes	Other <sup>23</sup>	Yes
Wyoming	10	Yes	Yes, all changes	Yes
American Samoa	10	Yes	Yes, changes of 25 dollars or more	Yes
Guam	10	Yes	Yes, changes of 25 dollars or more	Yes
No Mariana Islands	10	Yes	Yes, all changes	Yes
Puerto Rico	10	Yes	Yes, all changes	Yes
Virgin Islands	10 <sup>24</sup>	Yes	Yes, all changes	Yes

Source: CCDF Policies Database October 1, 2011 Data

<sup>1</sup> Changes in family size must be reported.

<sup>2</sup> Participants must report and verify changes in income that exceed 85 percent of the state median income within 10 calendar days of the change. If the parent or caretaker is no longer in his or her qualifying activity, the change must be reported in writing within four calendar weeks.

<sup>3</sup> Changes in income only need to be reported when monthly gross household income is in excess of 85 percent of the state median income.

<sup>4</sup> Parents must report permanent changes in income.

<sup>5</sup> A loss of employment must be reported.

<sup>6</sup> When adding a household member with income, proof of current income for all CCDF household members must be provided.

<sup>7</sup> Changes must be reported when earned income increases or decreases by more than 100 dollars per month or when unearned income increases or decreases by more than 50 dollars per month. Families that do not qualify for aid based on income are not required to report changes in income until redetermination.

<sup>8</sup> Changes in the household's gross monthly income of more than 100 dollars in earned income or 50 dollars in unearned income must be reported.

<sup>9</sup> A significant change, defined as a 20 percent increase or decrease in total household income, must be reported.

<sup>10</sup> Changes in rate of pay and changes in gross monthly income of more than 50 dollars since the last time they were reported must be reported. Earned income related changes must be reported within 10 days of receiving the first payment reflecting the change.

<sup>11</sup> The client must report changes immediately.

<sup>12</sup> All earned income changes must be reported. Unearned income changes under 50 dollars within the last 30 days do not need to be reported.

<sup>13</sup> Changes in the state's change reporting system must be reported within 10 days. Clients with companion SNAP cases using the state's simplified reporting system have until the 10th of the month following the change to report it.

<sup>14</sup> Changes in employment status must be reported in the state's change reporting system. Clients with companion SNAP cases using the state's simplified reporting system are only required to report a loss of employment.

<sup>15</sup> Changes in income source, including rate of pay, must be reported in the state's change reporting system. Clients with companion SNAP cases using the state's simplified reporting system are only required to report if their income increases above 130 percent of the Federal Poverty Guidelines.

<sup>16</sup> Changes in membership of the filing group must be reported in the state's change reporting system. Clients with companion SNAP cases using the state's simplified reporting system are only required to report when a parent of a child or unborn child or the spouse of the caretaker moves in.

<sup>17</sup> Parents have to report if they are no longer meeting the minimum work requirement. Also, the family must report if a parent or child's schedule changes so that childcare is no longer needed during the hours of approved employment or training activities.

<sup>18</sup> Changes in income have to be reported when gross income exceeds 70 percent of the state median income.

<sup>19</sup> Changes to the family's gross monthly income causing the total amount to exceed the income eligibility threshold must be reported. Also, if a family no longer has income, it must be reported.

<sup>20</sup> A change in providers must be reported within five days.

<sup>21</sup> A change in income must only be reported if it is an increase that would cause income to exceed the maximum eligibility limit.

<sup>22</sup> Income changes reported prior to redetermination will not affect eligibility unless the parent asks for a redetermination in order to reduce parent fees when income decreases.

<sup>23</sup> Changes must be reported if monthly income increases by at least 250 dollars, decreases by 100 dollars or more, or if the increase in income will raise gross income above 200 percent of the Federal Poverty Guidelines.

<sup>24</sup> The parent must notify the department of any change in family circumstances immediately and no later than 10 days from the occurrence.

**Table 22. Terms of Authorization, 2011**

State	Maximum Hours of Care Paid for By Subsidy	If Maximum Hours of Care Policy Differs for Part-Time Workers
Alabama	No maximum	NA
Alaska	No maximum	NA
Arizona	No maximum	NA
Arkansas	--- <sup>1</sup>	--- <sup>1</sup>
California	No maximum	NA
Colorado	No maximum <sup>2</sup>	NA
Connecticut	280 per month <sup>3</sup>	No difference
Delaware	No maximum	NA
DC	No maximum	NA
Florida	No maximum	NA
Georgia	No maximum	NA
Hawaii	No maximum	NA
Idaho	No maximum	NA
Illinois	No maximum	NA
Indiana	No maximum	NA
Iowa	Varies <sup>4</sup>	No difference
Kansas	215 per month <sup>5</sup>	No difference
Kentucky	18 per day	No difference
Louisiana	No maximum	NA
Maine	50 per week <sup>6</sup>	No difference
Maryland	No maximum	NA
Massachusetts	50 per week	30 per week
Michigan	45 per week <sup>7</sup>	No difference
Minnesota	60 per week <sup>8</sup>	No difference
Mississippi	No maximum <sup>9</sup>	NA
Missouri	No maximum	NA
Montana	20 per day	No difference
Nebraska	60 per week <sup>10</sup>	No difference
Nevada	14 per day	No difference
New Hampshire	No maximum	NA
New Jersey	No maximum	NA
New Mexico	No maximum	NA
New York	No maximum	NA
North Carolina	No maximum	NA
North Dakota	No maximum	NA
Ohio	No maximum	NA
Oklahoma	No maximum	NA
Oregon	323 per month	No difference
Pennsylvania	No maximum	NA
Rhode Island	No maximum	NA
South Carolina	No maximum	NA
South Dakota	210 per month	No difference
Tennessee	No maximum	NA
Texas	No maximum	NA
Utah	50 per week	No difference
Vermont	No maximum	NA
Virginia	60 per week <sup>11</sup>	No difference
Washington	16 per day	No difference

<b>Table 22. Terms of Authorization, 2011</b>		
State	Maximum Hours of Care Paid for By Subsidy	If Maximum Hours of Care Policy Differs for Part-Time Workers
West Virginia	No maximum	NA
Wisconsin	75 per week	No difference
Wyoming	16 per day <sup>12</sup>	No difference
American Samoa	No maximum	NA
Guam	--- <sup>1</sup>	--- <sup>1</sup>
No Mariana Islands	No maximum	NA
Puerto Rico	No maximum	NA
Virgin Islands	No maximum	NA

Source: CCDF Policies Database October 1, 2011 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> Counties are encouraged to develop and implement their own payment policies that address what care will be authorized.

<sup>3</sup> There is also a maximum of 12 hours per day and of 65 hours per week.

<sup>4</sup> Families may be approved for two half-day units of service (up to five hours each) in a 24-hour period. With supervisory approval, up to four half-day units of service may be approved in a 24-hour period.

<sup>5</sup> A maximum of 215 hours per month is the suggested guideline, but additional hours may be approved on a case-by-case basis with approval from the caseworker's supervisor.

<sup>6</sup> Exceptions can be approved on a case-by-case basis by the department supervisor.

<sup>7</sup> The maximum number of hours of care that can be authorized is 90 hours biweekly per child.

<sup>8</sup> The maximum number of hours of care allowed is 120 hours per child every two weeks.

<sup>9</sup> Care in excess of 24 hours must be due to the nature of the parents' work, education, or training.

<sup>10</sup> The state has both a weekly limit and a daily limit. The daily limit is 18 hours of care and it must comply with the 60 hour weekly limit.

<sup>11</sup> If a client's employment requires him or her to work more than 60 hours some weeks, but the total amount of care for the month does not exceed a 60 hour average per week, payment will be made.

<sup>12</sup> Child care may be authorized for more than 16 hours if overnight travel is required for the parent to maintain or accept employment.

**Table 23. Priority Policies for Different Groups, 2011 <sup>2</sup>**

State	Children with Special Needs	Families with Very Low Income	Definition of Very Low Income if Families are Given Priority	TANF Recipients	Families Transitioning Off TANF	Families At Risk of Becoming Dependent on TANF	Children Under Child Protective Services (CPS)
Alabama	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	NA	Varies <sup>3</sup>	Subsidy guaranteed	Same priority as other CCDF-eligible children	Subsidy guaranteed
Alaska	Subsidy guaranteed	Priority over other children, subsidy not guaranteed <sup>4</sup>	Income equal to or less than 55 percent of the state median income standard.	Same priority as other CCDF-eligible children	Subsidy guaranteed	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
Arizona	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed <sup>5</sup>	Income at or below 100 percent of the Federal Poverty Guidelines.	Subsidy guaranteed	Subsidy guaranteed	Same priority as other CCDF-eligible children	Subsidy guaranteed
Arkansas	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed <sup>6</sup>	--- <sup>1</sup>	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
California	Varies <sup>7</sup>	Priority over other children, subsidy not guaranteed	Income at or below 40 percent of the state median income standard.	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed <sup>8</sup>
Colorado	Priority over other children, subsidy not guaranteed	Varies <sup>9</sup>	Income below 130 percent of the Federal Poverty Guidelines.	Varies <sup>10</sup>	Varies <sup>10</sup>	Varies <sup>10</sup>	NA <sup>11</sup>
Connecticut	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed	Income below 50 percent of the state median income.	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
Delaware	Subsidy guaranteed	Subsidy guaranteed	Income below 40 percent of the Federal Poverty Guidelines prior to or after allowable deductions.	Subsidy guaranteed	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Subsidy guaranteed
DC	Subsidy guaranteed	Same priority as other CCDF-eligible children	NA	Subsidy guaranteed <sup>12</sup>	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Subsidy guaranteed

**Table 23. Priority Policies for Different Groups, 2011 <sup>2</sup>**

State	Children with Special Needs	Families with Very Low Income	Definition of Very Low Income if Families are Given Priority	TANF Recipients	Families Transitioning Off TANF	Families At Risk of Becoming Dependent on TANF	Children Under Child Protective Services (CPS)
Florida	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	NA	Subsidy guaranteed	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Varies <sup>13</sup>
Georgia	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	NA	Varies <sup>14</sup>	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed
Hawaii	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed <sup>15</sup>	Income below 100 percent of the Federal Poverty Guidelines.	Varies <sup>16</sup>	Priority over other children, subsidy not guaranteed <sup>15</sup>	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed <sup>15</sup>
Idaho	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>
Illinois	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>
Indiana	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed	The lowest income level where the family is at risk of becoming dependent on public assistance.	Varies <sup>18</sup>	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed
Iowa	Varies <sup>19</sup>	Priority over other children, subsidy not guaranteed	Income at or below 100 percent of the Federal Poverty Guidelines when the parent is working 28 hours per week, under age 21 participating in an education program that will lead to a high school diploma or its equivalent, or under age 21 and participating in an approved training or education program.	Subsidy guaranteed	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Subsidy guaranteed
Kansas	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	NA	Varies <sup>20</sup>	Subsidy guaranteed	Same priority as other CCDF-eligible children	Subsidy guaranteed

**Table 23. Priority Policies for Different Groups, 2011 <sup>2</sup>**

State	Children with Special Needs	Families with Very Low Income	Definition of Very Low Income if Families are Given Priority	TANF Recipients	Families Transitioning Off TANF	Families At Risk of Becoming Dependent on TANF	Children Under Child Protective Services (CPS)
Kentucky	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	NA	Varies <sup>21</sup>	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed
Louisiana	Subsidy guaranteed	Same priority as other CCDF-eligible children	NA	Subsidy guaranteed	Subsidy guaranteed <sup>22</sup>	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
Maine	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed	Gross income at or below 100 percent of the Federal Poverty Guidelines.	Subsidy guaranteed	Subsidy guaranteed	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
Maryland	Varies <sup>23</sup>	Priority over other children, subsidy not guaranteed	Income less than or equal to the minimum amount listed for the applicant's family size in the state's fee schedule.	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	NA <sup>11</sup>
Massachusetts	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	NA	Subsidy guaranteed <sup>24</sup>	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	Subsidy guaranteed <sup>25</sup>
Michigan	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>
Minnesota	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	NA	Subsidy guaranteed <sup>26</sup>	Subsidy guaranteed	Same priority as other CCDF-eligible children	NA <sup>11</sup>
Mississippi	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed	Income at or below 50 percent of the state median income.	Subsidy guaranteed	Subsidy guaranteed	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed
Missouri	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed	Income at or below 15 percent of the state median income.	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed

**Table 23. Priority Policies for Different Groups, 2011 <sup>2</sup>**

State	Children with Special Needs	Families with Very Low Income	Definition of Very Low Income if Families are Given Priority	TANF Recipients	Families Transitioning Off TANF	Families At Risk of Becoming Dependent on TANF	Children Under Child Protective Services (CPS)
Montana	Subsidy guaranteed	Priority over other children, subsidy not guaranteed	Lower income, relative to family size.	Subsidy guaranteed	Priority over other children, subsidy not guaranteed <sup>27</sup>	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
Nebraska	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>
Nevada	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed	Income at or below 130 percent of the Federal Poverty Guidelines where the family is considered at-risk.	Subsidy guaranteed	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
New Hampshire	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed	Income at or below 100 percent of the Federal Poverty Guidelines.	Subsidy guaranteed	Subsidy guaranteed	Same priority as other CCDF-eligible children	Subsidy guaranteed
New Jersey	Priority over other children, subsidy not guaranteed <sup>28</sup>	Priority over other children, subsidy not guaranteed <sup>28</sup>	Income at or below 150 percent of the Federal Poverty Guidelines.	Subsidy guaranteed <sup>28</sup>	Subsidy guaranteed <sup>28</sup>	Priority over other children, subsidy not guaranteed <sup>28</sup>	Varies <sup>29</sup>
New Mexico	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed	Income at or below 100 percent of the Federal Poverty Guidelines.	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	Subsidy guaranteed
New York	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed	Districts set an income level at or below 200 percent of the state income standard which defines the upper income level for families with very low income.	Subsidy guaranteed <sup>30</sup>	Subsidy guaranteed <sup>30</sup>	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed

**Table 23. Priority Policies for Different Groups, 2011 <sup>2</sup>**

State	Children with Special Needs	Families with Very Low Income	Definition of Very Low Income if Families are Given Priority	TANF Recipients	Families Transitioning Off TANF	Families At Risk of Becoming Dependent on TANF	Children Under Child Protective Services (CPS)
North Carolina	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	NA	Subsidy guaranteed	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Subsidy guaranteed
North Dakota	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>
Ohio	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	NA	Subsidy guaranteed	Subsidy guaranteed	Subsidy guaranteed	Same priority as other CCDF-eligible children
Oklahoma	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>
Oregon	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	NA	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	NA <sup>11</sup>
Pennsylvania	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	NA	Priority over other children, subsidy not guaranteed	Subsidy guaranteed	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
Rhode Island	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>
South Carolina	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed	Income below 150 percent of the poverty guidelines.	Subsidy guaranteed	Subsidy guaranteed	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
South Dakota	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed	Income at or below 100 percent of the Federal Poverty Guidelines.	Priority over other children, subsidy not guaranteed <sup>31</sup>			
Tennessee	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	NA	Subsidy guaranteed	Subsidy guaranteed <sup>32</sup>	Same priority as other CCDF-eligible children	Subsidy guaranteed
Texas	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	NA	Varies <sup>33</sup>	Subsidy guaranteed	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed
Utah	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>

**Table 23. Priority Policies for Different Groups, 2011 <sup>2</sup>**

State	Children with Special Needs	Families with Very Low Income	Definition of Very Low Income if Families are Given Priority	TANF Recipients	Families Transitioning Off TANF	Families At Risk of Becoming Dependent on TANF	Children Under Child Protective Services (CPS)
Vermont	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed	--- <sup>1</sup>	Subsidy guaranteed	Subsidy guaranteed	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
Virginia	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	NA	Subsidy guaranteed	Subsidy guaranteed	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed <sup>34</sup>
Washington	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	NA	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	NA <sup>11</sup>
West Virginia	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>
Wisconsin	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>
Wyoming	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed	Income at or below 150 percent of the Federal Poverty Guidelines.	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	NA <sup>11</sup>
American Samoa	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed <sup>35</sup>	Income at or below 50 percent of the state median income.	NA <sup>36</sup>	NA <sup>36</sup>	NA <sup>36</sup>	Priority over other children, subsidy not guaranteed
Guam	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed	Income at or below 100 percent of the Federal Poverty Guidelines.	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
No Mariana Islands	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed	Income at or below the 85 percent of the state median income guideline.	NA <sup>36</sup>	NA <sup>36</sup>	NA <sup>36</sup>	Same priority as other CCDF-eligible children

**Table 23. Priority Policies for Different Groups, 2011 <sup>2</sup>**

State	Children with Special Needs	Families with Very Low Income	Definition of Very Low Income if Families are Given Priority	TANF Recipients	Families Transitioning Off TANF	Families At Risk of Becoming Dependent on TANF	Children Under Child Protective Services (CPS)
Puerto Rico	Subsidy guaranteed	Priority over other children, subsidy not guaranteed	Income below 50 percent of the state median income.	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed
Virgin Islands	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed	Income below 85 percent of the state's median income.	Subsidy guaranteed	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	Subsidy guaranteed

Source: CCDF Policies Database October 1, 2011 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> Written policies for prioritizing groups when funds are limited are captured. All groups may be served when funds are not limited. These policies are often used when a waiting list is in place. An entry of "Priority over other children, subsidy not guaranteed" indicates priority is given for the group of children, but when funds are limited the children may not be guaranteed a subsidy.

<sup>3</sup> The subsidy is guaranteed if the family is enrolled in the TANF work program and a referral is sent by the family's caseworker.

<sup>4</sup> Parents who are lowest on the income scale and working or attending school receive higher priority.

<sup>5</sup> There are various priority groups depending on level of income.

<sup>6</sup> Low-income families who qualify for copayment exemptions are given higher priority.

<sup>7</sup> When two or more families have the same income ranking, the family that has a child with special needs is admitted to the subsidy program first.

<sup>8</sup> When not all of the children in a family are certified based on child protective services, the other children or parents in the family must meet both eligibility and need criteria. Those children will not be given priority.

<sup>9</sup> Families with very low income are given priority. Whether or not the subsidy is guaranteed may vary depending on whether enrollment at the county level is suspended or partially suspended.

<sup>10</sup> If a county chooses to partially suspend enrollment, the county must develop policies for which groups of applicants are given priority. Statewide, priority is given to very low-income applicants with income below 130 percent of the Federal Poverty Guidelines and children of teen parents. The county may assign additional priority groups.

<sup>11</sup> Child protective services child care is not provided under the state's primary child care subsidy program.

<sup>12</sup> Subsidies are guaranteed for TANF recipients participating in qualifying activities, including training, job search, and work.

<sup>13</sup> Priority is given for children under school-age only.

<sup>14</sup> Applicants participating in TANF job search or work activities are given priority.

<sup>15</sup> Families with the least amount of monthly income are given first priority within the priority group.

<sup>16</sup> If the family receives TANF and is considered very low-income with income below 100 percent of the Federal Poverty Guidelines, the family falls into priority group three and is given priority over other families.

- <sup>17</sup> All CCDF-eligible children receive the same priority.
- <sup>18</sup> The subsidy is guaranteed for families in the TANF work program. Families receiving TANF but not in the work program are prioritized but not guaranteed a subsidy. If CCDF program funding is not available to serve an eligible TANF work program family, other families must be terminated to release funding. Families with higher incomes who have received CCDF assistance for a longer period of time are the first to be terminated when funds are unavailable for families with higher priority.
- <sup>19</sup> Children with special needs are given priority if the family's income is below 200 percent of the poverty guidelines and the parents are working at least 28 hours per week.
- <sup>20</sup> Families participating in the TANF work program and receiving TANF or SNAP are provided child care benefits without being placed on a waiting list.
- <sup>21</sup> Applicants are given priority if they are working or participating in work preparation activities.
- <sup>22</sup> Families who lose TANF eligibility due to increased income are given priority.
- <sup>23</sup> Primary consideration within each priority group is given to children with special needs.
- <sup>24</sup> If families have an authorization with the department that administers TANF, they are given immediate access to child care without having to be placed on a waiting list.
- <sup>25</sup> The state's department for children and families may authorize care on a case-by-case basis for families with active protective needs documented in a supported report of abuse or neglect within the previous 12 months, or when there is a determination of need to begin or continue supportive child care from a supervisory progress review.
- <sup>26</sup> In addition to TANF cash assistance, families in the four-month TANF work program can receive care for those four months.
- <sup>27</sup> The priority policies apply to non-TANF families. When a family transitions from TANF cash assistance and receives a TANF work support payment, it is still considered a TANF family until the end of the month in which the work support payment was received.
- <sup>28</sup> Priority for subsidy is ranked according to three income-based tiers, A, B, and C. Tier A is given first priority for families with income at or below 150 percent of the Federal Poverty Guidelines, followed by Tier B for families between 151 to 175 percent of the Federal Poverty Guidelines, and finally, Tier C for families between 176 to 200 percent of the Federal Poverty Guidelines. Priority is given according to tier and then to each of the priority categories within each tier.
- <sup>29</sup> If applicants are referred from a district office of the child protective services agency, they are guaranteed child care as part of an approved treatment plan. Otherwise, they are given priority over other children, but the subsidy is not guaranteed.
- <sup>30</sup> State policy guarantees subsidized care for TANF families participating in work activities, families who are eligible for public assistance and choose to receive child care assistance in lieu of public assistance, and families transitioning off of TANF.
- <sup>31</sup> The child must be under court supervision.
- <sup>32</sup> The family must meet income and work requirements.
- <sup>33</sup> Families enrolled in the TANF work program are automatically eligible.
- <sup>34</sup> The priority for children in protective services also includes children in foster care prevention.
- <sup>35</sup> Within the very low-income priority group, defined as families with income at or below 50 percent of the state median income, single-parent households are given first priority and two-parent households are given second priority.
- <sup>36</sup> This territory or outlying area does not have a TANF program.

**Table 24. Priority Policies for Different Groups, 2011 (continued) <sup>1</sup>**

State	Children in Foster Care	Children in Head Start	Children in Pre-K	Homeless Families	Teen Parents	Teen Parents in School	Military Families
Alabama	Subsidy guaranteed <sup>2</sup>	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Subsidy guaranteed	Same priority as other CCDF-eligible children
Alaska	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Subsidy guaranteed	Same priority as other CCDF-eligible children
Arizona	Subsidy guaranteed	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
Arkansas	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children
California	NA <sup>3</sup>	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
Colorado	NA <sup>3</sup>	Same priority as other CCDF-eligible children <sup>4</sup>	Same priority as other CCDF-eligible children <sup>4</sup>	Same priority as other CCDF-eligible children <sup>4</sup>	Varies <sup>5</sup>	Varies <sup>5</sup>	Same priority as other CCDF-eligible children <sup>4</sup>
Connecticut	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed <sup>6</sup>	Same priority as other CCDF-eligible children
Delaware	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Subsidy guaranteed <sup>7</sup>	Same priority as other CCDF-eligible children	Subsidy guaranteed	Same priority as other CCDF-eligible children
DC	Subsidy guaranteed <sup>8</sup>	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Subsidy guaranteed <sup>9</sup>	Same priority as other CCDF-eligible children
Florida	Varies <sup>10</sup>	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children

**Table 24. Priority Policies for Different Groups, 2011 (continued) <sup>1</sup>**

State	Children in Foster Care	Children in Head Start	Children in Pre-K	Homeless Families	Teen Parents	Teen Parents in School	Military Families
Georgia	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children
Hawaii	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Varies <sup>11</sup>	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
Idaho	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>
Illinois	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>
Indiana	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
Iowa	Same priority as other CCDF-eligible children <sup>13</sup>	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Varies <sup>14</sup>	Same priority as other CCDF-eligible children
Kansas	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children
Kentucky	NA <sup>3</sup>	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Varies <sup>15</sup>	Varies <sup>15</sup>	Same priority as other CCDF-eligible children
Louisiana	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
Maine	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
Maryland	NA <sup>3</sup>	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
Massachusetts	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children

**Table 24. Priority Policies for Different Groups, 2011 (continued) <sup>1</sup>**

State	Children in Foster Care	Children in Head Start	Children in Pre-K	Homeless Families	Teen Parents	Teen Parents in School	Military Families
Michigan	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>
Minnesota	NA <sup>3</sup>	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed <sup>16</sup>	Priority over other children, subsidy not guaranteed
Mississippi	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Varies <sup>17</sup>	Varies <sup>17</sup>	Priority over other children, subsidy not guaranteed <sup>18</sup>
Missouri	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children
Montana	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children
Nebraska	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>
Nevada	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
New Hampshire	Subsidy guaranteed	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
New Jersey	Subsidy guaranteed <sup>19</sup>	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed <sup>19</sup>	Priority over other children, subsidy not guaranteed <sup>19</sup>	Priority over other children, subsidy not guaranteed <sup>19</sup>	Same priority as other CCDF-eligible children
New Mexico	Subsidy guaranteed	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children

**Table 24. Priority Policies for Different Groups, 2011 (continued) <sup>1</sup>**

State	Children in Foster Care	Children in Head Start	Children in Pre-K	Homeless Families	Teen Parents	Teen Parents in School	Military Families
New York	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children
North Carolina	Priority over other children, subsidy not guaranteed <sup>20</sup>	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children <sup>20</sup>	Same priority as other CCDF-eligible children <sup>20</sup>	Same priority as other CCDF-eligible children <sup>20</sup>	Priority over other children, subsidy not guaranteed <sup>20</sup>	Same priority as other CCDF-eligible children <sup>20</sup>
North Dakota	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>
Ohio	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
Oklahoma	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>
Oregon	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
Pennsylvania	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
Rhode Island	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>
South Carolina	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children			
South Dakota	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
Tennessee	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
Texas	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed
Utah	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>

**Table 24. Priority Policies for Different Groups, 2011 (continued) <sup>1</sup>**

State	Children in Foster Care	Children in Head Start	Children in Pre-K	Homeless Families	Teen Parents	Teen Parents in School	Military Families
Vermont	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
Virginia	NA <sup>3</sup>	Subsidy guaranteed	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children
Washington	NA <sup>3</sup>	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Varies <sup>21</sup>	Same priority as other CCDF-eligible children
West Virginia	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>
Wisconsin	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>
Wyoming	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
American Samoa	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Varies <sup>22</sup>	Priority over other children, subsidy not guaranteed <sup>23</sup>	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children
Guam	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
No Mariana Islands	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
Puerto Rico	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed <sup>24</sup>	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children
Virgin Islands	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Subsidy guaranteed	Subsidy guaranteed	Same priority as other CCDF-eligible children

Source: CCDF Policies Database October 1, 2011 Data

- <sup>1</sup> Written policies for prioritizing groups when funds are limited are captured. All groups may be served when funds are not limited. These policies are often used when a waiting list is in place. An entry of "Priority over other children, subsidy not guaranteed" indicates priority is given for the group of children, but when funds are limited the children may not be guaranteed a subsidy.
- <sup>2</sup> If the department has legal custody of the child or the parent has signed a boarding home agreement, and the department provides a written referral, the foster care child is automatically eligible. Counties have local options for how to prioritize these families when they have a waiting list in place.
- <sup>3</sup> Foster child care is not provided under the state's primary child care subsidy program.
- <sup>4</sup> If a county chooses to partially suspend enrollment, the county must develop policies for which groups of applicants are given priority. Statewide, priority is given to very low-income applicants with income below 130 percent of the Federal Poverty Guidelines and children of teen parents. The county may assign additional priority groups.
- <sup>5</sup> Families with teen parents are given priority. Whether or not the subsidy is guaranteed may vary depending on whether enrollment at the county level is suspended or partially suspended. If a county chooses to partially suspend enrollment, the county must develop policies for which groups of applicants are given priority. Statewide, priority is given to applicants below 130 percent of the Federal Poverty Guidelines and children of teen parents. The county may assign additional priority groups.
- <sup>6</sup> Priority applies to parents under the age of 20 who attend high school. All parents receiving cash assistance, including teen parents, are in the highest priority group.
- <sup>7</sup> Homeless families are provided care for up to three months or until they find suitable living arrangements.
- <sup>8</sup> Subsidies are guaranteed for children with working foster parents.
- <sup>9</sup> All parents under age 26 living with a parent, guardian, or relative and in high school or GED activities are included in this category.
- <sup>10</sup> Priority is for children under school-age only.
- <sup>11</sup> If the family is employed, homeless, and has income less than 100 percent of the Federal Poverty Guidelines, the family is given priority over other families.
- <sup>12</sup> All CCDF-eligible children receive the same priority.
- <sup>13</sup> Only relative foster families receive child care through the CCDF program.
- <sup>14</sup> Priority is given to minor parents working towards a high school diploma or its equivalent and secondly to minor parents who are participating in an approved training program if the family's income is below 100 percent of the Federal Poverty Guidelines.
- <sup>15</sup> If the teen parent is a TANF recipient, he or she is given priority over others and placed in priority group two.
- <sup>16</sup> Parents under age 18 are given priority over parents age 18 to 20 within this group.
- <sup>17</sup> Priority varies based on the income level of the teen parent. Teen parents currently enrolled in high school full time with incomes less than 50 percent the state median income receive a priority number of six. Parents working the required 25 hours per week or enrolled in an approved education program and with income between 50 percent and 85 percent of the state median income receive a priority number of eight.
- <sup>18</sup> Children of parents deployed in the Mississippi National Guard or Reserve qualify for this priority status.
- <sup>19</sup> Priority for subsidies is ranked according to three income-based tiers, A, B, and C. Tier A is given first priority for families with income at or below 150 percent of the Federal Poverty Guidelines, followed by Tier B for families between 151 to 175 percent of the Federal Poverty Guidelines, and finally, Tier C for families between 176 to 200 percent of the Federal Poverty Guidelines. Priority is given according to tier and then to each of the priority categories within each tier.
- <sup>20</sup> Counties have local options for how to prioritize these families when they have a waiting list in place.
- <sup>21</sup> Teen parents who are not living with a parent or guardian and who are full-time students in a high school with a school-sponsored, on-site child care center are given priority.
- <sup>22</sup> If the family is classified as child protective services due to homelessness resulting from a natural disaster, the family is given priority as long as funds are available.
- <sup>23</sup> Families with a minor parent are considered to have special needs and are given priority over other families.
- <sup>24</sup> Families with unstable housing are given priority over other children.

**Table 25. Waiting List Policies, 2011**<sup>2</sup>

State	If the State Uses a Waiting List When Needed	Geographic Coverage of the Waiting List	How Often the Waiting List is Reviewed for Eligibility	If Applicants Must be Notified of Their Status on the Waiting List
Alabama	Yes	Sub-state area	Every 6 months	Yes
Alaska	Yes	Sub-state area	Every 1 month	No
Arizona	Yes	Statewide list	Every 12 months	No
Arkansas	Yes	Sub-state area	No explicit review	Yes
California	No	NA	NA	
Colorado	Yes	Sub-state area	No explicit review	Varies
Connecticut	Yes	Statewide list	No explicit review	No
Delaware	Yes	Statewide list	No explicit review	No
DC	Yes	Statewide list	No explicit review	No
Florida	Yes	Sub-state area	Every 6 months	No
Georgia	No	NA	NA	NA
Hawaii	No	NA	NA	NA
Idaho	No	NA	NA	NA
Illinois	No	NA	NA	NA
Indiana	Yes	Sub-state area	Every 90 days	No
Iowa	Yes	Sub-state area	No explicit review	No
Kansas	Yes	Statewide list	Every 6 months	No
Kentucky	No	NA	NA	NA
Louisiana	Yes	Sub-state area	No explicit review	No
Maine	Yes	Statewide list	Every 12 months	Yes
Maryland	Yes	Sub-state area	No explicit review	No
Massachusetts	Yes	Statewide list	Every 12 months	No
Michigan	No	NA	NA	NA
Minnesota	Yes	Sub-state area	Every 6 months	No
Mississippi	Yes	Statewide list	No explicit review	No
Missouri	Yes	Statewide list	Every 12 months	No
Montana	Yes	Statewide list	Every 10 days	No
Nebraska	No	NA	NA	NA
Nevada	Yes	Statewide list	No explicit review	No
New Hampshire	Yes	Statewide list	Every 6 months	No
New Jersey	Yes	Sub-state area	Every 6 months	Yes
New Mexico	Yes	Statewide list	No explicit review	No
New York	Yes	Sub-state area	No explicit review	No
North Carolina	Yes	Sub-state area	Every 12 months	Yes
North Dakota	No	NA	NA	NA
Ohio	No	NA	NA	NA
Oklahoma	No	NA	NA	NA
Oregon	Yes	Statewide list	No explicit review	No
Pennsylvania	Yes	Sub-state area	Every 6 months	Yes
Rhode Island	No	NA	NA	NA
South Carolina	No	NA	NA	NA
South Dakota	No	NA	NA	NA
Tennessee	No	NA	NA	NA
Texas	Yes	Sub-state area	No explicit review	No
Utah	No	NA	NA	NA

**Table 25. Waiting List Policies, 2011<sup>2</sup>**

State	If the State Uses a Waiting List When Needed	Geographic Coverage of the Waiting List	How Often the Waiting List is Reviewed for Eligibility	If Applicants Must be Notified of Their Status on the Waiting List <sup>3</sup>
Vermont	No	NA	NA	NA
Virginia	Yes	Sub-state area	Every 6 months <sup>24</sup>	Yes
Washington	Yes	Statewide list	No explicit review	No <sup>25</sup>
West Virginia	No	NA	NA	NA
Wisconsin	No	NA	NA	NA
Wyoming	No	NA	NA	NA
American Samoa	Yes	Statewide list	Every 1 month	Yes
Guam	Yes	--- <sup>1</sup>	NA	--- <sup>1</sup>
No Mariana Islands	No	NA	NA	NA
Puerto Rico	Yes	Statewide list	--- <sup>1</sup>	--- <sup>1</sup>
Virgin Islands	Yes <sup>26</sup>	Sub-state area	Every 1 month	Yes

Source: CCDF Policies Database October 1, 2011 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> Written policies concerning the maintenance and review of a waiting list are captured. The policies reflect whether or not states use a waiting list when funds are not available to serve all families. A state may appear on this list as having waiting list policies, even if no family is currently on the waiting list.

<sup>3</sup> The policy reflects whether the family must be notified of its status on the waiting list, such as whether it has been moved up the list, and not whether the family is notified when it is initially placed on the list or removed from the list.

<sup>4</sup> Waiting list families must be reassessed for eligibility at six-month intervals, at which point a written notice is sent out.

<sup>5</sup> Families must maintain contact on a monthly basis. Eligibility is redetermined for any families reporting changes. Failure to make monthly contact results in removal from the waiting list.

<sup>6</sup> Clients are notified by mail when an opening is available in the child care program.

<sup>7</sup> Counties may elect to maintain a waiting list with alternative funds.

<sup>8</sup> Counties have the option to maintain a waiting list. If the county chooses to maintain a waiting list, it must develop waiting list policies and report those policies to the state agency.

<sup>9</sup> Counties must develop a plan for managing the waiting list, which may require families to check in periodically to keep their place on the waiting list.

<sup>10</sup> Families are placed on a waiting list either because funds are not available or because the agency cannot match the child's need with an available provider at that time.

<sup>11</sup> Applicants are reviewed and notified when funds become available.

<sup>12</sup> This policy may vary by locality.

<sup>13</sup> Caseworkers contact families to verify continuing need for the subsidy but not to verify income.

<sup>14</sup> Once families are placed on the waiting list, they are notified when funds become available and must reapply to determine if they are still eligible for child care benefits.

<sup>15</sup> Families are notified when they are placed on the waiting list and notified when funds become available.

<sup>16</sup> When funds become available, applications less than 12 months old are reviewed and information such as earnings and activities must be verified. Applications 12 months or older than the date funds became available are reevaluated and the applicant must resubmit the application and all required verification.

<sup>17</sup> The department and contracted slots agencies must each maintain a waiting list.

<sup>18</sup> Districts may maintain waiting lists when funds are not available for all eligible families.

<sup>19</sup> Policies coded for New York City.

<sup>20</sup> The list is reviewed every 12 months, though the agency may choose to do so more often.

<sup>21</sup> New applicants who received a partial or full month of refugee program benefits, state family pre-SSI or SSDI program benefits, or TANF program cash benefits from the state in at least one of the preceding three months and those reapplying for employment related day care without a break in benefits of two months are not subject to the reservation list.

<sup>22</sup> Families who do not immediately qualify for child care because they are not in one of the priority groups guaranteed subsidies are always placed on a waiting list.

<sup>23</sup> Local agencies are required to establish a waitlist review policy.

<sup>24</sup> Local departments are required to update their waiting lists at least each April and October.

<sup>25</sup> Applicants are reviewed and notified when funds become available. Applicants may call in to request information concerning their status on the waiting list.

<sup>26</sup> A waiting list of 25 applicants is maintained. Any person who contacts the department after the waiting list is established is recorded in a telephone log book.

## IV. FAMILY COPAYMENTS

Each State/Territory sets its own policies for family payments—often termed “copayments”—within the broader federal guidelines on sliding fee scales.<sup>27</sup> Copayment amounts often vary by family size, income, number of children in care, and a number of other factors.

Under the federal guidelines, States/Territories may choose to waive copayments in some cases.<sup>28</sup> Across the States/Territories, copayment exemptions vary based on the family’s income, participation in another assistance program, or other characteristics, such as the special needs of the child.

States/Territories also establish different policies for how copayments are administered. Copayment administration policies outline who the family must pay as well as what the family must pay, including payments for days the child is absent from care.

States/Territories use a number of methods to calculate copayments, including a flat dollar amount, percent of income, percent of the cost of care, and percent of the maximum rate. Some States/Territories use even more complicated measures, such as using a flat dollar amount for lower income families and using a percentage, capped at a predetermined amount, for higher income families. States/Territories may also set a minimum copayment for all families and may adjust copayments based on the number of children in care or the amount or type of care needed.

### Copayment Exemptions (Tables 26 and 27)

Many programs exempt at least some families from paying any copayment. (In other words, these families receive child care for free.) One commonly-used exemption is to exempt all families living in poverty from having to pay a copayment; States/Territories that use this exemption may use the current poverty guideline or an earlier year’s guideline. States/Territories may also choose to exempt families receiving

<sup>27</sup> Under federal CCDF guidelines, States/Territories must establish and periodically revise a sliding fee scale based on income and family size; other factors may also be considered. (Code of Federal Regulations 45 CFR Parts 98 and 99: Child Care and Development Fund: Final Rule may be accessed via the U.S. Government Printing Office website (<http://www.gpo.gov/fdsys/pkg/CFR-2011-title45-vol11/pdf/CFR-2011-title45-vol11-part98.pdf>). Federal policy does not establish maximum copayments, but HHS/ACF documents have suggested that copayments of no more than 10 percent of family income would generally be considered affordable.

<sup>28</sup> As stated earlier, when State/Territory policies appear to conflict with federal guidelines, it is assumed that State/Territory dollars are used to fund those aspects of the program. Federal guidelines allow States/Territories to waive copayments for families with income at or below the Federal Poverty Guidelines or on a case-by-case basis for families in need of protective services. How States/Territories define families in need of protective services varies and may include such groups as families with teen parents or foster children.

benefits or services from certain other programs. Table 26 shows whether each State/Territory exempts families from paying copayments when the family has income below the poverty level or when the family is associated with one of several benefits or services. Highlights from the 2011 table include:

- Eight States/Territories exempt all families with income below 100 percent of the Federal Poverty Guidelines from paying copayments, with some States/Territories using the 2009 poverty guideline and others using the current (2011) poverty guideline.
- Three States (Maryland, Michigan, and Oklahoma) exempt SSI recipients from paying copayments.
- Two States (Kansas and Virginia) allow for some type of exemption for participants in the SNAP Employment and Training program, while one State (Texas) fully exempts participants in the SNAP Employment and Training program from paying copayments.
- Seven States/Territories allow for some type of copayment exemption for families with teen parents. In some of these cases, the teen parent must be attending school.
- Two States/Territories (Missouri and Puerto Rico) have established some type of copayment exemption for families with children with special needs.
- More than half of the States/Territories allow for some type of copayment exemption for families with protective services cases, while a little less than half of the States/Territories allow for some type of copayment exemption for families with foster children. In the case of foster care and child protective services cases, it is common for States/Territories to allow for a copayment exemption on a case by case basis, as determined by the family's caseworker in the other program.

Table 27 focuses on the extent to which families associated in some way with the TANF program are exempt from paying copayments. Subsets of TANF families examined in the table include families receiving TANF who have versus do not have earned income, "child-only" TANF families (cases when the parents/guardians are not considered part of the assistance unit<sup>29</sup>), families transitioning out of the TANF program, families applying for TANF benefits, and families at risk of becoming dependent on TANF. Key findings from 2011 include:

- Less than half (19) of the States/Territories exempt all families currently receiving TANF from paying copayments.
- Eight States/Territories allow for some type of copayment exemption for families transitioning off of TANF, while 13 States/Territories have established copayment exemptions for families in the process of applying for TANF benefits.

<sup>29</sup> The TANF program excludes parents/guardians from the assistance unit for five reasons: when the child is living with non-parent relative caretakers (usually grandparents) and they are either not allowed to be in the assistance unit or they choose not to be included; when the parents are ineligible due to immigrant status (for instance the parents are undocumented immigrants but the children are citizens); when the parents receive SSI; when the parents have been excluded from the unit due to a sanction; and, in a small number of States, when the parents have been excluded from the unit after reaching a time limit.

- Three States (North Dakota, Utah, and Vermont) have established copayment exemptions for families at risk of becoming dependent on TANF.

### Copayment Administration (Table 28)

Copayment policies regarding how and what families are expected to pay also vary across the States/Territories. Table 28 provides policies for who collects the copayment, whether families are expected to pay providers for any charges that exceed the maximum reimbursement rate that will be paid by the State/Territory, and what families are required to pay for absences, including days the child is out sick, days the family is on vacation, and days the provider is not open due to approved closings, such as holidays. Highlights from the 2011 table include:

- All but three States/Territories (California, American Samoa, and the Northern Mariana Islands) require all copayments to be paid to the provider.
- In all but 12 States/Territories, in cases when the family is using child care with a full cost in excess of the State's/Territory's established maximum rates, the family must always or sometimes pay the difference between the provider's charges and the State's/Territory's maximum reimbursement rate. In some States/Territories the parents may be asked to pay the difference only when required by the provider or only for certain types of providers. (Tables 34 through 37 give State/Territory maximum rates for different types of providers.)
- In more than half of the States/Territories, the family continues to pay the regular copayment when the child is ill or on vacation. In three States (Oklahoma, Washington, and West Virginia), parents are not required to pay any copayment for days the child is absent due to the child being ill or on family vacation, while New Hampshire and Wyoming require families to pay the entire cost of care for absences due to illness or vacation. Michigan, New York City, and North Dakota require parents to pay the entire cost of care for absences due to vacation.
- More than half of the States/Territories require the parent to pay the regular copayment for days when the child care provider is closed. Four States (Nebraska, Oklahoma, Washington, and West Virginia) do not require parents to pay a copayment for days the provider is closed, while five States (Georgia, New Hampshire, North Dakota, South Dakota, and Wyoming) require parents to pay the entire cost of care.

### Copayment Calculation (Table 29)

States/Territories use a variety of methods to compute the copayment (when families are not exempt from copayments). In determining the amount of the copayment, States/Territories generally establish copayment charts or fee schedules. In most cases, the fee schedules are broken down by family size and income level. Typically, for a particular family size and income range, the copayment is given as a dollar amount, a percentage of income, or a percentage of the cost of child care. Dollar amount

copayments may be hourly, daily, weekly, or monthly amounts. When the copayment is a dollar amount, it may remain constant even if the family's income changes slightly, as long as the family's income remains within the specified range. If the copayment is a percentage of income, it will change with every change in a family's income.

Table 29 shows each State's/Territory's basic computation method, and also indicates if each State/Territory uses a different income definition for computing copayments and/or uses a minimum copayment. Key findings from 2011 include:

- In 31 States/Territories, the copayment chart gives a dollar amount; in 10 States, the chart gives a percentage that is applied to family income; in eight States/Territories, the copayment is a percentage of the cost of child care. One State computes the copayment as a percentage of the maximum rate, and five States/Territories use more complex formulas, such as using both dollar amounts and percentages.
- Only New York uses different income definitions for establishing eligibility versus copayment amounts. New York's income definition for determining the family's copayment uses only the percentage of income that exceeds the poverty level.
- Eleven States/Territories have explicitly defined a minimum copayment for all families, which may supersede the minimum copayment produced by the established fee schedule. Minimum copayments are reflected as monthly dollar amounts (ranging from five dollars per month in Colorado to 25 dollars per month in Oregon), weekly dollar amounts (ranging from one dollar per week in New York to five dollars per week in Pennsylvania), daily dollar amounts (one dollar per day in Arizona), and a percentage of income (five percent of income in Nevada). In these States/Territories, if the standard formula (such as a percentage of income) would result in a copayment lower than the State/Territory statutory minimum, the family instead pays the State/Territory statutory minimum copayment.

### Copayment Adjustments (Table 30)

Three issues that may affect copayments are the number of children receiving subsidized care, whether care is full-time or part-time, and whether care is being provided for a child with special needs. If a State/Territory computes copayments using dollar amounts that vary with family income level or as a percentage of family income, a decision must be made whether to vary the copayments based on number of children, the hours of child care, or the need for special-needs care. Table 30 describes these policies.

Highlights from the 2011 table concerning the number of children in care include:

- In 20 States/Territories, the copayment is a dollar amount or percentage of income and is family-level; it does not vary with the number of children in the family who are receiving subsidized child care.

- In eight States/Territories, the copayment is a dollar amount or percentage of income and is per-child; the family's copayment equals the per-child copayment multiplied by the number of children receiving subsidized child care.
- In other programs with a copayment equal to a dollar amount or percentage of income, the copayment is adjusted when more than one child is in care. Rather than pay the same amount for each child, the family pays a lower fee for the additional children in care. In these States/Territories, the copayment for the second child ranges from 18 percent of a one-child copayment in Texas to 75 percent of a one-child copayment in New Jersey and D.C. Copayment adjustments for the third child in care range from 25 percent of a one-child copayment in Massachusetts, New Mexico, and Puerto Rico to 50 percent of a one-child copayment in Florida.
- Ten States/Territories set copayments as a percent of the maximum reimbursement rate or cost of care. These States/Territories do not establish separate policies for copayment adjustments based on the number of children in care; in general, the higher cost of care for more children will result in a higher copayment.

Highlights from the 2011 table concerning part-time care and special-needs care include:

- Among the States/Territories that compute copayments as a dollar amount or a percentage of family income, more than half make no adjustment to the copayment when the child is in care part time.
- Among the States/Territories that do adjust the copayment for part-time care, the adjustments range from approximately 35 percent of the full-time copayment in Texas to 75 percent of the full-time copayment in New Mexico, New York City, and North Carolina. In most States/Territories that reduce the copayment for part-time care, the copayment is reduced by half.
- Six States/Territories make some type of adjustment to the copayment for children with special needs. Missouri and Puerto Rico do not require any copayment for special-needs care, and Mississippi asks families with special-needs children to pay only 10 dollars per month. In contrast, in Delaware the copayment for a special-needs child is five percent higher than the copayment for a child without special needs.

### Copayment Amounts (Tables 31, 32, and 33)

After determining the income level and family size, each family in need of care (and not exempt from copayments) is assigned a copayment amount. The amounts vary greatly across States/Territories. In some States, copayments also vary across counties or regions. Tables 31, 32, and 33 provide copayments for select family sizes and income levels. In the States in which copayments may vary in different areas of the State (Colorado, Florida, Maryland, New York, Texas, and Virginia), the copayments shown in the tables are for the most populous area of the State.

The three tables each focus on a different family situation. Table 31 shows copayments for a single-parent family with a 2-year-old child, Table 32 looks at a single-parent family with a 2-year-old and a 4-year-old, and Table 33 gives copayments for a two-parent family with a 2-year-old and a 4-year-old. For each family situation, the table shows the monthly copayment in each program if the family has earnings at different annual earnings levels. The copayments in the tables are the result of applying each State's/Territory's detailed copayment policies to each hypothetical family situation; copayments that are expressed by the State/Territory in hourly, daily, or weekly terms are all converted to monthly terms for cross-State/Territory comparability. The tables all assume that the children are in center-based child care for eight hours per day, five days per week; none of the children have special needs; all income is earned income; and the earnings are received evenly over the year. In States/Territories that base the copayment on a percentage of the cost of care, the maximum reimbursement rate was used to calculate the copayment amount. Finally, for purposes of noting when a family at a particular earnings level is no longer eligible for the subsidy, the table assumes the family is just beginning to receive subsidies. (In other words, the initial eligibility thresholds are used rather than the continuing eligibility thresholds.) Further assumptions, as noted below, were made for each table.

Table 31 provides monthly copayments for a two-person family. In addition to the assumptions noted above, the table also assumes the family consists of one parent and one child, and the child is 24 months old. (The age of the child most commonly affects copayments that are based on a percentage of the cost of care or maximum reimbursement rate.) Key findings from the 2011 table include:

- Copayments for a two-person family with 15,000 dollars in annual earnings range from zero dollars per month in California, South Dakota, Vermont, Wyoming, American Samoa, and the Virgin Islands to 419 dollars per month in Hawaii.
- Copayments for a two-person family with 20,000 dollars in annual earnings range from zero dollars per month in California, American Samoa, and the Virgin Islands to 698 dollars per month in Hawaii. In eight States/Territories, a two-person family at this income level does not qualify for subsidized care.
- Copayments for a two-person family with 25,000 dollars in annual earnings range from zero dollars per month in American Samoa and the Virgin Islands to 977 dollars per month in Hawaii. In 20 States/Territories, a two-person family at this income level does not qualify for subsidized care.
- Copayments for a two-person family with 30,000 dollars in annual earnings range from zero dollars per month in American Samoa to 1,256 dollars per month in Hawaii. In 41 States/Territories, a two-person family at this income level does not qualify for subsidized care.

Table 32 provides monthly copayments for a three-person family. In addition to the assumptions used for all of the copayment amount tables, the table assumes the family consists of one parent and two children, ages 24 months and 48 months. Key findings from the 2011 table include:

- Copayments for a three-person family with 15,000 dollars in annual earnings range from zero dollars per month in California, Indiana, Iowa, Nebraska, New Jersey, Rhode Island, South Dakota, Vermont, Wyoming, American Samoa, Guam, and the Virgin Islands to 414 dollars per month in Hawaii.
- Copayments for a three-person family with 20,000 dollars in annual earnings range from zero dollars per month in California, Wyoming, American Samoa, and the Virgin Islands to 828 dollars per month in Hawaii.
- Copayments for a three-person family with 25,000 dollars in annual earnings range from zero dollars per month in American Samoa and the Virgin Islands to 1,035 dollars per month in Hawaii. In nine States/Territories, a three-person family at this income level does not qualify for subsidized care.
- Copayments for a three-person family with 30,000 dollars in annual earnings range from zero dollars per month in American Samoa and the Virgin Islands to 1,449 dollars per month in Hawaii. In 18 States/Territories, a three-person family at this income level does not qualify for subsidized care.

Table 33 provides monthly copayments for a four-person family. This table uses the same basic assumptions used for all of the copayment amount tables, and it also assumes the family consists of two parents and two children, ages 24 months and 48 months. Highlights from the 2011 table include:

- Copayments for a four-person family with 15,000 dollars in annual earnings range from zero dollars per month in California, Indiana, Iowa, Kansas, Massachusetts, Minnesota, Nebraska, New Jersey, Rhode Island, South Dakota, Vermont, Wyoming, American Samoa, Guam, and the Virgin Islands to 207 dollars per month in Hawaii.
- Copayments for a four-person family with 30,000 dollars in annual earnings range from zero dollars per month in American Samoa and the Virgin Islands to 1,035 dollars per month in Hawaii. In eight States/Territories, a four-person family at this income level does not qualify for subsidized care.
- Copayments for a four-person family with 40,000 dollars in annual earnings range from zero dollars per month in American Samoa to 1,656 dollars per month in Hawaii. In 24 States/Territories, a four-person family at this income level does not qualify for subsidized care.

The CCDF Policies Database provides a much greater level of detail concerning copayment policies, including additional family sizes and income levels.

#### Changes in Copayment Policies from 2010 to 2011

From 2010 to 2011, there were several changes in States’/Territories’ copayment policies, with most of the changes occurring in the amount families are required to pay. Relatively few changes were seen in the policies associated with those amounts. With the exception of updating the year of the poverty guidelines used for the poverty exemption in some States, policies for exempting some families from paying copayments remained

unchanged from 2010 to 2011 in all but one State/Territory. In the Virgin Islands, families with income below 100 percent of the Federal Poverty Guidelines were exempt from copayments in 2010, but not in 2011.

Copayment policies for absences remained the same in all but two States/Territories. In 2010, Illinois's policies for paying for days a child was absent from care varied depending on the type of provider. In 2011, the policies no longer varied by type of provider, with all families responsible for paying their regular copayment for days the child was not in care. In North Dakota, families were responsible for paying their normal copayment when a child was absent due to illness in 2010, but in 2011 the policy varied depending on the number of hours needed as well as the provider's policy for absences.

Policies establishing a minimum copayment for families remained the same in all but two States/Territories. Both Alaska and Arizona did not require a minimum copayment in 2010, but in 2011 Alaska required families to pay at least 20 dollars monthly, and Arizona required families to pay a minimum of one dollar daily.

Policies for adjusting copayments for additional children in care beyond the first child changed in only one State. In 2010, Illinois adjusted the copayment for multiple children, while in 2011, the State used a family-level copayment that did not vary by the number of children receiving care.

From 2010 to 2011, copayments for a two-person family with 15,000 dollars in annual earnings changed in 12 States/Territories, increasing in 10 and decreasing in two. In the Northern Mariana Islands, two-person families were not eligible at this income level in 2010, but they were eligible in 2011. Copayments for a two-person family with 20,000 dollars in annual earnings changed in 11 States/Territories, increasing in nine and decreasing in two. In Ohio, families who were eligible at this income level in 2010 were no longer eligible in 2011. In the Northern Mariana Islands, two-person families at this income level were not eligible in 2010, but in 2011 they were eligible. Copayments for a two-person family with 25,000 dollars in annual earnings changed in 11 States/Territories from 2010 to 2011, increasing in eight and decreasing in three. In the Virgin Islands, two-person families at this income level were not eligible in 2010, but in 2011 they were eligible. Copayments for a two-person family with 30,000 dollars in annual earnings decreased in one State/Territory. In Louisiana and South Dakota, families who were eligible at this income level in 2010 were no longer eligible in 2011. In the Virgin Islands, two-person families at this income level were not eligible in 2010, but in 2011 they were eligible.

From 2010 to 2011, copayments for a three-person family with 15,000 dollars in annual earnings changed in 11 States/Territories, increasing in nine and decreasing in two. Copayments for a three-person family with 20,000 dollars in annual earnings changed in 15 States/Territories, increasing in 11 and decreasing in four. In the Northern Mariana Islands, three-person families at this income level were not eligible in 2010, but in 2011 they were eligible. Copayments for a three-person family with 25,000 dollars in

annual earnings changed in 16 States/Territories from 2010 to 2011, increasing in 10 and decreasing in six. In Ohio, families who were eligible at this income level in 2010 were no longer eligible in 2011. Copayments for a three-person family with 30,000 dollars in annual earnings changed in 10 States/Territories, increasing in nine and decreasing in one. In Arkansas, North Dakota, and the Virgin Islands, three-person families at this income level were not eligible in 2010, but in 2011 they were eligible.

From 2010 to 2011, copayments for a four-person family with 15,000 dollars in annual earnings changed in 11 States/Territories, increasing in eight and decreasing in three. Copayments for a four-person family with 30,000 dollars in annual earnings changed in 16 States/Territories from 2010 to 2011, increasing in nine and decreasing in seven. In Ohio, families who were eligible at this income level in 2010 were no longer eligible in 2011. In the Northern Mariana Islands, four-person families at this income level were not eligible in 2010, but they were eligible in 2011. Copayments for a four-person family with 40,000 dollars in annual earnings changed in 10 States/Territories, increasing in six and decreasing in four. In Minnesota, Rhode Island, and the Virgin Islands, four-person families at this income level were not eligible in 2010, but in 2011, they were eligible.

**Table 26. Copayment Exemptions, 2011 <sup>2</sup>**

State	<u>Poverty Exemption <sup>3</sup></u>		<u>If Different Groups are Exempt from Paying Copayments</u>						Families with Child Protective Services (CPS) Cases
	If All Families with Income Under 100 Percent of the Federal Poverty Guidelines are Exempt	Year of Poverty Guidelines Used for Exemption	SSI Recipients	Families with a Foster Child	SNAP E&T Participants	Teen Parents	Families with a Child with Special Needs		
Alabama	Yes	2009	No	No	No	No	No	Varies <sup>4</sup>	
Alaska	No	NA	No	No	No	No	No	No	
Arizona	No	NA	No	Yes	No	No	No	Yes	
Arkansas	No	NA	No	Yes	No	No	No	No	
California	No <sup>5</sup>	NA	No	NA <sup>6</sup>	NA <sup>7</sup>	No	No	Varies <sup>8</sup>	
Colorado	No <sup>9</sup>	NA	No	NA <sup>6</sup>	NA <sup>7</sup>	Varies <sup>10</sup>	No	NA <sup>11</sup>	
Connecticut	No	NA	No	No	No	No	No	No	
Delaware	No	NA	No	No	No	Varies <sup>12</sup>	No	Yes	
DC	No <sup>13</sup>	NA	No	Yes	No	Yes	No	Yes	
Florida	No <sup>14</sup>	NA	No	Varies <sup>14</sup>	NA <sup>7</sup>	No	No	Varies <sup>14</sup>	
Georgia	No	NA	No	Yes	No	Varies <sup>15</sup>	No	Varies <sup>16</sup>	
Hawaii	No	NA	No	Yes	No	No	No	Yes	
Idaho	No	NA	No	Yes	No	No	No	No	
Illinois	No	NA	No	NA <sup>6</sup>	No	No	No	NA <sup>11</sup>	
Indiana	Yes	2009	No	No	No	No	No	No	
Iowa	Yes	2009	No	No <sup>17</sup>	No	No	No	Yes	
Kansas	No <sup>18</sup>	NA	No	No	Varies <sup>19</sup>	No	No	No	
Kentucky	No <sup>20</sup>	NA	No	NA <sup>6</sup>	No	No	No	Varies <sup>21</sup>	
Louisiana	No	NA	No	Yes	No	No	No	Yes	
Maine	No	NA	No	No	No	No	No	No	
Maryland	No	NA	Yes	NA <sup>6</sup>	No	No	No	NA <sup>11</sup>	
Massachusetts	No	NA	No	Yes	No	No	No	Varies <sup>22</sup>	
Michigan	No	NA	Yes	Yes	No	No	No	Yes	
Minnesota	No <sup>23</sup>	NA	No	NA <sup>6</sup>	No	No	No	NA <sup>11</sup>	
Mississippi	No	NA	No	No	No	No	No	No	

**Table 26. Copayment Exemptions, 2011 <sup>2</sup>**

State	<u>Poverty Exemption <sup>3</sup></u>		<u>If Different Groups are Exempt from Paying Copayments</u>						Families with Child Protective Services (CPS) Cases
	If All Families with Income Under 100 Percent of the Federal Poverty Guidelines are Exempt	Year of Poverty Guidelines Used for Exemption	SSI Recipients	Families with a Foster Child	SNAP E&T Participants	Teen Parents	Families with a Child with Special Needs		
Missouri	No <sup>24</sup>	NA	No	Yes	NA <sup>7</sup>	No	Yes	Yes	
Montana	No	NA	No	No	No	No	No	Yes	
Nebraska	No <sup>25</sup>	NA	No	Varies <sup>26</sup>	No	No	No	Varies <sup>26</sup>	
Nevada	No	NA	No	Yes	No	No	No	Yes	
New Hampshire	No	NA	No	Yes	No	No	No	Yes	
New Jersey	Yes	2011	No	Yes <sup>27</sup>	No	No	No	Varies <sup>28</sup>	
New Mexico	No	NA	No	Yes	No	No	No	Yes	
New York	No	NA	No	No <sup>29</sup>	No	No	No	Yes	
North Carolina	No	NA	No	Yes	No	No	No	Yes	
North Dakota	No <sup>30</sup>	NA	No	NA <sup>6</sup>	No	Varies <sup>31</sup>	No	NA <sup>11</sup>	
Ohio	No	NA	No	No	No	No	No	Yes	
Oklahoma	No	NA	Yes <sup>32</sup>	Yes	NA <sup>7</sup>	No	No	Varies <sup>33</sup>	
Oregon	No	NA	No	No	No	No	No	NA <sup>11</sup>	
Pennsylvania	No	NA	No	No	No	No	No	No	
Rhode Island	Yes	2009	No	---	No	No	No	No	
South Carolina	No	NA	No	Yes <sup>34</sup>	No	No	No	No	
South Dakota	Yes	2011	No	Yes	No	No	No	No	
Tennessee	No	NA	No	No	No	No	No	Yes	
Texas	No	NA	No	Yes	Yes	No	No	Varies <sup>35</sup>	
Utah	No	NA	No	NA <sup>6</sup>	No	No	No	No	
Vermont	No	NA	No	Yes	No	No	No	Varies <sup>36</sup>	
Virginia	No	NA	No	NA <sup>6</sup>	Varies <sup>37</sup>	No	No	No	
Washington	No	NA	No	NA <sup>6</sup>	No	No	No	NA <sup>11</sup>	
West Virginia	No	NA	No	Yes	No	No	No	Varies <sup>38</sup>	
Wisconsin	No	NA	No	Yes	No	Varies <sup>39</sup>	No	NA <sup>11</sup>	
Wyoming	Yes	2011	No	No	No	No	No	NA <sup>11</sup>	

**Table 26. Copayment Exemptions, 2011<sup>2</sup>**

State	<u>Poverty Exemption<sup>3</sup></u>		<u>If Different Groups are Exempt from Paying Copayments</u>					
	If All Families with Income Under 100 Percent of the Federal Poverty Guidelines are Exempt	Year of Poverty Guidelines Used for Exemption	SSI Recipients	Families with a Foster Child	SNAP E&T Participants	Teen Parents	Families with a Child with Special Needs	Families with Child Protective Services (CPS) Cases
American Samoa	NA <sup>40</sup>	NA <sup>40</sup>	NA <sup>40</sup>	NA <sup>40</sup>	NA <sup>40</sup>	NA <sup>40</sup>	NA <sup>40</sup>	NA <sup>40</sup>
Guam	Yes	2009	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	No	--- <sup>1</sup>	Yes
No Mariana Islands	No	NA	No	No	No	No	No	No
Puerto Rico	No <sup>41</sup>	NA	--- <sup>1</sup>	Yes	No	Yes	Yes	Yes
Virgin Islands	No	NA	No	Varies <sup>42</sup>	No	No	No	Varies <sup>43</sup>

Source: CCDF Policies Database October 1, 2011 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> Federal CCDF policies allow for copayments to be waived for all or a subset of families whose incomes are at or below the Federal Poverty Guidelines or for children who are in need of protective services. States may choose to use state funds to waive copayments for families who do not meet the federal guidelines.

<sup>3</sup> The poverty exemption is an explicit exemption, specifically stated in the state's policies. In states with a poverty exemption, families below 100 percent of the Federal Poverty Guidelines are exempt. Exemptions below 100 percent of the Federal Poverty Guidelines are footnoted.

<sup>4</sup> The parental fee is not required unless the referral from the department specifically indicates that the fee requirement applies.

<sup>5</sup> Families below 40 percent of state median income are categorically exempt from copayments.

<sup>6</sup> Foster child care is not provided under the state's primary child care subsidy program.

<sup>7</sup> Child care for SNAP E&T participants is not provided under the state's primary child care subsidy program.

<sup>8</sup> Families may be exempt from paying fees for up to 12 months if the referral prepared by the child welfare services worker specifies it is necessary to exempt the family from paying the fee.

<sup>9</sup> In some cases, due to financial hardship, the family may find it difficult to pay the parental fee. In these cases, the parental fee can be reduced to the hardship fee of five dollars. Counties determine what constitutes a hardship and when a parental fee can be reduced. To reduce a client's fee, the hardship reason must be documented in the case file and written approval must be obtained from the county director. A reduction of a parental fee is a temporary reduction for up to three months, although hardship awards may be extended if conditions causing hardship persist.

<sup>10</sup> Teen households where all parents are in junior high, high school, or obtaining their GED and for whom payment of the parental fee would produce a hardship do not have to pay a parental fee.

<sup>11</sup> Child protective services child care is not provided under the state's primary child care subsidy program.

<sup>12</sup> Exemptions are limited to teen parents 18 and younger attending high school or its equivalent.

<sup>13</sup> Families with income equal to or below 50 percent of the Federal Poverty Guidelines are exempt from copayments.

<sup>14</sup> Reduced fees or copay exemptions are decided on a case-by-case basis.

<sup>15</sup> Minor parents under 18 years old who are attending middle or high school are exempt.

- <sup>16</sup> Families with open child protective services cases are not exempt from copayments. Children in state custody, not including foster homes, are exempt from the copayment.
- <sup>17</sup> Only relative foster families receive child care through the CCDF program.
- <sup>18</sup> Employed families with income below 70 percent of the 2011 Federal Poverty Guidelines are not assigned a copayment.
- <sup>19</sup> SNAP E&T clients are exempt from copayments if the household consists of a single parent who is unemployed or two parents with only one parent employed.
- <sup>20</sup> Families whose monthly income is below 900 dollars, regardless of family size, pay no copayment.
- <sup>21</sup> The department may choose to waive the copayment for child protective services cases, but not all child protective services cases are exempt from copayments. If the court orders the family to pay a specified copayment, that amount is paid in place of the standard copayment.
- <sup>22</sup> The child protective services agency has the discretion to waive the copayment on an as needed basis.
- <sup>23</sup> Families with income below 75 percent of the Federal Poverty Guidelines are assessed a zero dollar copayment.
- <sup>24</sup> Families whose income is below 25 percent of the state median income level pay only one dollar annually.
- <sup>25</sup> For families size two through eight, it is implicit in the state's fee schedule that the copayment is zero if income is below 100 percent of the Federal Poverty Guidelines. This does not apply for families size nine and above, who use the same income thresholds as families size eight.
- <sup>26</sup> The family pays no copayment if the service is supportive of the family case plan and the caseworker determines it is in the best interest of the family to pay no copayment.
- <sup>27</sup> There is no copayment for a child under department child protective services supervision who is in a paid foster placement.
- <sup>28</sup> Case managers may waive or reduce copayments on a case-by-case basis if the determined copayment amount will cause undue hardship to a child protective services family.
- <sup>29</sup> Foster care cases are charged the minimum fee of one dollar for child care.
- <sup>30</sup> The state may choose to waive the copayment requirement for families with very low income.
- <sup>31</sup> Teen parents participating in the Crossroads program are exempt from copayments.
- <sup>32</sup> The child receiving SSI is not assessed a copayment, but a copayment will be assigned for other children in the household who are not receiving SSI.
- <sup>33</sup> Child protective services cases may or may not be exempt from the copayment depending on the family's circumstances.
- <sup>34</sup> The family is exempt from the copayment requirement, but may be asked to pay the difference between what the provider charges and the maximum reimbursement rate.
- <sup>35</sup> Families are exempt unless the child protective services agency assigns a copayment.
- <sup>36</sup> When a child is in transition to reunification with his or her biological parents, the family is exempt from copayments for six months. Child protective services children living with foster parents are exempt.
- <sup>37</sup> For SNAP E&T participants, if income falls at or below 100 percent of the Federal Poverty Guidelines, the family is exempt from copayments.
- <sup>38</sup> Families are not exempt unless the child protective services worker waives the fee as part of an approved safety or treatment plan.
- <sup>39</sup> Teen parents who participate in the state's program to assist school-age children in TANF families in attending and completing school are exempt from the copayment. All other teen parents have their copayment set at the lowest copayment level based on the number of children in care.
- <sup>40</sup> American Samoa serves families that all fall below the Federal Poverty Guidelines and waives the copayment for all eligible families.
- <sup>41</sup> Families with income below 50 percent of the state median income are exempt from copayments.
- <sup>42</sup> For the purposes of CCDF funding, foster children are considered in protective services, and the agency may waive copayments on a case-by-case basis.
- <sup>43</sup> The agency may waive the copayment for children in protective services on a case-by-case basis.

**Table 27. Copayment Exemptions for TANF Families, 2011 <sup>2</sup>**

State	All Current TANF Families <sup>3</sup>	TANF Families with No Earned Income	TANF Families with Earned Income	Child-Only TANF Families	Families Transitioning Off TANF <sup>4</sup>	TANF Applicants	Families at Risk of Becoming Dependent on TANF <sup>4</sup>
Alabama	No	No	No	No	No	No	No
Alaska	No	No	No	No	No	No	No
Arizona	Yes	Yes	Yes	Yes	Varies <sup>5</sup>	No	No
Arkansas	--- <sup>1,6</sup>	--- <sup>1,6</sup>	--- <sup>1,6</sup>	--- <sup>1,6</sup>	No	No	No
California	Yes	Yes	Yes	Yes	No	No	No
Colorado	No <sup>7</sup>	Yes	No <sup>7</sup>	NA <sup>8</sup>	No <sup>7</sup>	No <sup>7</sup>	No <sup>7</sup>
Connecticut	No	Yes	No	Yes	No	No	No
Delaware	Yes	Yes	Yes	Yes	No	No	No
DC	No <sup>9</sup>	Yes <sup>9</sup>	No	Yes	No	No	No
Florida	No	No	No	Varies <sup>10</sup>	No	No	No
Georgia	No <sup>11</sup>	No	Yes	Yes	No	No	No
Hawaii	No	No	No	No	No	No	No
Idaho	Yes <sup>12</sup>	Yes <sup>12</sup>	Yes <sup>12</sup>	Yes <sup>12</sup>	Yes <sup>12</sup>	Yes <sup>12</sup>	No
Illinois	No	No	No	Yes <sup>13</sup>	No	No	No
Indiana	No	No	No	No	No	No	No
Iowa	Yes	Yes	Yes	Yes	No	No	No
Kansas	Yes	Yes	Yes	Yes	Yes	Yes	No
Kentucky	No	No	No	No	No	No	No
Louisiana	Yes <sup>14</sup>	Yes <sup>14</sup>	Yes <sup>14</sup>	Yes <sup>14</sup>	No	Yes	No
Maine	No	No	No	No	No	No	No
Maryland	No	Yes	Yes	No	No	Yes	No
Massachusetts	No <sup>15</sup>	Yes <sup>15</sup>	Yes <sup>15</sup>	No	No	No	No
Michigan	Yes	Yes	Yes	Yes	Yes	Yes <sup>16</sup>	No
Minnesota	No	No	No	No	No	No	No
Mississippi	Yes	Yes	Yes	Yes	No	No	No
Missouri	No <sup>17</sup>	No	No	No	No	No	No
Montana	No	No	No	No	No	No	No
Nebraska	Yes	Yes	Yes	Yes	No	Yes	No
Nevada	No	Yes	Yes	No	No	Yes	No
New Hampshire	No	No	No	No	No	No	No
New Jersey	No	Yes	No	Yes	No	No	No

**Table 27. Copayment Exemptions for TANF Families, 2011 <sup>2</sup>**

State	All Current TANF Families <sup>3</sup>	TANF Families with No Earned Income	TANF Families with Earned Income	Child-Only TANF Families	Families Transitioning Off TANF <sup>4</sup>	TANF Applicants	Families at Risk of Becoming Dependent on TANF <sup>4</sup>
New Mexico	No	No	No	No	No	No	No
New York	Yes <sup>18</sup>	Yes	Yes	Yes	No	Yes <sup>19</sup>	No
North Carolina	No	No	No	Yes <sup>20</sup>	No	No	No
North Dakota	No <sup>21</sup>	Yes <sup>21</sup>	Yes <sup>21</sup>	Varies <sup>22</sup>	Varies <sup>23</sup>	No	Yes <sup>21</sup>
Ohio	Yes	Yes	Yes	Yes	Yes	No	No
Oklahoma	Yes	Yes	Yes	Yes	No	Yes	No
Oregon	No	No	No	No	Varies <sup>24</sup>	No	No
Pennsylvania	No	Yes <sup>25</sup>	No	NA <sup>8</sup>	No	No	No
Rhode Island	Yes	Yes	Yes	Yes	No	No	No
South Carolina	No	Yes <sup>26</sup>	Yes <sup>26</sup>	No	No	Yes	No
South Dakota	Yes	Yes	Yes	Yes	No	No	No
Tennessee	Yes	Yes	Yes	Yes	No	No	No
Texas	No	Yes	Yes	No	No	Yes	No
Utah	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Vermont	Yes	Yes	Yes	Yes	No	No	Yes
Virginia	Yes	Yes	Yes	Yes	No	No	No
Washington	No	No	No	No	No	No	No
West Virginia	No	No	No	No	No	No	No
Wisconsin	No	No	No	NA <sup>8</sup>	No <sup>27</sup>	No	No
Wyoming	No	No	No	No	No	No	No
American Samoa	NA <sup>28</sup>	NA <sup>28</sup>	NA <sup>28</sup>	NA <sup>28</sup>	NA <sup>28</sup>	NA <sup>28</sup>	NA <sup>28</sup>
Guam	No	Yes	No	--- <sup>1</sup>	No	--- <sup>1</sup>	--- <sup>1</sup>
No Mariana Islands	NA <sup>28</sup>	NA <sup>28</sup>	NA <sup>28</sup>	NA <sup>28</sup>	NA <sup>28</sup>	NA <sup>28</sup>	NA <sup>28</sup>
Puerto Rico	No	Yes	No	No	No	No	No
Virgin Islands	No	Yes <sup>29</sup>	No	No	No	Yes <sup>29</sup>	No

Source: CCDF Policies Database October 1, 2011 Data

<sup>1</sup> Information not found in state's manual.<sup>2</sup> Federal CCDF policies allow for copayments to be waived for all or a subset of families whose incomes are at or below the Federal Poverty Guidelines or for children who are in need of protective services. States may choose to use state funds to waive copayments for families who do not meet the federal guidelines.

- <sup>3</sup> An entry of "Yes" indicates all TANF families, including TANF families with no earnings, TANF families with earnings, and TANF families with child-only cases, are exempt from paying a copayment.
- <sup>4</sup> How states define families transitioning off of TANF or families at risk of becoming dependent on TANF may vary.
- <sup>5</sup> Families receiving transitional child care are exempt from copayments beyond the third child in the family.
- <sup>6</sup> In the participation agreement form, the provider has to agree to waive all registration, insurance, materials, and fee charges for TANF recipients who are not employed but participate in work activities, education, or training components.
- <sup>7</sup> In some cases, due to financial hardship, the family may find it difficult to pay the parental fee. In these cases, the parental fee can be reduced to the hardship fee of five dollars. Counties determine what constitutes a hardship and when a parental fee can be reduced. To reduce a client's fee, the hardship reason must be documented in the case file and written approval must be obtained from the county director. A reduction of a parental fee is a temporary reduction for up to three months, although hardship awards may be extended if conditions causing hardship persist.
- <sup>8</sup> Child-only TANF families are not served under the state's primary child care subsidy program.
- <sup>9</sup> TANF recipients in countable activities are exempt from copayments when TANF income is their only income. Families receiving earned income qualify as working parents and are not exempt from copayments.
- <sup>10</sup> Reduced fees or copayment exemptions are decided on a case-by-case basis.
- <sup>11</sup> Only TANF families participating in state approved activities, such as education, training, and employment, are exempt.
- <sup>12</sup> TANF families and families with pending TANF cases pay no copayment. They are responsible for any amount the provider charges over the market rate.
- <sup>13</sup> All participants must share in the cost of child care except employed non-parent caretaker relatives, who receive a child-only or general assistance benefit for children needing care due to the relatives' employment.
- <sup>14</sup> TANF families are required to pay any amount above what the agency pays, which is 100 percent of the maximum rate.
- <sup>15</sup> Families with authorization from the department that administers TANF are exempt from copayments.
- <sup>16</sup> Families are exempt from copayments if child care will be needed to attend TANF activities.
- <sup>17</sup> If the family's only income is TANF income, the family pays only one dollar annually.
- <sup>18</sup> Families receiving temporary assistance pay no copayment, unless they are repaying an overpayment. Families who choose to receive child care in lieu of temporary assistance pay the minimum copayment of one dollar per week.
- <sup>19</sup> TANF applicants who meet work requirements are not required to pay a copayment.
- <sup>20</sup> Children with no countable income residing with an adult other than their parents are exempt.
- <sup>21</sup> The family is responsible for paying any amount that is over the allowable maximum child care amount.
- <sup>22</sup> If the TANF caretaker is ineligible, a copayment may be assessed. The TANF caretaker is always responsible for paying any amount that is over the maximum reimbursement rate.
- <sup>23</sup> Families transitioning off of TANF are not assigned a copayment if the children in the family receive SSI. The family is still responsible for paying any amount that is over the allowable maximum child care amount.
- <sup>24</sup> There is no copayment for the first month to allow for a 10-day notice to transition to Employment Related Day Care.
- <sup>25</sup> TANF families that are not working but in the employment and training program are exempt.
- <sup>26</sup> The family is exempt from the copayment requirement, but may be asked to pay the difference between what the provider charges and the maximum reimbursement rate.
- <sup>27</sup> Families transitioning off of a TANF work program are assigned the minimum copayment based on the number of children in care for up to five weeks of care.
- <sup>28</sup> The territory or outlying area does not have a TANF program.
- <sup>29</sup> Copayments are waived for TANF and other families below the poverty level.

**Table 28. Copayment Administration, 2011**

State	Who Collects the Copayment	If Family is Required to Pay the Difference Between the Maximum Reimbursement Rate and the Provider Rate <sup>2</sup>	What the Family Pays for Absences		
			Illness	Vacation	Approved Closings
Alabama	Provider	Always	Copayment	Copayment	Copayment
Alaska	Provider	Always	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>
Arizona	Provider	Always <sup>3</sup>	Varies <sup>4</sup>	Varies <sup>4</sup>	Varies <sup>4</sup>
Arkansas	Provider	Sometimes <sup>5</sup>	Varies <sup>4</sup>	Varies <sup>4</sup>	Varies <sup>4</sup>
California	Other <sup>6</sup>	Always	Copayment	Copayment	Copayment
Colorado	Provider	Never <sup>7</sup>	Copayment <sup>8</sup>	Copayment <sup>8</sup>	Copayment <sup>8</sup>
Connecticut	Provider	Always <sup>9</sup>	Copayment	Copayment	Copayment
Delaware	Provider	Sometimes <sup>10</sup>	Copayment	Copayment	Copayment
DC	Provider	Never	Copayment <sup>11</sup>	Copayment <sup>11</sup>	Copayment
Florida	Provider	Always	Copayment <sup>12</sup>	Copayment <sup>12</sup>	Copayment <sup>12</sup>
Georgia	Provider	Sometimes <sup>13</sup>	Copayment	Varies <sup>14</sup>	Entire cost of care <sup>15</sup>
Hawaii	Provider	Always	Copayment	Copayment	Copayment
Idaho	Provider	Always	Copayment	Copayment	Copayment
Illinois	Provider	Sometimes <sup>16</sup>	Copayment	Copayment	Copayment
Indiana	Provider	Always <sup>17</sup>	Copayment	Copayment	Copayment
Iowa	Provider	Never <sup>18</sup>	Copayment <sup>19</sup>	Copayment <sup>19</sup>	Copayment <sup>19</sup>
Kansas	Provider <sup>20</sup>	Always <sup>20</sup>	Varies <sup>20</sup>	Varies <sup>20</sup>	Varies <sup>20</sup>
Kentucky	Provider	Always	Copayment	Copayment	Copayment
Louisiana	Provider	Always	Copayment <sup>21</sup>	Copayment <sup>21</sup>	Copayment <sup>21</sup>
Maine	Provider	Never	Copayment	Copayment	Copayment
Maryland	Provider	Always <sup>4</sup>	Varies <sup>4</sup>	Varies <sup>4</sup>	Varies <sup>4</sup>
Massachusetts	Provider	Never <sup>22</sup>	Copayment	Copayment <sup>23</sup>	Copayment <sup>24</sup>
Michigan	Provider	Always <sup>25</sup>	Copayment <sup>26</sup>	Entire cost of care	Copayment <sup>26</sup>
Minnesota	Provider	Always <sup>27</sup>	Copayment <sup>28</sup>	Copayment <sup>28</sup>	Copayment <sup>28</sup>
Mississippi	Provider	Always	Copayment	Copayment	Copayment
Missouri	Provider	Always	Copayment	Copayment	Copayment
Montana	Provider	Always	Varies <sup>29</sup>	Varies <sup>29</sup>	Varies <sup>29</sup>
Nebraska	Provider	Never <sup>30</sup>	Varies <sup>31</sup>	Varies <sup>31</sup>	No copayment
Nevada	Provider	Always	Copayment <sup>32</sup>	Copayment <sup>32</sup>	Copayment <sup>32</sup>
New Hampshire	Provider	Always <sup>33</sup>	Entire cost of care	Entire cost of care	Entire cost of care
New Jersey	Provider	Always	Copayment	Copayment	Copayment
New Mexico	Provider	Never <sup>34</sup>	Copayment	Copayment	Copayment
New York	Provider <sup>35</sup>	Always	Copayment <sup>36</sup>	Entire cost of care <sup>36</sup>	Copayment <sup>36</sup>
North Carolina	Provider	Always <sup>33</sup>	Copayment	Copayment <sup>37</sup>	Copayment
North Dakota	Provider	Always	Varies <sup>38</sup>	Entire cost of care	Entire cost of care
Ohio	Provider	Never	Varies <sup>39</sup>	Varies <sup>39</sup>	Varies <sup>39</sup>
Oklahoma	Provider	Never <sup>40</sup>	No copayment <sup>41</sup>	No copayment <sup>41</sup>	No copayment <sup>41</sup>

**Table 28. Copayment Administration, 2011**

State	Who Collects the Copayment	If Family is Required to Pay the Difference Between the Maximum Reimbursement Rate and the Provider Rate <sup>2</sup>	What the Family Pays for Absences		
			Illness	Vacation	Approved Closings
Oregon	Provider	Sometimes <sup>42</sup>	Copayment <sup>43</sup>	Copayment <sup>43</sup>	Copayment <sup>43</sup>
Pennsylvania	Provider	Always <sup>33</sup>	Copayment	Copayment	Copayment
Rhode Island	Provider	--- <sup>1</sup>	Copayment <sup>44</sup>	Copayment <sup>44</sup>	Copayment <sup>44</sup>
South Carolina	Provider	Always	Copayment	Copayment	Copayment
South Dakota	Provider	Always	Copayment	Copayment	Entire cost of care <sup>45</sup>
Tennessee	Provider	Sometimes <sup>46</sup>	Copayment	Copayment	Copayment
Texas	Provider	Sometimes <sup>47</sup>	Copayment	Copayment	Copayment
Utah	Provider	Always <sup>48</sup>	Copayment	Copayment	Copayment
Vermont	Provider	Always	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>
Virginia	Provider	Sometimes <sup>49</sup>	Varies <sup>50</sup>	Varies <sup>50</sup>	Varies <sup>50</sup>
Washington	Provider	Never	No copayment	No copayment	No copayment
West Virginia	Provider	Never <sup>51</sup>	No copayment	No copayment	No copayment
Wisconsin	Provider	Always	Varies <sup>52</sup>	Varies <sup>52</sup>	Varies <sup>52</sup>
Wyoming	Provider	Always	Entire cost of care	Entire cost of care	Entire cost of care
American Samoa	NA <sup>53</sup>	NA <sup>53</sup>	NA <sup>53</sup>	NA <sup>53</sup>	NA <sup>53</sup>
Guam	Provider	Always	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>
No Mariana Islands	Other <sup>54</sup>	Always	Copayment	Copayment	Copayment
Puerto Rico	Provider	Always	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>
Virgin Islands	Provider	Always	Copayment	Copayment	Copayment

Source: CCDF Policies Database October 1, 2011 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> This column captures the policies for whether the family is required to pay the difference when the provider charges a higher rate than the maximum reimbursement rate. An entry of "Always" is coded if providers are allowed to charge a higher rate, and when they choose to do so the family is required to pay the difference. An entry of "Never" indicates that providers are never allowed to charge the client more than the established copayment for general child care services.

<sup>3</sup> If the family uses a provider that charges higher rates, the provider may require the family to pay the difference.

<sup>4</sup> What the parent is required to pay depends on the provider's written policy.

<sup>5</sup> The parent is never required to pay the difference unless the provider has received state quality accreditation. Those providers have the option of charging a parent the difference between the county-determined rate and the established rate the provider charges for equal services.

<sup>6</sup> At the discretion of the local agency, copayments may be collected by either the provider or the local agency.

<sup>7</sup> Parents cannot be asked to pay more than the amount the county pays unless the parent chooses to have the child participate in optional activities, owes late fees, fails to give adequate notice of withdrawal from services to the provider, or has absences beyond the maximum number allowed by the county.

<sup>8</sup> Parental fees are not pro-rated for partial months of service. Absences beyond the maximum number allowed by the county are the responsibility of the parent. Parents can request additional absences for illness if they have a note from a doctor.

<sup>9</sup> The parent is responsible for all costs not paid by the state on behalf of the parent.

<sup>10</sup> Families are required to pay the difference only when using a Purchase of Care Plus provider.

<sup>11</sup> A child may be absent for up to 15 days per year for vacation and up to 15 days per month for illness.

- <sup>12</sup> The agency pays for three unexcused absences per month per child and up to seven additional absences with documentation of extraordinary circumstances.
- <sup>13</sup> For special needs child care, the parent may request a waiver if the provider's rate exceeds the state's maximum reimbursement rate. For children in state custody, the case manager must first negotiate a lower rate. If negotiation is unsuccessful, the case manager must request a waiver.
- <sup>14</sup> Parents are required to pay the copayment for days the child is absent from care, but care may be suspended for summer breaks and holidays.
- <sup>15</sup> The provider cannot bill the subsidy program for days the facility is not open.
- <sup>16</sup> Parents may be required to pay the difference to providers participating in the certificate program, but site administered programs are prohibited from charging additional costs.
- <sup>17</sup> The parent assumes responsibility for paying the difference unless the caregiver is willing to accept a lower rate of reimbursement.
- <sup>18</sup> Providers cannot request additional payment from families except for late fees, activity fees, or the cost of care if the family uses care beyond the amount approved by the agency.
- <sup>19</sup> Payments may be made to providers for four absences per month.
- <sup>20</sup> The parent and provider contract outlines the parent's responsibilities for making payments to the provider. The provider may choose to charge the parent the difference between the maximum reimbursement rate and the provider rate. What the parent pays for absences is dependent on the provider's policies, as outlined in the parent and provider contract.
- <sup>21</sup> The copayment does not change if the child is absent less than 23 percent of the authorized days for full-time care.
- <sup>22</sup> Families cannot be asked to pay the difference in the provider rate. The family may be required to pay the difference for optional services the family chooses to use or fees for late pick-ups.
- <sup>23</sup> Up to a maximum of two weeks are allowed for vacation.
- <sup>24</sup> Parents are not required to pay a copayment when the center was closed without advanced approval.
- <sup>25</sup> The family must pay the difference when required by the provider's written policies.
- <sup>26</sup> The state will reimburse the provider for up to 208 hours if the child is absent due to an illness or holiday, the child would have regularly been in the care of the provider on that day, and the provider charges all parents for absences due to holidays and illness.
- <sup>27</sup> Payment of the difference is not a condition of child care eligibility.
- <sup>28</sup> There is no change in copayment for child absences except when absent days exceed 10 days in a row or 25 days in a calendar year, in which case, the family pays the entire cost of care. Exceptions may be made for documented medical conditions.
- <sup>29</sup> If the family is responsible for paying the provider when a child is temporarily absent from full-time care in a licensed or registered care facility, the state will pay for up to 150 hours if the provider is providing full-time care, the provider is open while the child is absent, the provider charges non-subsidized families when their children are absent, the time charged reflects the time the child was expected to be in attendance, and the provider believes the child will return to the facility following the absence.
- <sup>30</sup> Providers are not allowed to charge the parent the difference between what the agency pays and the provider's private pay rate, except late fees for parents who fail to pick their child up on time and care provided to foster children and children receiving guardianship or adoption subsidies.
- <sup>31</sup> The agency will not pay for days the children are not in care. The provider may charge the client if the child is absent on a scheduled day. The provider cannot charge for any days the child was not scheduled to be in care.
- <sup>32</sup> The state reimburses providers for absences for up to 15 days per calendar year. For those 15 days, the family still pays a copayment.
- <sup>33</sup> If the provider chooses to charge the family for the difference between the provider's rate and the maximum reimbursement rate, the family is required to pay the difference.
- <sup>34</sup> The case manager may adjust the copayment in certain situations if the provider cost exceeds the maximum rate.
- <sup>35</sup> Each district determines how the copayment is collected. The district may choose to have either the provider or the district collect the copayment.
- <sup>36</sup> Policies coded for New York City. Local districts choose whether to pay for temporary absences, routine absences, or absences caused by extenuating circumstances. If a district pays for absences for illness, the family is only responsible for the copayment.
- <sup>37</sup> Payment for subsidized child care service is typically based on enrollment but in some instances may be based on attendance. The county has the option to pay based on attendance when the child has been absent for more than five but less than 10 days in a month and the provider did not notify the agency, the child has been absent for 10 consecutive days, or the provider charges on the basis of attendance.

<sup>38</sup> Up to 16 hours per calendar month can be reimbursed for a child who is absent from child care for illness or medical appointments if the provider charges for those days.

<sup>39</sup> If the provider charges for the absence, the family pays their regular copayment. If the provider does not charge for the absence, the family pays no copayment.

<sup>40</sup> Allowable extra charges by the provider are limited to registration fees, transportation fees, late fees, and charges for time not approved by the agency. The family may be asked to pay additional costs if the family failed to correctly use the EBT card to document service. The family cannot be charged for time covered by the agency if the EBT card was correctly used, even if the time exceeds the usual amount for full-time care.

<sup>41</sup> There is no copayment for absences unless the family failed to correctly use the EBT card during the month of service, thus causing the provider to lose the absent day payment because attendance was not accurately documented.

<sup>42</sup> Parents may be responsible for paying the difference when the provider's rate exceeds the maximum reimbursement rate.

<sup>43</sup> The agency will pay the provider for up to five days per month when a child is absent from care if the child was scheduled to be in care on the absent days and the provider held the slot open for the child, the provider bills for the time the child was absent, and it is the provider's policy to bill all families for absent days. The agency will not pay for more than five consecutive absent days that overlap from one month to the next if the child does not return during that next month.

<sup>44</sup> The agency will continue to pay the provider for up to two weeks of absences in a 12-month period if the parent authorizes the payment.

<sup>45</sup> The parent is responsible for any costs above those allowed by the department, and the department will not pay for days the center is closed.

<sup>46</sup> Parents are responsible for paying the difference in cost when providers charge more than the state reimbursement rate, as long as the provider notifies the parent of the difference in cost and the parent agrees in writing to pay the difference.

<sup>47</sup> The local board may develop a policy that prohibits providers from charging the difference between their published rate and the reimbursement rate. Providers are prohibited from charging families who are exempt from copayments.

<sup>48</sup> If a parent is participating in approved activities exceeding 172 hours per month, an extra payment may be issued. Extra payments will not be issued if the participation is 172 hours or less. If the child care subsidy is less than the amount charged by the provider selected, the parent is responsible to pay the difference.

<sup>49</sup> Parents who choose a provider with a rate above the maximum reimbursement rate are responsible for payment of any additional amount, unless the local department elects to pay additional child care costs with local funding. Child care subsidy funds may be used to pay up to a 100 dollar annual registration fee. No child care subsidy funds may be used to pay provider activity fees.

<sup>50</sup> Copayments for absences are based on provider enrollment, provider attendance practices, and local department payment policies.

<sup>51</sup> Allowable extra charges by the provider are limited to registration fees, transportation fees, late fees and charges for time not approved by the agency.

<sup>52</sup> The agency will pay for up to six weeks for absences due to illness, two weeks for absences due to vacation, and one week for provider closings in order to hold the child care slot for providers who are authorized based on enrollment. Providers who are paid based on attendance are not paid by the agency. The family may be responsible for the cost of care.

<sup>53</sup> American Samoa serves families that all fall below the Federal Poverty Guidelines and waives the copayment for all eligible families.

<sup>54</sup> All copayments are made directly to the CNMI treasury.

**Table 29. Copayment Calculation, 2011**

State	Copayment Calculation Method	Copayment Income Definition	Minimum Copayment <sup>2</sup>
Alabama	Dollar amount	Same as for determining eligibility	NA <sup>3</sup>
Alaska	Percent of income	Same as for determining eligibility	20 dollars monthly
Arizona	Dollar amount	Same as for determining eligibility	1 dollar daily <sup>4</sup>
Arkansas	Percent of child care cost	Same as for determining eligibility	NA
California	Dollar amount	Same as for determining eligibility	NA
Colorado	Other <sup>5</sup>	Same as for determining eligibility	5 dollars monthly <sup>6</sup>
Connecticut	Percent of income	Same as for determining eligibility	NA
Delaware	Percent of child care cost	Same as for determining eligibility	NA
DC	Dollar amount	Same as for determining eligibility	NA
Florida	Dollar amount	Same as for determining eligibility	NA
Georgia	Dollar amount	Same as for determining eligibility	NA
Hawaii	Other <sup>7</sup>	Same as for determining eligibility	NA
Idaho	Percent of child care cost	Same as for determining eligibility	NA
Illinois	Dollar amount	Same as for determining eligibility	NA
Indiana	Percent of income <sup>8</sup>	Same as for determining eligibility	NA
Iowa	Dollar amount	Same as for determining eligibility	NA
Kansas	Dollar amount	Same as for determining eligibility	NA
Kentucky	Dollar amount	Same as for determining eligibility	NA
Louisiana	Percent of child care cost	Same as for determining eligibility	NA
Maine	Percent of income	Same as for determining eligibility	NA
Maryland	Dollar amount	Same as for determining eligibility	NA
Massachusetts	Dollar amount	Same as for determining eligibility	NA
Michigan	Percent of maximum rate	Same as for determining eligibility	NA

**Table 29. Copayment Calculation, 2011**

State	Copayment Calculation Method	Copayment Income Definition	Minimum Copayment <sup>2</sup>
Minnesota	Dollar amount	Same as for determining eligibility	NA
Mississippi	Dollar amount	Same as for determining eligibility	10 dollars monthly
Missouri	Dollar amount	Same as for determining eligibility	NA <sup>9</sup>
Montana	Percent of income	Same as for determining eligibility	10 dollars monthly
Nebraska	Dollar amount	Same as for determining eligibility	NA
Nevada	Percent of child care cost	Same as for determining eligibility	5 percent of income <sup>10</sup>
New Hampshire	Percent of income	Same as for determining eligibility	NA
New Jersey	Dollar amount	Same as for determining eligibility	NA
New Mexico	Dollar amount	Same as for determining eligibility	NA
New York	Dollar amount	Varies <sup>11</sup>	1 dollar weekly <sup>12</sup>
North Carolina	Percent of income	Same as for determining eligibility	NA <sup>13</sup>
North Dakota	Dollar amount <sup>14</sup>	Same as for determining eligibility	NA
Ohio	Dollar amount	Same as for determining eligibility	NA
Oklahoma	Dollar amount	Same as for determining eligibility	NA
Oregon	Other <sup>15</sup>	Same as for determining eligibility	25 dollars monthly <sup>16</sup>
Pennsylvania	Dollar amount	Same as for determining eligibility	5 dollars weekly
Rhode Island	Percent of income	Same as for determining eligibility	NA
South Carolina	Dollar amount	Same as for determining eligibility	NA
South Dakota	Other <sup>17</sup>	Same as for determining eligibility	10 dollars monthly <sup>17</sup>
Tennessee	Dollar amount	Same as for determining eligibility	NA
Texas	Percent of income <sup>18</sup>	Same as for determining eligibility	NA <sup>18</sup>
Utah	Dollar amount	Same as for determining eligibility	NA
Vermont	Percent of child care cost	Same as for determining eligibility	NA

<b>Table 29. Copayment Calculation, 2011</b>			
State	Copayment Calculation Method	Copayment Income Definition	Minimum Copayment <sup>2</sup>
Virginia	Percent of income	Same as for determining eligibility	NA
Washington	Other <sup>19</sup>	Same as for determining eligibility	15 dollars monthly
West Virginia	Dollar amount	Same as for determining eligibility	NA
Wisconsin	Dollar amount	Same as for determining eligibility	NA
Wyoming	Dollar amount	Same as for determining eligibility	NA
American Samoa	NA <sup>20</sup>	NA <sup>20</sup>	NA <sup>20</sup>
Guam	Percent of child care cost	Same as for determining eligibility	--- <sup>1</sup>
No Mariana Islands	Percent of child care cost	Same as for determining eligibility	NA
Puerto Rico	Dollar amount	Same as for determining eligibility	NA
Virgin Islands	Dollar amount	Same as for determining eligibility	NA

Source: CCDF Policies Database October 1, 2011 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> The minimum copayment applies when there is a statutory minimum that may override the copayment found in the state's copayment formula or fee schedule. The minimum is not derived from the lowest copayment found on the fee schedule.

<sup>3</sup> Families whose income falls below the lowest copayment income range do not have to pay a fee.

<sup>4</sup> Families in fee level 1 have a minimum copayment of one dollar per day. Families in fee level 2 have a minimum copayment of two dollars per day. Families in fee level 3 have a minimum copayment of three dollars per day. Families in fee level 4 have a minimum copayment of five dollars per day. Families in fee level 5 have a minimum copayment of seven dollars per day. Families in fee level 6 have a minimum copayment of 10 dollars per day.

<sup>5</sup> Families pay a percentage of their income for the first child in care, plus a dollar amount for each additional child in care.

<sup>6</sup> Families with financial hardship can have their fee reduced to five dollars. The copayment can be waived for families with teen parents, where both parents are in high school or obtaining their GED and paying the fee would produce a hardship.

<sup>7</sup> Families pay a percentage of the maximum rate or the child care cost, whichever is less.

<sup>8</sup> The copayment amount varies according to the number of years a family has been receiving assistance. Copayment amounts reflect the percentage of monthly income required as a copayment in the first year of assistance. The percentage of monthly income required as a copayment for a particular income category increases by one percentage point for each year (up to six) the family receives assistance.

<sup>9</sup> Families whose only income is TANF income and families below 25 percent of the state median income pay one dollar annually.

<sup>10</sup> Families must pay a minimum five percent copayment unless they are a TANF, foster care, or child protective services case.

<sup>11</sup> In order to determine the copayment, the amount of income over the state income standard is used in the calculation. The copayment calculation is a percentage of the income that exceeds the state income standard.

<sup>12</sup> The minimum family copayment is required of low-income families but not temporary assistance families.

<sup>13</sup> When the assessed copayment is less than five dollars a month, it is disregarded.

<sup>14</sup> The amount paid to the provider is rounded down to the nearest dollar.

<sup>15</sup> The copayment is calculated by a mathematical formula that gradually increases the copayment as family income increases. Workers calculate copayment amounts by entering a family's monthly income and family size into a web tool.

<sup>16</sup> Families whose income is at or below 50 percent of the 2007 Federal Poverty Guidelines pay either 1.5 percent of their countable income or 25 dollars, whichever is greater.

<sup>17</sup> Households with income between 100 and 105 percent of the Federal Poverty Guidelines pay 10 dollars monthly. Households with gross monthly countable income above 105 percent the Federal Poverty Guidelines have a copayment between 4.5 percent and 15 percent of their income.

<sup>18</sup> Policies coded for the Gulf Coast Region.

<sup>19</sup> Families with income up to 137.5 percent of the Federal Poverty Guidelines pay a flat dollar amount based on income. For families with income above 137.5 percent of the Federal Poverty Guidelines, the state subtracts 137.5 percent of the Federal Poverty Guidelines from countable income, multiplies the amount times .50, and then adds 65 dollars.

<sup>20</sup> American Samoa serves families that all fall below the Federal Poverty Guidelines and waives the copayment for all eligible families.

**Table 30. Other Copayment Calculation Policies, 2011**

State	<u>Copayment for Families with Multiple Children</u>		<u>Copayment for Part-Time Care</u>		
	Adjustment for Second Child in Care	Adjustment for Third Child in Care	Adjustment for Part-Time Care	Maximum Number of Hours Considered Part-Time Care if Copayment is Adjusted	Adjustment for Children with Special Needs
Alabama	Copayment is per child	Copayment is per child	50 percent of full-time copayment	25 hours weekly	No adjustment
Alaska	Copayment is family level, does not vary by number of children in care	Copayment is family level, does not vary by number of children in care	No adjustment	NA	No adjustment
Arizona	Copayment is per child	Copayment is per child	50 percent of full-time copayment	Less than 6 hours daily	No adjustment
Arkansas	NA (Copay is percent of cost or max rate)	NA (Copay is percent of cost or max rate)	NA (Copay is percent of cost or maximum rate)	NA	No adjustment
California	Copayment is family level, does not vary by number of children in care	Copayment is family level, does not vary by number of children in care	50 percent of full-time copayment <sup>2</sup>	Less than 6.5 hours daily	No adjustment
Colorado	Varies <sup>3</sup>	Varies <sup>3</sup>	55 percent of full-time copayment	Less than 5 hours daily <sup>4</sup>	No adjustment
Connecticut	Copayment is family level, does not vary by number of children in care	Copayment is family level, does not vary by number of children in care	No adjustment	NA	No adjustment
Delaware	NA (Copay is percent of cost or max rate)	NA (Copay is percent of cost or max rate)	NA (Copay is percent of cost or maximum rate)	NA	105 percent of copay for non-special needs child
DC	75 percent of one child copayment	NA <sup>5</sup>	50 percent of full-time copayment	5 hours daily	No adjustment
Florida	50 percent of one child copayment <sup>6</sup>	50 percent of one child copayment <sup>6</sup>	50 percent of full-time copayment	Less than 6 hours daily	No adjustment
Georgia	Varies <sup>7</sup>	Varies <sup>7</sup>	No adjustment	NA	No adjustment
Hawaii	NA (Copay is percent of cost or max rate)	NA (Copay is percent of cost or max rate)	NA (Copay is percent of cost or maximum rate)	NA	No adjustment
Idaho	NA (Copay is percent of cost or max rate)	NA (Copay is percent of cost or max rate)	NA (Copay is percent of cost or maximum rate)	NA	No adjustment
Illinois	Copayment is family level, does not vary by number of children in care	Copayment is family level, does not vary by number of children in care	No adjustment <sup>8</sup>	NA	No adjustment
Indiana	Copayment is family level, does not vary by number of children in care	Copayment is family level, does not vary by number of children in care	No adjustment	NA	No adjustment

**Table 30. Other Copayment Calculation Policies, 2011**

State	Copayment for Families with Multiple Children		Copayment for Part-Time Care		
	Adjustment for Second Child in Care	Adjustment for Third Child in Care	Adjustment for Part-Time Care	Maximum Number of Hours Considered Part-Time Care if Copayment is Adjusted	Adjustment for Children with Special Needs
Iowa	Varies <sup>9</sup>	Varies <sup>9</sup>	50 percent of full-time copayment <sup>10</sup>	5 hours daily <sup>10</sup>	No adjustment
Kansas	Copayment is family level, does not vary by number of children in care	Copayment is family level, does not vary by number of children in care	No adjustment	NA	No adjustment
Kentucky	Varies <sup>11</sup>	Varies <sup>11</sup>	No adjustment	NA	No adjustment
Louisiana	NA (Copay is percent of cost or max rate)	NA (Copay is percent of cost or max rate)	NA (Copay is percent of cost or maximum rate)	NA	No adjustment
Maine	Copayment is family level, does not vary by number of children in care	Copayment is family level, does not vary by number of children in care	No adjustment	NA	No adjustment
Maryland	Varies <sup>11</sup>	Varies <sup>11</sup>	67 percent of full-time copayment <sup>12</sup>	Less than 6 hours daily <sup>12</sup>	No adjustment
Massachusetts	50 percent of one child copayment	25 percent of one child copayment	50 percent of full-time copayment	Less than 6 hours daily	No adjustment
Michigan	NA (Copay is percent of cost or max rate)	NA (Copay is percent of cost or max rate)	NA (Copay is percent of cost or maximum rate)	NA	No adjustment
Minnesota	Copayment is family level, does not vary by number of children in care	Copayment is family level, does not vary by number of children in care	No adjustment	NA	No adjustment
Mississippi	Varies <sup>13</sup>	Varies <sup>13</sup>	50 percent of full-time copayment	Less than 6 hours daily	10 dollars monthly
Missouri	Copayment is per child	Copayment is per child	Other <sup>14</sup>	Less than 5 hours daily <sup>14</sup>	No copayment
Montana	Copayment is family level, does not vary by number of children in care	Copayment is family level, does not vary by number of children in care	No adjustment	NA	No adjustment
Nebraska	Copayment is per child	Copayment is per child	No adjustment	NA	No adjustment
Nevada	NA (Copay is percent of cost or max rate)	NA (Copay is percent of cost or max rate)	NA (Copay is percent of cost or maximum rate)	NA	No adjustment
New Hampshire	Copayment is family level, does not vary by number of children in care	Copayment is family level, does not vary by number of children in care	No adjustment	NA	No adjustment

**Table 30. Other Copayment Calculation Policies, 2011**

State	<u>Copayment for Families with Multiple Children</u>		<u>Copayment for Part-Time Care</u>		
	Adjustment for Second Child in Care	Adjustment for Third Child in Care	Adjustment for Part-Time Care	Maximum Number of Hours Considered Part-Time Care if Copayment is Adjusted	Adjustment for Children with Special Needs
New Jersey	75 percent of one child copayment	NA	50 percent of full-time copayment	Less than 6 hours daily	No adjustment
New Mexico	50 percent of one child copayment	25 percent of one child copayment	75 percent of full-time copayment <sup>15</sup>	29 hours weekly <sup>15</sup>	No adjustment
New York	Copayment is family level, does not vary by number of children in care	Copayment is family level, does not vary by number of children in care	75 percent of full-time copayment <sup>16</sup>	30 hours weekly <sup>16</sup>	No adjustment
North Carolina	Copayment is family level, does not vary by number of children in care	Copayment is family level, does not vary by number of children in care	75 percent of full-time copayment <sup>17</sup>	31 hours weekly <sup>17</sup>	No adjustment
North Dakota	Copayment is family level, does not vary by number of children in care	Copayment is family level, does not vary by number of children in care	No adjustment	NA	No adjustment
Ohio	Copayment is family level, does not vary by number of children in care	Copayment is family level, does not vary by number of children in care	No adjustment	NA	No adjustment
Oklahoma	Varies <sup>18</sup>	Varies <sup>18</sup>	No adjustment	NA	No adjustment
Oregon	Copayment is family level, does not vary by number of children in care	Copayment is family level, does not vary by number of children in care	No adjustment	NA	No adjustment
Pennsylvania	Copayment is family level, does not vary by number of children in care	Copayment is family level, does not vary by number of children in care	No adjustment	NA	No adjustment
Rhode Island	Copayment is family level, does not vary by number of children in care	Copayment is family level, does not vary by number of children in care	No adjustment	NA	--- <sup>1</sup>
South Carolina	Copayment is per child	Copayment is per child	No adjustment	NA	No adjustment
South Dakota	Copayment is family level, does not vary by number of children in care	Copayment is family level, does not vary by number of children in care	No adjustment	NA	Other <sup>19</sup>
Tennessee	Varies <sup>18</sup>	Varies <sup>18</sup>	50 percent of full-time copayment	Less than 20 hours weekly	No adjustment

**Table 30. Other Copayment Calculation Policies, 2011**

State	Copayment for Families with Multiple Children		Copayment for Part-Time Care		
	Adjustment for Second Child in Care	Adjustment for Third Child in Care	Adjustment for Part-Time Care	Maximum Number of Hours Considered Part-Time Care if Copayment is Adjusted	Adjustment for Children with Special Needs
Texas	18 percent of one child copayment <sup>20, 21</sup>	NA <sup>20</sup>	35 percent of full-time copayment <sup>20, 22</sup>	Less than 6 hours daily <sup>20</sup>	No adjustment
Utah	Varies <sup>18</sup>	Varies <sup>18</sup>	No adjustment	NA	Other <sup>23</sup>
Vermont	NA (Copay is percent of cost or max rate)	NA (Copay is percent of cost or max rate)	NA (Copay is percent of cost or maximum rate)	NA	No adjustment <sup>24</sup>
Virginia	Copayment is family level, does not vary by number of children in care	Copayment is family level, does not vary by number of children in care	No adjustment	NA	No adjustment
Washington	Copayment is family level, does not vary by number of children in care	Copayment is family level, does not vary by number of children in care	No adjustment	NA	No adjustment
West Virginia	Copayment is per child	Copayment is per child <sup>25</sup>	No adjustment <sup>26</sup>	NA	No adjustment
Wisconsin	Varies <sup>18</sup>	Varies <sup>18</sup>	50 percent of full-time copayment	20 hours weekly	No adjustment
Wyoming	Copayment is per child	Copayment is per child	No adjustment <sup>27</sup>	NA	No adjustment
American Samoa	NA <sup>28</sup>	NA <sup>28</sup>	NA <sup>28</sup>	NA <sup>28</sup>	NA <sup>28</sup>
Guam	NA (Copay is percent of cost or max rate)	NA (Copay is percent of cost or max rate)	NA (Copay is percent of cost or maximum rate)	NA	--- <sup>1</sup>
No Mariana Islands	NA (Copay is percent of cost or max rate)	NA (Copay is percent of cost or max rate)	NA (Copay is percent of cost or maximum rate)	NA	No adjustment
Puerto Rico	50 percent of one child copayment	25 percent of one child copayment	--- <sup>1</sup>	NA	No copayment
Virgin Islands	Copayment is per child	Copayment is per child	No adjustment	NA	No adjustment

Source: CCDF Policies Database October 1, 2011 Data

<sup>1</sup> Information not found in state's manual.<sup>2</sup> If there is more than one child in care, the full-time versus part-time copayment is determined according to the child who is in care for the greatest number of hours.<sup>3</sup> Families pay a percentage of their income for the first child in care, plus a dollar amount for each additional child in care. The dollar amount is the same for each additional child in the family and varies based on family income. For counties opting to serve families for up to an additional six months once their income goes above 225 percent of the Federal Poverty Guidelines, the copayment for the first child in care is 12 percent to 25 percent of household income, determined on a case-by-case basis and increased incrementally. The fee for each additional child in care is 40 dollars.

- <sup>4</sup> Part-time care is defined as an average of less than 13 full-time or equivalent units of care per month. A part-time unit is defined as less than five hours of care in a day. Part-time units are converted to equivalent full-time units using a factor of .55.
- <sup>5</sup> The copayment is applied to the two oldest children receiving care when there are multiple children in the family. No additional copayment is required when there are more than two children.
- <sup>6</sup> Policies coded for the Miami-Dade Coalition.
- <sup>7</sup> The copayment is a family fee that increases with each additional child in care. Separate fee schedules are provided based on the number of children in care. The amount varies for different income levels.
- <sup>8</sup> If all of the children in care are school-age and approved for part-day care for any month September through May, the copayment is reduced by one-half for that month.
- <sup>9</sup> The copayment amount is determined by the number of children in care. Once the copayment level is determined, the copayment is not paid per child, but paid only for the child receiving the most units of care. If there are two children in care, the families pay a copayment that is 50 cents higher per day (25 cents per half day) than the amount if only one child is in care, except for the first income level, where the copayment remains zero. For a third child in care the copayment is one dollar higher per day (50 cents per half day) than the copayment for one child in care, except for the first income level where the copayment remains zero. The family is charged the same rate for more than three children as for three children.
- <sup>10</sup> Copayments are based on a half-day rate, multiplied by two to calculate the full-day rate. Part-time care of up to five hours a day uses the half-day rate. If the hours of care needed exceed five, two or more units of care are used and the half-day rate is multiplied by the number of daily units of care used.
- <sup>11</sup> A separate copayment schedule is provided for additional children in care. The adjustment for the second child in care is the same as the adjustment for the third child in care.
- <sup>12</sup> There are two levels of part-time care: care for three hours or less per day, and care for more than three but less than six hours per day. Care for more than three but less than six hours per day is charged a copayment of 66.67 percent of the full-time rate. Care for three hours or less per day is charged a copayment of 33.33 percent of the full-time rate.
- <sup>13</sup> The copayment varies by family size, number of children in care, and the majority type of care provided (full-time or part-time care).
- <sup>14</sup> The half-time care copayment is a dollar amount ranging from 65 to 70 percent of the full-time copayment depending on the family's income level. An additional part-time copayment ranging from 45 to 50 percent of the full-time care copayment, depending on the family's income level, is used for care provided up to three hours per day.
- <sup>15</sup> The adjustment for part-time care varies depending on the amount of care used. For care provided 20 to 29 hours per week, the adjustment is 75 percent of the full-time rate. For care provided six to 19 hours per week, the adjustment is 50 percent of the full-time rate. For care provided five hours or less per week, the adjustment is 25 percent of the full-time rate.
- <sup>16</sup> Policies coded for New York City.
- <sup>17</sup> If the child is in care for an average of 18 through 31 hours per week, the part-time copayment is 75 percent of the full-time copayment. If the child is in care for an average of 17 hours or less per week, the part-time copayment is 50 percent of the full-time copayment.
- <sup>18</sup> The copayment is a family fee that increases with each additional child in care. Separate fee schedules are provided based on the number of children in care.
- <sup>19</sup> Copayments for care for children with advanced special needs are capped at 10 percent of gross monthly income.
- <sup>20</sup> Policies coded for the Gulf Coast Region.
- <sup>21</sup> A fee of 11 percent of the family's gross income is assessed if one child in the family is receiving child care. When two or more children are receiving child care, a fee of 13 percent for the family's gross monthly income is assessed. The increase in the fee equates to a copayment for the second child that is 18 percent of the copayment for the first child.
- <sup>22</sup> If all children are receiving child care less than 6 hours per day, the parent fee is reduced by 65 percent.
- <sup>23</sup> There is a separate eligibility and copayment schedule for families with children with special needs.
- <sup>24</sup> Families that foster children with special needs or receive an adoption subsidy for a child with special needs are exempt; otherwise, the copayment is the same as for non-special needs children.
- <sup>25</sup> The copayment amount is the same for each child. Copayments are capped at three children. If more than three children are in care, the copayment is assessed for the youngest three children.
- <sup>26</sup> Partial days of care are converted into full days for purposes of copay and reimbursement.

<sup>27</sup> The copayment is hourly. The copayment for part-time care provided less than five hours per day is four times the hourly copayment.

<sup>28</sup> American Samoa serves families that all fall below the Federal Poverty Guidelines and waives the copayment for all eligible families.

**Table 31. Copayment Amounts for a Single Parent with a Two-Year-Old Child in Full-Time Care (Monthly Dollar Amounts), 2011 <sup>2</sup>**

State	Annual Earnings			
	\$15,000	\$20,000	\$25,000	\$30,000
Alabama	78	Not eligible	Not eligible	Not eligible
Alaska	38	50	104	150
Arizona	65	108	Not eligible	Not eligible
Arkansas	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	Not eligible
California	0	0	76	167
Colorado <sup>3</sup>	113	183	250	325
Connecticut	50	67	125	200
Delaware <sup>4</sup>	100	210	287	Not eligible
DC	44	75	134	192
Florida <sup>5</sup>	78	119	Not eligible	Not eligible
Georgia	113	143	Not eligible	Not eligible
Hawaii <sup>6</sup>	419	698	977	1256
Idaho <sup>7</sup>	194	Not eligible	Not eligible	Not eligible
Illinois	47	85	134	Not eligible
Indiana	63	Not eligible	Not eligible	Not eligible
Iowa	9	128	Not eligible	Not eligible
Kansas	46	110	175	Not eligible
Kentucky	87	173	Not eligible	Not eligible
Louisiana <sup>8</sup>	160	160	240	Not eligible
Maine	100	150	208	250
Maryland <sup>9</sup>	143	214	Not eligible	Not eligible
Massachusetts	97	173	271	379
Michigan <sup>8</sup>	32	Not eligible	Not eligible	Not eligible
Minnesota	37	50	80	Not eligible
Mississippi	60	102	143	Not eligible
Missouri <sup>10</sup>	110	Not eligible	Not eligible	Not eligible
Montana	63	200	Not eligible	Not eligible
Nebraska	98	Not eligible	Not eligible	Not eligible
Nevada <sup>11</sup>	61	182	303	425
New Hampshire	100	175	344	650
New Jersey	77	93	122	Not eligible
New Mexico	54	102	157	Not eligible
New York <sup>12</sup>	22	156	247	Not eligible
North Carolina	125	167	208	250
North Dakota	184	230	Not eligible	Not eligible
Ohio	90	Not eligible	Not eligible	Not eligible
Oklahoma	65	139	170	Not eligible
Oregon	107	217	361	Not eligible
Pennsylvania	100	134	199	Not eligible
Rhode Island	25	83	167	Not eligible
South Carolina	61	74	Not eligible	Not eligible
South Dakota	0	240	300	Not eligible
Tennessee <sup>13</sup>	86	116	146	Not eligible
Texas <sup>14</sup>	138	183	229	Not eligible
Utah	12	116	209	Not eligible
Vermont <sup>15</sup>	0	23	173	318

**Table 31. Copayment Amounts for a Single Parent with a Two-Year-Old Child in Full-Time Care (Monthly Dollar Amounts), 2011 <sup>2</sup>**

State	Annual Earnings			
	\$15,000	\$20,000	\$25,000	\$30,000
Virginia <sup>16</sup>	125	167	208	Not eligible
Washington	65	65	264	Not eligible
West Virginia	32	38	Not eligible	Not eligible
Wisconsin <sup>13</sup>	86	181	254	Not eligible
Wyoming	0	17	121	182
American Samoa <sup>17</sup>	0	0	0	0
Guam	188	375	Not eligible	Not eligible
No Mariana Islands <sup>8</sup>	60	75	Not eligible	Not eligible
Puerto Rico	46	Not eligible	Not eligible	Not eligible
Virgin Islands	0	0	0	17

Source: CCDF Policies Database October 1, 2011 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> Numbers are rounded to the nearest dollar amount. In calculating the monthly copayment, the following assumptions were made. The family consists of one parent and one child. The child is 24 months old and does not have any special needs. The family receives full-time care. The family is receiving subsidized child care for the first time, and eligibility is determined under initial eligibility thresholds. Families who already receive subsidized care may be eligible at somewhat higher income levels in some states. Families receiving additional assistance, such as transitional child care or TANF, may also qualify for child care subsidies at higher income levels than shown here. All income is earned. If the state uses an income disregard for calculating copayments, the disregard was applied. The lowest earnings level shown (15,000 dollars) is approximately equal to full-time full-year pay at the federal minimum wage of \$7.25 per hour. Unless noted, the calculation for monthly copayments uses 8 hours per day, 5 days per week, and 4.333 weeks per month when hourly, daily, or weekly copayments were provided.

<sup>3</sup> Copayment amounts for Denver.

<sup>4</sup> Copayment amounts based on center reimbursement rates for New Castle.

<sup>5</sup> Copayment amounts for the Miami-Dade Coalition.

<sup>6</sup> Copayment amounts based on reimbursement rates for licensed center based infant and toddler care.

<sup>7</sup> Copayment amounts based on center reimbursement rates for Region 4.

<sup>8</sup> Copayment amounts based on center reimbursement rates.

<sup>9</sup> Copayment amounts for center care in the Baltimore City Region.

<sup>10</sup> Copayments are calculated using a multiplier of 22 days per month.

<sup>11</sup> Copayment amounts based on licensed center reimbursement rates for Clark.

<sup>12</sup> Copayment amounts for New York City.

<sup>13</sup> Copayments are calculated using a multiplier of 4.3 to convert weekly rates to monthly rates.

<sup>14</sup> Copayment amounts for the Gulf Coast Region.

<sup>15</sup> Copayment amounts based on licensed center reimbursement rates.

<sup>16</sup> Copayment amounts for Group III. The state-wide standard copayment for families receiving child care subsidies is 10 percent of their countable monthly gross income. Local departments have the option to use a different amount established by a state approved local alternate copayment schedule.

<sup>17</sup> American Samoa serves families that all fall below the Federal Poverty Guidelines and waives the copayment for all eligible families.

**Table 32. Copayment Amounts for a Single Parent with a Two-Year-Old Child and a Four-Year-Old Child in Full-Time Care (Monthly Dollar Amounts), 2011 <sup>2</sup>**

State	<u>Annual Earnings</u>			
	\$15,000	\$20,000	\$25,000	\$30,000
Alabama	91	156	Not eligible	Not eligible
Alaska	25	50	83	150
Arizona	43	130	130	433
Arkansas	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>
California	0	0	54	132
Colorado <sup>3</sup>	153	207	269	340
Connecticut	25	67	83	150
Delaware <sup>4</sup>	115	220	421	478
DC	48	77	131	206
Florida <sup>5</sup>	88	117	178	Not eligible
Georgia	139	182	221	Not eligible
Hawaii <sup>6</sup>	414	828	1035	1449
Idaho <sup>7</sup>	206	548	Not eligible	Not eligible
Illinois	34	59	107	169
Indiana	0	83	Not eligible	Not eligible
Iowa	0	41	128	Not eligible
Kansas	22	58	138	220
Kentucky	108	152	238	Not eligible
Louisiana <sup>8</sup>	156	312	312	468
Maine	75	133	188	250
Maryland <sup>9</sup>	103	313	384	Not eligible
Massachusetts	65	211	292	487
Michigan <sup>8</sup>	54	54	Not eligible	Not eligible
Minnesota	4	43	61	100
Mississippi	65	107	148	190
Missouri <sup>10</sup>	132	220	Not eligible	Not eligible
Montana	25	100	250	Not eligible
Nebraska	0	122	Not eligible	Not eligible
Nevada <sup>11</sup>	55	110	331	442
New Hampshire	66	133	219	413
New Jersey	0	137	157	204
New Mexico	65	122	188	267
New York <sup>12</sup>	22	48	195	299
North Carolina	125	167	208	250
North Dakota	163	232	290	344
Ohio	74	125	Not eligible	Not eligible
Oklahoma	95	169	200	226
Oregon	74	157	269	410
Pennsylvania	82	126	178	221
Rhode Island	0	33	104	200
South Carolina	95	121	147	Not eligible
South Dakota	0	10	300	360
Tennessee <sup>13</sup>	159	211	249	310
Texas <sup>14</sup>	163	217	271	325
Utah	17	57	159	239
Vermont <sup>15</sup>	0	46	342	627

**Table 32. Copayment Amounts for a Single Parent with a Two-Year-Old Child and a Four-Year-Old Child in Full-Time Care (Monthly Dollar Amounts), 2011 <sup>2</sup>**

State	Annual Earnings			
	\$15,000	\$20,000	\$25,000	\$30,000
Virginia <sup>16</sup>	125	167	208	250
Washington	15	65	65	254
West Virginia	65	76	97	Not eligible
Wisconsin <sup>13</sup>	60	138	228	292
Wyoming	0	0	35	69
American Samoa <sup>17</sup>	0	0	0	0
Guam	0	375	750	Not eligible
No Mariana Islands <sup>8</sup>	120	150	Not eligible	Not eligible
Puerto Rico	60	72	Not eligible	Not eligible
Virgin Islands	0	0	0	0

Source: CCDF Policies Database October 1, 2011 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> Numbers are rounded to the nearest dollar amount. In calculating the monthly copayment, the following assumptions were made. The family consists of one parent and two children. The children are 24 and 48 months old and do not have any special needs. The family receives full-time care. The family is receiving subsidized child care for the first time, and eligibility is determined under initial eligibility thresholds. Families who already receive subsidized care may be eligible at somewhat higher income levels in some states. Families receiving additional assistance, such as transitional child care or TANF, may also qualify for child care subsidies at higher income levels than shown here. All income is earned. If the state uses an income disregard for calculating copayments, the disregard was applied. The lowest earnings level shown (15,000 dollars) is approximately equal to full-time full-year pay at the federal minimum wage of \$7.25 per hour. Unless noted, the calculation for monthly copayments uses 8 hours per day, 5 days per week, and 4.333 weeks per month when hourly, daily, or weekly copayments were provided.

<sup>3</sup> Copayment amounts for Denver.

<sup>4</sup> Copayment amounts based on center reimbursement rates for New Castle.

<sup>5</sup> Copayment amounts for the Miami-Dade Coalition.

<sup>6</sup> Copayment amounts based on reimbursement rates for licensed centers and center based infant and toddler care.

<sup>7</sup> Copayment amounts based on center reimbursement rates for Region 4.

<sup>8</sup> Copayment amounts based on center reimbursement rates.

<sup>9</sup> Copayment amounts for center care in the Baltimore City Region.

<sup>10</sup> Copayments are calculated using a multiplier of 22 days per month.

<sup>11</sup> Copayment amounts based on licensed center reimbursement rates for Clark.

<sup>12</sup> Copayment amounts for New York City.

<sup>13</sup> Copayments are calculated using a multiplier of 4.3 to convert weekly rates to monthly rates.

<sup>14</sup> Copayment amounts for the Gulf Coast Region.

<sup>15</sup> Copayment amounts based on licensed center reimbursement rates.

<sup>16</sup> Copayment amounts for Group III. The state-wide standard copayment for families receiving child care subsidies is 10 percent of their countable monthly gross income. Local departments have the option to use a different amount established by a state approved local alternate copayment schedule.

<sup>17</sup> American Samoa serves families that all fall below the Federal Poverty Guidelines and waives the copayment for all eligible families.

**Table 33. Copayment Amounts for a Two Parent Household with a Two-Year-Old Child and a Four-Year-Old Child in Full-Time Care (Monthly Dollar Amounts), 2011 <sup>2</sup>**

State	Annual Earnings		
	\$15,000	\$30,000	\$40,000
Alabama	69	Not eligible	Not eligible
Alaska	25	125	300
Arizona	43	130	Not eligible
Arkansas	--- <sup>1</sup>	--- <sup>1</sup>	Not eligible
California	0	76	236
Colorado <sup>3</sup>	140	315	440
Connecticut	25	100	200
Delaware <sup>4</sup>	96	421	670
DC	28	131	265
Florida <sup>5</sup>	56	178	Not eligible
Georgia	139	260	Not eligible
Hawaii <sup>6</sup>	207	1035	1656
Idaho <sup>7</sup>	108	Not eligible	Not eligible
Illinois	19	129	232
Indiana	0	Not eligible	Not eligible
Iowa	0	128	Not eligible
Kansas	0	166	281
Kentucky	87	282	Not eligible
Louisiana <sup>8</sup>	156	312	468
Maine	63	225	333
Maryland <sup>9</sup>	62	384	Not eligible
Massachusetts	0	292	487
Michigan <sup>8</sup>	54	Not eligible	Not eligible
Minnesota	0	76	158
Mississippi	60	185	267
Missouri <sup>10</sup>	44	Not eligible	Not eligible
Montana	25	300	Not eligible
Nebraska	0	Not eligible	Not eligible
Nevada <sup>11</sup>	55	331	552
New Hampshire	66	263	550
New Jersey	0	157	235
New Mexico	53	222	402
New York <sup>12</sup>	22	230	399
North Carolina	113	225	300
North Dakota	126	350	Not eligible
Ohio	59	Not eligible	Not eligible
Oklahoma	95	226	Not eligible
Oregon	52	323	622
Pennsylvania	43	204	308
Rhode Island	0	125	267
South Carolina	95	147	Not eligible
South Dakota	0	360	480
Tennessee <sup>13</sup>	151	301	Not eligible
Texas <sup>14</sup>	163	325	433
Utah	20	190	397
Vermont <sup>15</sup>	0	342	855

**Table 33. Copayment Amounts for a Two Parent Household with a Two-Year-Old Child and a Four-Year-Old Child in Full-Time Care (Monthly Dollar Amounts), 2011 <sup>2</sup>**

State	Annual Earnings		
	\$15,000	\$30,000	\$40,000
Virginia <sup>16</sup>	125	250	333
Washington	15	65	Not eligible
West Virginia	32	76	Not eligible
Wisconsin <sup>13</sup>	43	211	323
Wyoming	0	35	243
American Samoa <sup>17</sup>	0	0	0
Guam	0	750	Not eligible
No Mariana Islands <sup>8</sup>	90	180	Not eligible
Puerto Rico	56	Not eligible	Not eligible
Virgin Islands	0	0	52

Source: CCDF Policies Database October 1, 2011 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> Numbers are rounded to the nearest dollar amount. In calculating the monthly copayment, the following assumptions were made. The family consists of two parents and two children. The children are 24 and 48 months old and do not have any special needs. The family receives full-time care. The family is receiving subsidized child care for the first time, and eligibility is determined under initial eligibility thresholds. Families who already receive subsidized care may be eligible at somewhat higher income levels in some states. Families receiving additional assistance, such as transitional child care or TANF, may also qualify for child care subsidies at higher income levels than shown here. All income is earned. If the state uses an income disregard for calculating copayments, the disregard was applied. The lowest earnings level shown (15,000 dollars) is approximately equal to full-time full-year pay for one parent at the federal minimum wage of \$7.25 per hour. Unless noted, the calculation for monthly copayments uses 8 hours per day, 5 days per week, and 4.333 weeks per month when hourly, daily, or weekly copayments were provided.

<sup>3</sup> Copayment amounts for Denver.

<sup>4</sup> Copayment amounts based on center reimbursement rates for New Castle.

<sup>5</sup> Copayment amounts for the Miami-Dade Coalition.

<sup>6</sup> Copayment amounts based on reimbursement rates for licensed centers and center based infant and toddler care.

<sup>7</sup> Copayment amounts based on center reimbursement rates for Region 4.

<sup>8</sup> Copayment amounts based on center reimbursement rates.

<sup>9</sup> Copayment amounts for center care in the Baltimore City Region.

<sup>10</sup> Copayments are calculated using a multiplier of 22 days per month.

<sup>11</sup> Copayment amounts based on licensed center reimbursement rates for Clark.

<sup>12</sup> Copayment amounts for New York City.

<sup>13</sup> Copayments are calculated using a multiplier of 4.3 to convert weekly rates to monthly rates.

<sup>14</sup> Copayment amounts for the Gulf Coast Region.

<sup>15</sup> Copayment amounts based on licensed center reimbursement rates.

<sup>16</sup> Copayment amounts for Group III. The state-wide standard copayment for families receiving child care subsidies is 10 percent of their countable monthly gross income. Local departments have the option to use a different amount established by a state approved local alternate copayment schedule.

<sup>17</sup> American Samoa serves families that all fall below the Federal Poverty Guidelines and waives the copayment for all eligible families.

## V. POLICIES FOR PROVIDERS

Each CCDF program includes extensive policies related to child care providers. These policies operate within the context of a State's/Territory's broader policies concerning child care licensing and regulation. However, some policies related to providers are specific to the CCDF program. These include the maximum reimbursement rates that will be paid by the State/Territory for CCDF-subsidized care, and rules for "legally unregulated" providers who are outside the scope of a State's/Territory's broader child care regulations but who must meet certain standards in order to be paid through the subsidy system.

### ***Reimbursement Rates***

Each CCDF program determines the maximum amounts that will be paid to child care providers – termed "maximum reimbursement rates". The States/Territories establish these rates by conducting market rate surveys of child care prices throughout each State/Territory. (Information on the most recent market rate survey as of the FY 2012-13 CCDF Plans is shown in Appendix C.) Maximum rates affect not only providers but also families. For families, the maximum rates may establish the highest-cost care that the family can obtain with the subsidy, without paying an additional cost beyond the copayment. (Table 28 shows whether States/Territories may require a family to pay the difference between the maximum reimbursement rate and the provider's full rate.)

Within each State/Territory, rates may differ based on a number of factors, including provider type, amount of care (full-time, part-time, before-and-after, or summer care), and the age of the child. States/Territories may also provide higher rates for providers who qualify for increased payments based on meeting additional criteria beyond the basic licensing requirements (e.g., higher quality ratings). When States/Territories use this "tiered" approach, the general rate (for providers who do not qualify for the additional payments) is termed the "base rate". States/Territories may also use higher rates for care provided during non-traditional hours or care for children with special needs.

States/Territories may express their maximum rates in hourly, daily, weekly, and/or monthly terms; most States/Territories use more than one metric, with rules for how to determine the maximum rate in different situations. (For example, a State/Territory may use a daily rate when child care is provided for less than a certain number of days per week, but use a weekly or monthly rate in other cases.) Finally, it is very common for maximum rates to vary across different sub-areas of a State. A State/Territory may have just a few different sets of maximum rates or dozens of different sets of maximum rates.

Tables 34 through 37 show maximum reimbursement rates for four basic types of providers – child care centers, family child care homes, group child care homes, and in-

home child care providers. While States/Territories may use different terminology for categorizing different types of providers, for the purposes of the CCDF Policies Database, the four types of providers are defined as follows<sup>30</sup>:

- Child care centers are usually licensed, non-residential child care facilities that typically care for a larger number of children at one time than residentially-based facilities.
- Family child care homes are residential child care programs that are typically licensed or otherwise accredited.
- Group child care homes are similar to family child care homes but are usually allowed to care for more children at the same time than a family child care home. (Many States/Territories consider all child care homes as one group and do not use this category.)
- In-home child care usually refers to legally unregulated care provided in the child's home. In some cases, the State/Territory also refers to legally unregulated care provided in the provider's home as in-home care and provides two different in-home rates. In these cases, the table captures the rates for care provided in the home of the child. States/Territories vary widely on the amount of oversight and credentials required for in-home providers.

Each of the four tables shows the maximum reimbursement rate for a child at four different ages: infant (11 months, just before the 1<sup>st</sup> birthday), toddler (35 months, just before the 3<sup>rd</sup> birthday), preschool (59 months, just before the 5<sup>th</sup> birthday), and school-age before-and-after care (84 months, exactly 7 years old). The ages are precise to allow comparability across States/Territories, since different States/Territories use different numbers of age categories and define terms such as “toddler” or “preschool” in somewhat different ways. The tables all assume that the 11-, 35-, and 59-month-old children are all in full-time care and that the 7-year-old is in before-and-after care. For all States/Territories and each of the four ages, maximum reimbursement rates are shown in monthly terms, even if a State/Territory computes the rates in hourly, daily, or weekly terms. The tables assume that the younger children are in care for eight hours per day and five days a week, and that the school-age child requires before-and-after care for a total of four hours per day and five days a week. Rates are computed assuming that children do not have special needs, and that they receive care during traditional hours. Finally, in States where rates vary by locality, the tables show the information for the region or county providing subsidized child care for the largest number of children.

<sup>30</sup> States/Territories often define provider types differently, so broad definitions were developed to allow State/Territory policies to be categorized consistently. These definitions vary slightly from the definitions used by the Office of Child Care (OCC). In particular, the definitions used by OCC include the distinction that family child care homes are programs with one provider and group homes are programs with two or more providers. However, this level of detail is not always available in the caseworker manuals used for the CCDF Policies Database. Additional detail about provider types included in the full database may assist users in linking specific States'/Territories' provider types with the definitions used in the administrative data. The ACF-800 reporting instructions for States/Territories provide the provider definitions used by OCC: <http://www.acf.hhs.gov/programs/occ/resource/acf-800-reporting-instructions-definitions>.

The tables also reflect both the base rates and highest tiered or accredited rates for each provider type and age group. In the case of center care, family child care homes, and group child care homes, the base rates reflect the reimbursement rates for licensed child care providers. For States/Territories that do not provide reimbursement rates for licensed providers, the rates for registered or certified providers are used. For in-home child care providers, the base rates reflect the rates for unlicensed providers. For all provider types, for States/Territories with tiered reimbursement rates, the highest rates reflect the highest tiered or accredited rates available. For States/Territories that do not use tiered reimbursement rates, the highest rates are identical to the base rates. As noted above, States/Territories may use tiered reimbursement rates for different reasons, such as for providers who complete additional training requirements. However, the tiers are not always defined in the States’/Territories’ caseworker manuals, and so for the purposes of the CCDF Policies Database, the tiers are not categorized according to a common definition. The table footnotes provide the name of the base and highest tiers for States/Territories that use higher rates.

#### Maximum Reimbursement Rates for Licensed Child Care Centers (Table 34)

Table 34 shows the maximum amount a State/Territory will pay to CCDF child care providers falling into the category of child care center. Findings from the 2011 table include:

- Monthly base rates for infant care in child care centers range from 280 dollars in Puerto Rico to 1,465 dollars in New York. The average monthly base rate is 717 dollars, and the median monthly base rate is 675 dollars.
- Monthly base rates for toddler care in child care centers range from 200 dollars in American Samoa to 1,105 dollars in New York. The average monthly base rate is 595 dollars, and the median monthly base rate is 573 dollars.
- Monthly base rates for preschool care in child care centers range from 200 dollars in American Samoa to 940 dollars in New York. The average monthly base rate is 547 dollars, and the median monthly base rate is 520 dollars.
- Monthly base rates for before-and-after care in child care centers range from 80 dollars in Puerto Rico to 654 dollars in Minnesota. The average monthly base rate is 300 dollars, and the median monthly base rate is 286 dollars.
- Twenty-two States/Territories use higher tiered or accredited rates in addition to their base rates for care provided in child care centers.

#### Maximum Reimbursement Rates for Licensed Family Child Care Homes (Table 35)

Table 35 shows the maximum amount a State/Territory will pay to CCDF child care providers falling into the category of family child care home. Findings from the 2011 table include:

- Monthly base rates for infant care in family child care homes range from 245 dollars in Mississippi to 919 in Massachusetts. The average monthly base rate is 550 dollars, and the median monthly base rate is 528 dollars.
- Monthly base rates for toddler care in family child care homes range from 200 dollars in American Samoa to 837 dollars in Massachusetts. The average monthly base rate is 498 dollars, and the median monthly base rate is 469 dollars.
- Monthly base rates for preschool care in family child care homes range from 200 dollars in American Samoa to 837 dollars in Massachusetts. The average monthly base rate is 480 dollars, and the median monthly base rate is 453 dollars.
- Monthly base rates for before-and-after care in family child care homes range from 112 dollars in Mississippi to 502 dollars in California. The average monthly base rate is 275 dollars, and the median monthly base rate is 260 dollars.
- Twenty-one States/Territories use higher tiered or accredited rates in addition to their base rates for care provided in family child care homes.

#### Maximum Reimbursement Rates for Licensed Group Child Care Homes (Table 36)

Table 36 captures the maximum amount a State/Territory will pay to CCDF child care providers falling into the category of group child care home. Findings from the 2011 table include:

- Monthly base rates for infant care in group child care homes range from 217 dollars in Puerto Rico to 976 in Connecticut. The average monthly base rate is 532 dollars, and the median monthly base rate is 504 dollars.
- Monthly base rates for toddler care in group child care homes range from 200 dollars in American Samoa to 976 dollars in Connecticut. The average monthly base rate is 482 dollars, and the median monthly base rate is 454 dollars.
- Monthly base rates for preschool care in group child care homes range from 200 dollars in American Samoa to 770 dollars in Connecticut. The average monthly base rate is 458 dollars, and the median monthly base rate is 441 dollars.
- Monthly base rates for before-and-after care in group child care homes range from 58 dollars in Puerto Rico to 460 dollars in Connecticut. The average monthly base rate is 251 dollars, and the median monthly base rate is 233 dollars.
- Thirteen States/Territories use higher tiered or accredited rates in addition to their base rates for care provided in group child care homes.

#### Maximum Reimbursement Rates for In-Home Child Care (Table 37)

Table 37 captures the maximum amount a State/Territory will pay to CCDF child care providers falling into the category of in-home child care providers. Findings from the 2011 table include:

- Monthly base rates for infant care for in-home child care providers range from 152 dollars in Alabama to 1,571 in Iowa. The average monthly base rate is 464 dollars, and the median monthly base rate is 347 dollars.
- Monthly base rates for toddler care for in-home child care providers range from 152 dollars in Alabama to 1,571 dollars in Iowa. The average monthly base rate is 439 dollars, and the median monthly base rate is 321 dollars.
- Monthly base rates for preschool care for in-home child care providers range from 152 dollars in Alabama to 1,571 dollars in Iowa. The average monthly base rate is 430 dollars, and the median monthly base rate is 308 dollars.
- Monthly base rates for before-and-after care for in-home child care providers range from 60 dollars in Hawaii to 785 dollars in Iowa. The average monthly base rate is 230 dollars, and the median monthly base rate is 160 dollars.
- Nine States/Territories use higher tiered or accredited rates in addition to their base rates for care provided by in-home providers.
- In several States/Territories, the policies for the rates paid to in-home providers involve a requirement that they be paid at least the State/Territory minimum wage.

#### Changes in Reimbursement Rate Policies from 2010 to 2011

Several States/Territories made changes to their reimbursement rates for all four types of providers between 2010 and 2011. From 2010 to 2011, center child care rates for infant care changed in 10 States/Territories, increasing in seven and decreasing in three. Center child care rates for toddler care changed in 11 States/Territories from 2010 to 2011, increasing in eight and decreasing in three. Center child care rates for preschool care changed in nine States/Territories, increasing in six and decreasing in three. Center child care rates for before-and-after care changed in 10 States/Territories from 2010 to 2011, increasing in five and decreasing in five.

Family child care home rates for infant care changed in seven States/Territories from 2010 to 2011, increasing in five and decreasing in two. Family child care home rates for toddler care changed in eight States/Territories, increasing in five and decreasing in three. Family child care home rates for preschool care changed in eight States/Territories from 2010 to 2011, increasing in five and decreasing in three. Family child care home rates for before-and-after care changed in 11 States/Territories, increasing in six and decreasing in five.

From 2010 to 2011, group child care home rates for infant care changed in eight States/Territories, increasing in five and decreasing in three. Group child care home rates for toddler care changed in eight States/Territories from 2010 to 2011, increasing in five and decreasing in three. Group child care home rates for preschool care changed in seven States/Territories, increasing in four and decreasing in three. Group child care home rates for before-and-after care changed in nine States/Territories from 2010 to 2011, increasing in five and decreasing in four.

In-home child care rates for infant, toddler, and preschool care changed in eight States/Territories from 2010 to 2011, increasing in four and decreasing in four. In-home child care rates for before-and-after care changed in nine States/Territories, increasing in five and decreasing in four.

## ***Policies for Unregulated Child Care Providers***

To ensure the health and safety of children whose care is paid for through CCDF, States/Territories must establish minimum health and safety policies regarding physical and building premises, infectious diseases, and training. Many CCDF child care providers are licensed or registered by the State/Territory in which they provide care and therefore must meet all requirements (regarding facility safety, staff training requirements, employee/volunteer criminal history checks, and so on) that are imposed by the license or registration. However, some providers are not licensed or registered, such as most in-home care providers, relative providers, some family child care homes, and religious exempt child care centers. These providers are often referred to as “legally unregulated providers,” and each State/Territory establishes policies for these providers within the framework of federal requirements.

States/Territories vary considerably on the requirements they place on legally unregulated providers. There are differences across States/Territories in the requirements for background checks and training, the minimum age requirements for providers, and the rules for which individuals are allowed to provide CCDF-subsidized care (e.g., relatives living in the home). Tables 38, 39, and 40 review these types of policies.

### Unregulated Provider Background Check Requirements (Table 38)

States/Territories may require unregulated providers to have some sort of background check or screening. If care is provided in the home of the provider instead of the home of the child, States/Territories may require others in the home to have background checks as well. For example, a State/Territory may require all members of the provider’s household over the age of 18 to be screened, while another State/Territory may require any person who might have access to the children while they are in care to be screened. Criminal history background checks may include local-level checks, State/Territory-level checks, FBI checks, and sex offender registry checks. Additionally, many States/Territories require that providers be screened by a child protective services database or an adult protective services database.

Table 38 describes the background checks to which legally unregulated providers are subject if they wish to receive CCDF payments. Findings from the 2011 table include:

- Thirty-six States/Territories require criminal history background checks for the provider and other staff members. Nine States/Territories require criminal history

- background checks for the provider, while nine States/Territories do not require the provider to complete a criminal history background check.
- A majority of the States/Territories (41) require providers to undergo some sort of child protective services screening, while only nine States/Territories require providers to undergo an adult protective services check.
  - Requirements may vary depending on whether the unregulated provider is a relative.

### Unregulated Provider Training Requirements (Table 39)

States/Territories are required to ensure that child care providers undergo minimum health and safety training, even if they are otherwise unregulated. (Relatives who provide CCDF-funded care are not covered by the federal health and safety requirements, but may still face State/Territory requirements.) Regulations do not specify what trainings should be included, but these range from CPR and Shaken Baby Syndrome training to child safety classes and child nutrition classes. Some States/Territories require providers to undergo training for a minimum number of hours each year, while others may require providers to undergo certain trainings before they may become eligible for payment under the CCDF program. Certain types of provider training may make an in-home provider eligible to receive higher reimbursement rates.

Table 39 focuses on one aspect of training: whether States/Territories require unregulated providers to be certified in CPR and/or First Aid. Some States/Territories require every child care provider to be trained in CPR and/or First Aid, while others may require only that someone on the site where care is being provided be certified. Findings from the 2011 table include:

- Twelve States/Territories require the provider to be CPR certified, while another five States/Territories require at least one person on site to be CPR certified.
- Fifteen States/Territories require the provider to have First Aid certification, while another five States/Territories require at least one person on site to have First Aid certification.

### Provider Policies: Who May Provide Care (Table 40)

Table 40 describes who may be authorized to provide care under each State's/Territory's child care subsidy program, based on the person's age and his or her relationship to the child. Findings from the 2011 table include:

- Whereas most States/Territories require providers to be at least 18 years of age, New Hampshire will pay an unregulated provider as young as 16, and some States/Territories require a minimum age of 21.
- All States/Territories allow relatives living outside of the home of the child to provide care.

- States/Territories differ in their rules concerning relatives who live in the same home as the child. For instance, a little more than half of the States/Territories allow relatives living in the home to provide care if they are not counted as part of the family unit when determining CCDF eligibility.

#### Changes in Unregulated Provider Policies from 2010 to 2011

When compared to 2010, few States/Territories saw changes in the unregulated provider policies captured in the CCDF Policies Database. Background check policies for informal providers only varied in one State from 2010 to 2011. Illinois did not require a criminal history background check in 2010. For 2011, the State required providers and other people working for the provider to undergo State, FBI, and sex offender registry checks in order to provide subsidized care.

From 2010 to 2011, training requirements remained the same in all but two States/Territories. In Georgia, providers were not required to complete CPR training in 2010, but they were required to have CPR training in 2011. In the Virgin Islands, providers were not required to complete CPR or First Aid training in 2010, but these trainings were required in 2011.

Policies outlining who is allowed to provide care under the subsidy program remained the same in all but two States/Territories from 2010 to 2011. In Georgia, the minimum provider age was raised from 18 in 2010 to 21 in 2011. In South Dakota, relative and non-relative providers living in the home and not counted as part of the assistance unit were allowed to provide care in 2010 but not in 2011.

**Table 34. Maximum Reimbursement Rates for Licensed Child Care Centers (Monthly Dollar Amounts), 2011 <sup>2</sup>**

State	Full-Time Care						Before-and-After Care	
	Infant (11 months)		Toddler (35 months)		Preschool (59 months)		School-Age (84 months)	
	Base Rate	Highest Rate	Base Rate	Highest Rate	Base Rate	Highest Rate	Base Rate	Highest Rate
Alabama <sup>3</sup>	481	481	442	442	442	442	204	204
Alaska <sup>4</sup>	850	850	800	800	650	650	375	375
Arizona <sup>5</sup>	654	720	576	634	516	567	347	381
Arkansas	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>
California <sup>6</sup>	1029	1029	744	744	744	744	386	386
Colorado <sup>7</sup>	714	902	520	697	520	697	286	383
Connecticut <sup>8</sup>	976	1025	976	1025	770	808	460	483
Delaware <sup>9</sup>	708	708	574	574	574	574	275	275
DC <sup>10</sup>	882	1179	863	1102	633	910	265	416
Florida <sup>11</sup>	507	608	429	515	403	484	273	328
Georgia <sup>12</sup>	602	602	559	559	494	494	282	282
Hawaii <sup>13</sup>	1395	1395	675	710	675	710	155	155
Idaho <sup>14</sup>	594	594	492	492	440	440	151	151
Illinois <sup>15</sup>	978	978	826	826	688	688	344	344
Indiana <sup>16</sup>	945	1040	815	897	693	763	377	416
Iowa	685	685	552	552	552	552	249	249
Kansas <sup>17</sup>	588	588	395	395	395	395	197	197
Kentucky <sup>18</sup>	520	520	520	520	455	455	282	282
Louisiana <sup>19</sup>	407	407	407	407	385	385	193	193
Maine <sup>20</sup>	1018	1018	910	910	810	810	347	347
Maryland <sup>21</sup>	794	1143	474	597	474	597	316	398
Massachusetts <sup>22</sup>	1182	1182	795	795	795	795	354	354
Michigan	650	650	433	433	433	433	217	217
Minnesota <sup>23</sup>	1154	1327	860	989	860	989	654	752
Mississippi <sup>24</sup>	339	375	326	357	312	339	183	201
Missouri <sup>25</sup>	605	726	354	424	354	424	229	275
Montana <sup>26</sup>	715	715	624	624	624	624	468	468
Nebraska <sup>27</sup>	812	867	704	737	672	737	390	433

**Table 34. Maximum Reimbursement Rates for Licensed Child Care Centers (Monthly Dollar Amounts), 2011 <sup>2</sup>**

State	Full-Time Care						Before-and-After Care	
	Infant (11 months)		Toddler (35 months)		Preschool (59 months)		School-Age (84 months)	
	Base Rate	Highest Rate	Base Rate	Highest Rate	Base Rate	Highest Rate	Base Rate	Highest Rate
Nevada <sup>28</sup>	672	672	607	607	498	498	206	206
New Hampshire <sup>29</sup>	854	854	810	810	713	713	325	325
New Jersey <sup>30</sup>	695	730	573	604	573	604	287	302
New Mexico <sup>31</sup>	457	584	409	535	379	506	332	459
New York <sup>32</sup>	1465	1465	1105	1105	940	940	498	498
North Carolina <sup>33</sup>	536	789	490	751	477	702	317	445
North Dakota	518	518	486	486	464	464	225	225
Ohio <sup>34</sup>	713	713	652	652	570	570	253	253
Oklahoma <sup>35</sup>	336	758	292	601	292	487	195	325
Oregon <sup>36</sup>	900	900	894	894	705	705	524	524
Pennsylvania <sup>37</sup>	910	953	780	823	715	758	498	520
Rhode Island <sup>29</sup>	815	815	815	815	680	680	308	308
South Carolina <sup>38</sup>	455	650	455	650	390	624	212	303
South Dakota <sup>39</sup>	641	641	641	641	546	546	238	238
Tennessee <sup>40</sup>	568	679	426	512	426	512	215	258
Texas <sup>41</sup>	713	749	586	615	508	533	297	312
Utah <sup>30</sup>	564	564	495	495	450	450	277	277
Vermont <sup>42</sup>	594	832	578	809	562	786	300	419
Virginia <sup>43</sup>	1213	1213	845	845	845	845	455	455
Washington <sup>44</sup>	976	976	684	684	684	684	420	420
West Virginia <sup>45</sup>	560	640	480	560	460	540	190	230
Wisconsin <sup>46</sup>	998	998	860	860	774	774	430	430
Wyoming <sup>47</sup>	675	675	542	542	532	532	343	343
American Samoa	400	400	200	200	200	200	130	130
Guam	525	525	470	470	470	470	400	400
No Mariana Islands	300	300	300	300	300	300	124	124
Puerto Rico <sup>29</sup>	280	280	280	280	273	273	80	80
Virgin Islands	300	300	300	300	300	300	150	150

Source: CCDF Policies Database October 1, 2011 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> The rates represent the maximum reimbursement rates for licensed child care providers. For states that have tiered reimbursement systems, the base rates reflect the base licensed rates and the highest rates reflect the highest tiered or accredited rates available. For states that do not have tiered reimbursement systems, the base and highest rates are identical. For states that do not specify reimbursement rates for licensed providers, the rates for registered or certified providers are used. Rates for the largest, most populous area are provided for states in which rates vary at a sub-state level. Numbers are rounded to the nearest dollar amount. Maximum rates may be higher for special needs children or for care during non-traditional hours. For the purposes of calculating the monthly rate, the following assumptions were made. The child receives full-time center based child care. The child is in care for 8 hours per day, 5 days per week. For children receiving before-and-after care, the child is in care for 4 hours per day. Unless noted, when hourly, daily, or weekly rates were provided, the monthly rates were calculated using 8 hours per day, 5 days per week, and 4.333 weeks per month. When a before-and-after care or part-time school-age rate was not available, the before-and-after care rate was calculated using half of the full-time school-age rate.

<sup>3</sup> Center reimbursement rates for the Birmingham Region.

<sup>4</sup> Center reimbursement rates for Anchorage.

<sup>5</sup> Base rates are licensed center reimbursement rates for District 1. Highest rates are licensed accredited center reimbursement rates for District 1.

<sup>6</sup> Center reimbursement rates for Los Angeles.

<sup>7</sup> Base rates are reimbursement rates for centers with no additional rating in Denver. Highest rates are tier 5 center reimbursement rates for Denver.

<sup>8</sup> Base rates are licensed center reimbursement rates for the Southwest Region. Highest rates are licensed accredited center reimbursement rates for the Southwest Region. Rates were calculated using a multiplier of 4.3 to convert weekly rates to monthly rates.

<sup>9</sup> Center reimbursement rates for New Castle.

<sup>10</sup> Base rates are bronze tier center reimbursement rates. Highest rates are gold tier center reimbursement rates.

<sup>11</sup> Base rates are licensed or exempt center reimbursement rates for the Miami-Dade Coalition. Highest rates are Gold Seal center reimbursement rates for the Miami-Dade Coalition.

<sup>12</sup> Center reimbursement rates for Zone 1.

<sup>13</sup> Base rates are licensed center reimbursement rates. Highest rates are licensed accredited center reimbursement rates.

<sup>14</sup> Center reimbursement rates for Region 4.

<sup>15</sup> Licensed center reimbursement rates for Group 1A. The state sets a number of days each month that families may be eligible for care. The daily rate is then multiplied by the number of eligible days in the month. The rate may vary each month, depending on the number of eligible days.

<sup>16</sup> Base rates are licensed center reimbursement rates for Marion. Highest rates are accredited center reimbursement rates for Marion.

<sup>17</sup> Center reimbursement rates for Sedgwick County.

<sup>18</sup> Licensed center reimbursement rates for Central Region Urban Counties.

<sup>19</sup> This state authorizes a maximum of 22 days per month. The multiplier for converting maximum daily rates to maximum monthly rates is 22.

<sup>20</sup> Licensed center reimbursement rates for Cumberland County.

<sup>21</sup> Base rates are unaccredited center reimbursement rates for Baltimore City. Highest rates are level 4 center reimbursement rates for Baltimore City.

<sup>22</sup> Center reimbursement rates for Region 6.

<sup>23</sup> Base rates are unaccredited center reimbursement rates for Hennepin County. Highest rates are accredited center reimbursement rates for Hennepin County.

<sup>24</sup> Base rates are tier 2 center reimbursement rates. Highest rates are tier 1 center reimbursement rates.

<sup>25</sup> Base rates are licensed center reimbursement rates for St. Louis County. Highest rates are licensed accredited center reimbursement rates for St. Louis County. Rates were calculated using a multiplier of 22 days per month.

- <sup>26</sup> Center reimbursement rates for the Billings Region.
- <sup>27</sup> Base rates are unaccredited center reimbursement rates for Lancaster, Dakota, Douglas, and Sarpy Counties. Highest rates are accredited center reimbursement rates for the entire state.
- <sup>28</sup> Licensed center reimbursement rates for Clark.
- <sup>29</sup> Licensed center reimbursement rates.
- <sup>30</sup> Base rates are licensed center reimbursement rates. Highest rates are accredited center reimbursement rates.
- <sup>31</sup> Base rates are licensed center reimbursement rates for Metro Areas. Highest rates are 5-Star licensed center reimbursement rates for Metro Areas. Before-and-after school care rates are paid at the full-time rate for licensed child care provided for 20 hours or more per week.
- <sup>32</sup> Day care center reimbursement rates for Group 5 counties: New York, Bronx, Kings, Queens, and Richmond.
- <sup>33</sup> Base rates are licensed 1-Star center reimbursement rates for Mecklenburg County. Highest rates are licensed 5-Star center reimbursement rates for Mecklenburg County. The before-and-after school rate is calculated at 75 percent of the full-time rate.
- <sup>34</sup> Licensed center reimbursement rates for Cuyahoga.
- <sup>35</sup> Base rates are one star center reimbursement rates for Enhanced Areas. Highest rates are three star center reimbursement rates for Enhanced Areas.
- <sup>36</sup> Certified center reimbursement rates for Group Area A.
- <sup>37</sup> Base rates are reimbursement rates for centers with no star rating for Philadelphia. Highest rates are Star 4 center reimbursement rates for Philadelphia.
- <sup>38</sup> Base rates are level C licensed center reimbursement rates for urban counties. Highest rates are level AA highest achieving center reimbursement rates for urban counties. The highest reimbursement rates include a quality incentive bonus of an additional 20 dollars for full-time care and 10 dollars for part-time care. Providers who do not receive the quality incentive bonus are reimbursed at 10 to 20 dollars less per week.
- <sup>39</sup> Licensed center reimbursement rates for Minnehaha County.
- <sup>40</sup> Base rates are reimbursement rates for centers with no star rating for the Top Tier counties. Highest rates are three star center reimbursement rates for the Top Tier counties. Rates were calculated using a multiplier of 4.3 to convert weekly rates to monthly rates.
- <sup>41</sup> Base rates are licensed center rates for the Gulf Coast Region. Highest rates are licensed reimbursement rates for centers with Texas Rising Star Certification for the Gulf Coast Region.
- <sup>42</sup> Base rates are licensed center reimbursement rates. Highest rates are licensed five start center reimbursement rates.
- <sup>43</sup> Level 2 center reimbursement rates for Fairfax.
- <sup>44</sup> Center reimbursement rates for Region 4. Rates were calculated using a multiplier of 22 days per month. School-age before-and-after care rates are authorized at 30 half day units when care is provided for five days per week.
- <sup>45</sup> Base rates are tier 1 center reimbursement rates. Highest rates are tier 3 center reimbursement rates.
- <sup>46</sup> Licensed center reimbursement rates for Milwaukee. This state uses a multiplier of 4.3 to convert weekly rates to monthly rates.
- <sup>47</sup> Licensed center reimbursement rates. The state sets a maximum reimbursement rate for all children at 675 dollars. With a quality capacity payment added to the infant rate, the calculated rate exceeded 675 dollars, and so the lower rate was used.

**Table 35. Maximum Reimbursement Rates for Licensed Family Child Care Homes (Monthly Dollar Amounts), 2011 <sup>2</sup>**

State	Full-Time Care						Before-and-After Care	
	Infant (11 months)		Toddler (35 months)		Preschool (59 months)		School-Age (84 months)	
	Base Rate	Highest Rate	Base Rate	Highest Rate	Base Rate	Highest Rate	Base Rate	Highest Rate
Alabama <sup>3</sup>	386	386	360	360	360	360	182	182
Alaska <sup>4</sup>	700	700	650	650	545	545	301	301
Arizona <sup>5</sup>	433	477	433	477	390	429	260	286
Arkansas	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>
California <sup>6</sup>	753	753	683	683	683	683	502	502
Colorado <sup>7</sup>	549	685	456	573	456	573	251	315
Connecticut <sup>8</sup>	744	781	744	781	744	781	460	483
Delaware <sup>9</sup>	498	498	448	448	448	448	217	217
DC <sup>10</sup>	617	758	588	737	477	607	260	335
Florida <sup>11</sup>	438	608	386	515	381	484	256	328
Georgia <sup>12</sup>	477	477	433	433	416	416	221	221
Hawaii <sup>13</sup>	650	650	600	600	600	600	155	155
Idaho <sup>14</sup>	489	489	460	460	460	460	151	151
Illinois <sup>15</sup>	642	642	618	618	580	580	290	290
Indiana <sup>16</sup>	563	620	542	598	433	477	329	364
Iowa <sup>17</sup>	530	530	497	497	497	497	221	221
Kansas <sup>18</sup>	409	409	347	347	347	347	173	173
Kentucky <sup>19</sup>	455	455	455	455	412	412	282	282
Louisiana <sup>20</sup>	352	352	352	352	330	330	165	165
Maine <sup>21</sup>	650	650	650	650	607	607	282	282
Maryland <sup>22</sup>	596	769	450	576	450	576	300	384
Massachusetts <sup>23</sup>	919	919	837	837	837	837	419	419
Michigan	503	503	416	416	416	416	208	208
Minnesota <sup>24</sup>	724	833	631	726	631	726	420	484
Mississippi <sup>25</sup>	245	272	237	259	223	245	112	125
Missouri <sup>26</sup>	378	454	300	360	300	360	185	222
Montana <sup>27</sup>	585	585	542	542	542	542	433	433
Nebraska <sup>28</sup>	563	607	542	542	542	542	303	347

**Table 35. Maximum Reimbursement Rates for Licensed Family Child Care Homes (Monthly Dollar Amounts), 2011 <sup>2</sup>**

State	Full-Time Care						Before-and-After Care	
	Infant (11 months)		Toddler (35 months)		Preschool (59 months)		School-Age (84 months)	
	Base Rate	Highest Rate	Base Rate	Highest Rate	Base Rate	Highest Rate	Base Rate	Highest Rate
Nevada <sup>29</sup>	650	650	585	585	563	563	249	249
New Hampshire <sup>13</sup>	665	665	650	650	635	635	260	260
New Jersey <sup>30</sup>	655	688	514	538	514	538	257	269
New Mexico <sup>31</sup>	351	477	312	439	311	438	307	433
New York <sup>32</sup>	693	693	650	650	650	650	433	433
North Carolina <sup>33</sup>	446	566	423	538	404	509	303	380
North Dakota <sup>13</sup>	440	440	400	400	392	392	198	198
Ohio <sup>34</sup>	600	600	547	547	504	504	259	259
Oklahoma <sup>35</sup>	314	601	265	515	265	515	173	325
Oregon <sup>36</sup>	860	860	745	745	688	688	450	450
Pennsylvania <sup>37</sup>	737	780	650	693	611	654	433	455
Rhode Island <sup>38</sup>	672	672	672	672	650	650	308	308
South Carolina <sup>39</sup>	377	494	377	494	347	455	186	260
South Dakota <sup>40</sup>	468	468	468	468	433	433	238	238
Tennessee <sup>41</sup>	430	516	366	439	366	439	215	258
Texas <sup>42</sup>	457	485	402	426	379	402	223	237
Utah	450	450	430	430	420	420	272	272
Vermont <sup>43</sup>	495	693	477	667	428	600	232	325
Virginia <sup>44</sup>	802	802	715	715	715	715	412	412
Washington <sup>45</sup>	881	881	645	645	645	645	422	422
West Virginia <sup>46</sup>	400	480	400	480	400	480	160	200
Wisconsin <sup>47</sup>	817	817	753	753	710	710	381	381
Wyoming <sup>48</sup>	675	675	498	498	487	487	325	325
American Samoa	400	400	200	200	200	200	130	130
Guam	525	525	470	470	470	470	400	400
No Mariana Islands	300	300	300	300	300	300	124	124
Puerto Rico	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>
Virgin Islands	300	300	300	300	300	300	150	150

Source: CCDF Policies Database October 1, 2011 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> The rates represent the maximum reimbursement rate for licensed child care providers. For states that have tiered reimbursement systems, the base rates reflect the base licensed rates and the highest rates reflect the highest tiered or accredited rates available. For states that do not have tiered reimbursement systems, the base and highest rates are identical. For states that do not specify reimbursement rates for licensed providers, the rates for registered or certified providers are used. Rates for the largest, most populous area are provided for states in which rates vary at a sub-state level. Numbers are rounded to the nearest dollar amount. Maximum rates may be higher for special needs children or for care during non-traditional hours. For the purposes of calculating the monthly rate, the following assumptions were made. The child receives full-time care in a family child care home. The child is in care for 8 hours per day, 5 days per week. For children receiving before-and-after care, the child is in care for 4 hours per day. Unless noted, when hourly, daily, or weekly rates were provided, the monthly rates were calculated using 8 hours per day, 5 days per week, and 4.333 weeks per month. When a before-and-after care or part-time school-age rate was not available, the before-and-after care rate was calculated using half of the full-time school-age rate.

<sup>3</sup> Family day care rates for the Birmingham Region.

<sup>4</sup> Family home care rates for Anchorage.

<sup>5</sup> Base rates are certified family child care home rates for District 1. Highest rates are accredited family child care home rates for District 1.

<sup>6</sup> Licensed family child care home rates for Los Angeles.

<sup>7</sup> Base rates are reimbursement rates for family child care homes with no additional rating for Denver. Highest rates are tier 5 family child care home rates for Denver.

<sup>8</sup> Base rates are licensed family child care home rates for the Southwest Region. Highest rates are licensed accredited family child care home rates for the Southwest Region. Rates were calculated using a multiplier of 4.3 to convert weekly rates to monthly rates.

<sup>9</sup> Licensed family child care home rates for New Castle.

<sup>10</sup> Base rates are bronze tier family child care home reimbursement rates. Highest rates are gold tier family child care home reimbursement rates.

<sup>11</sup> Base rates are licensed family child care home reimbursement rates for the Miami-Dade Coalition. Highest rates are Gold Seal family child care home rates for the Miami-Dade Coalition.

<sup>12</sup> Family child care home rates for Zone 1.

<sup>13</sup> Licensed family child care home rates.

<sup>14</sup> Family child care home rates for Region 4.

<sup>15</sup> Licensed family child care home rates for Group 1A. The state sets a number of days each month that families may be eligible for care. The daily rate is then multiplied by the number of eligible days in the month. The rate may vary each month, depending on the number of eligible days.

<sup>16</sup> Base rates are licensed family child care home rates for Marion. Highest rates are accredited family child care home rates for Marion.

<sup>17</sup> Registered Child Development Home category A and B rates.

<sup>18</sup> Licensed family child care home rates for Sedgwick County.

<sup>19</sup> Certified family child care home rates for Central Region Urban Counties.

<sup>20</sup> This state authorizes a maximum of 22 days per month. The multiplier for converting maximum daily rates to maximum monthly rates is 22.

<sup>21</sup> Licensed family child care home rates for Cumberland County.

<sup>22</sup> Base rates are unaccredited family child care home rates for Baltimore City. Highest rates are level 4 family child care home rates for Baltimore City.

<sup>23</sup> Systems family child care home rates for Region 6.

<sup>24</sup> Base rates are licensed unaccredited family child care home rates for Hennepin County. Highest rates are licensed accredited family child care home rates for Hennepin County.

<sup>25</sup> Base rates are tier 2 family child care home rates. Highest rates are tier 1 family child care home rates.

- <sup>26</sup> Base rates are licensed family home rates for St. Louis County. Highest rates are licensed accredited family home rates for St. Louis County. Rates were calculated using a multiplier of 22 days per month.
- <sup>27</sup> Family child care home rates for the Billings Region.
- <sup>28</sup> Base rates are licensed family child care home rates for Lancaster, Dakota, Douglas, and Sarpy Counties. Highest rate are accredited family child care home rates for the entire state.
- <sup>29</sup> Licensed family child care home rates for Clark County.
- <sup>30</sup> Base rates are registered family child care home rates. Highest rates are accredited family child care home rates.
- <sup>31</sup> Base rates are licensed family child care home rates for Metro Areas. Highest rates are licensed 5-Star family child care home rates for Metro Areas. Before-and-after school care rates are paid at the full-time rate for licensed child care provided for 20 hours or more per week.
- <sup>32</sup> Registered family day care rates for Group 5 counties: New York, Bronx, Kings, Queens, and Richmond.
- <sup>33</sup> Base rates are licensed 1-Star family child care home rates for Mecklenburg County. Highest rates are licensed 5-Star family child care home rates for Mecklenburg County. The before-and-after school rate is calculated at 75 percent of the full-time rate.
- <sup>34</sup> Certified Professional Type B home rates for Cuyahoga.
- <sup>35</sup> Base rates are one star family child care home rates for Enhanced Areas. Highest rates are three star family child care home rates for Enhanced Areas.
- <sup>36</sup> Certified family child care home rates for Group Area A.
- <sup>37</sup> Base rates are reimbursement rates for family child care homes with no additional rating for Philadelphia. Highest rates are star 4 family child care home rates for Philadelphia.
- <sup>38</sup> Certified family child care home rates.
- <sup>39</sup> Base rates are level CC licensed family child care home rates for urban counties. Highest rates are level BB enhanced licensed family child care home rates for urban counties. The highest reimbursement rates include a quality incentive bonus of an additional 20 dollars for full-time care and 10 dollars for part-time care. Providers who do not receive the quality incentive bonus are reimbursed at 10 to 20 dollars less per week.
- <sup>40</sup> Regulated family child care home rates for Minnehaha County.
- <sup>41</sup> Base rates are reimbursement rates for family child care homes with no additional rating for the Top Tier counties. Highest rates are three star family child care home rates for the Top Tier counties. Rates were calculated using a multiplier of 4.3 to convert weekly rates to monthly rates.
- <sup>42</sup> Base rates are registered family child care home rates for the Gulf Coast Region. Highest rates are Gulf Coast Region rates for registered family homes with Texas Rising Star Certification.
- <sup>43</sup> Base rates are registered family child care home rates. Highest rates are registered 5-Star family child care home rates.
- <sup>44</sup> Level 2 family day home rates for Fairfax.
- <sup>45</sup> Licensed family child care rates for Region 4. Rates were calculated using a multiplier of 22 days per month. School-age before-and-after care rates are authorized at 30 half day units when care is provided for five days per week.
- <sup>46</sup> Base rates are tier 1 family child care home rates. Highest rates are tier 3 family child care home rates.
- <sup>47</sup> Licensed family child care center rates for Milwaukee. This state uses a multiplier of 4.3 to convert weekly rates to monthly rates.
- <sup>48</sup> Licensed family child care home rates. The state sets a maximum reimbursement rate for all children at 675 dollars. With a quality capacity payment added to the infant rate, the calculated rate exceeded 675 dollars, and so the lower number was used.

**Table 36. Maximum Reimbursement Rates for Licensed Group Child Care Homes (Monthly Dollar Amounts), 2011 <sup>2</sup>**

State	Full-Time Care						Before-and-After Care	
	Infant (11 months)		Toddler (35 months)		Preschool (59 months)		School-Age (84 months)	
	Base Rate	Highest Rate	Base Rate	Highest Rate	Base Rate	Highest Rate	Base Rate	Highest Rate
Alabama <sup>3</sup>	407	407	390	390	390	390	186	186
Alaska <sup>4</sup>	850	850	800	800	650	650	375	375
Arizona <sup>5</sup>	520	572	477	524	433	477	303	334
Arkansas	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>
California <sup>6</sup>	NA	NA	NA	NA	NA	NA	NA	NA
Colorado <sup>6</sup>	NA	NA	NA	NA	NA	NA	NA	NA
Connecticut <sup>7</sup>	976	1025	976	1025	770	808	460	483
Delaware <sup>8</sup>	498	498	448	448	448	448	217	217
DC <sup>6</sup>	NA	NA	NA	NA	NA	NA	NA	NA
Florida <sup>9</sup>	438	608	386	515	381	484	256	328
Georgia <sup>10</sup>	602	602	559	559	494	494	282	282
Hawaii <sup>11</sup>	675	675	675	675	675	675	155	155
Idaho <sup>12</sup>	505	505	460	460	460	460	151	151
Illinois <sup>13</sup>	642	642	618	618	580	580	290	290
Indiana <sup>6</sup>	NA	NA	NA	NA	NA	NA	NA	NA
Iowa <sup>14</sup>	508	508	497	497	497	497	221	221
Kansas <sup>15</sup>	409	409	347	347	347	347	173	173
Kentucky <sup>6</sup>	NA	NA	NA	NA	NA	NA	NA	NA
Louisiana <sup>6</sup>	NA	NA	NA	NA	NA	NA	NA	NA
Maine <sup>6</sup>	NA	NA	NA	NA	NA	NA	NA	NA
Maryland <sup>6</sup>	NA	NA	NA	NA	NA	NA	NA	NA
Massachusetts <sup>6</sup>	NA	NA	NA	NA	NA	NA	NA	NA
Michigan	503	503	416	416	416	416	208	208
Minnesota <sup>6</sup>	NA	NA	NA	NA	NA	NA	NA	NA
Mississippi <sup>16</sup>	339	375	326	357	312	339	183	201
Missouri <sup>17</sup>	439	527	300	360	300	360	186	224
Montana <sup>18</sup>	628	628	563	563	563	563	442	442
Nebraska <sup>19</sup>	563	607	542	542	542	542	303	347

**Table 36. Maximum Reimbursement Rates for Licensed Group Child Care Homes (Monthly Dollar Amounts), 2011 <sup>2</sup>**

State	<u>Full-Time Care</u>						<u>Before-and-After Care</u>	
	<u>Infant (11 months)</u>		<u>Toddler (35 months)</u>		<u>Preschool (59 months)</u>		<u>School-Age (84 months)</u>	
	Base Rate	Highest Rate	Base Rate	Highest Rate	Base Rate	Highest Rate	Base Rate	Highest Rate
Nevada <sup>20</sup>	607	607	520	520	455	455	227	227
New Hampshire <sup>11</sup>	665	665	650	650	635	635	260	260
New Jersey <sup>6</sup>	NA	NA	NA	NA	NA	NA	NA	NA
New Mexico <sup>21</sup>	364	491	330	457	325	451	320	447
New York <sup>22</sup>	841	841	784	784	758	758	455	455
North Carolina <sup>6</sup>	NA	NA	NA	NA	NA	NA	NA	NA
North Dakota	440	440	400	400	392	392	198	198
Ohio <sup>23</sup>	713	713	652	652	570	570	253	253
Oklahoma <sup>24</sup>	314	601	265	515	265	515	173	325
Oregon <sup>6</sup>	NA	NA	NA	NA	NA	NA	NA	NA
Pennsylvania <sup>25</sup>	731	775	650	693	628	672	433	455
Rhode Island <sup>26</sup>	672	672	672	672	650	650	308	308
South Carolina <sup>27</sup>	360	464	360	464	325	433	195	238
South Dakota <sup>28</sup>	641	641	641	641	546	546	238	238
Tennessee <sup>29</sup>	495	593	387	464	387	464	215	258
Texas <sup>30</sup>	485	509	415	436	402	426	239	251
Utah	450	450	430	430	420	420	272	272
Vermont <sup>6</sup>	NA	NA	NA	NA	NA	NA	NA	NA
Virginia <sup>6</sup>	NA	NA	NA	NA	NA	NA	NA	NA
Washington <sup>6</sup>	NA	NA	NA	NA	NA	NA	NA	NA
West Virginia <sup>31</sup>	500	580	400	480	400	480	180	220
Wisconsin <sup>6</sup>	NA	NA	NA	NA	NA	NA	NA	NA
Wyoming <sup>32</sup>	675	675	498	498	487	487	325	325
American Samoa	400	400	200	200	200	200	130	130
Guam	525	525	470	470	470	470	400	400
No Mariana Islands	300	300	300	300	300	300	124	124
Puerto Rico <sup>33</sup>	217	217	217	217	219	219	58	58
Virgin Islands	300	300	300	300	300	300	150	150

Source: CCDF Policies Database October 1, 2011 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> The rates represent the maximum reimbursement rate for licensed child care providers. For states that have tiered reimbursement systems, the base rates reflect the base licensed rates and the highest rates reflect the highest tiered or accredited rates available. For states that do not have tiered reimbursement systems, the base and highest rates are identical. For states that do not specify reimbursement rates for licensed providers, the rates for registered or certified providers are used. Rates for the largest, most populous area are provided for states in which rates vary at a sub-state level. Numbers are rounded to the nearest dollar amount. Maximum rates may be higher for special needs children or for care during non-traditional hours. For the purposes of calculating the monthly rate, the following assumptions were made. The child receives full-time care in a group child care home. The child is in care for 8 hours per day, 5 days per week. For children receiving before-and-after care, the child is in care for 4 hours per day. Unless noted, when hourly, daily, or weekly rates were provided, the monthly rates were calculated using 8 hours per day, 5 days per week, and 4.333 weeks per month. When a before-and-after care or part-time school-age rate was not available, the before-and-after care rate was calculated using half of the full-time school-age rate. Some but not all states have different rates for a category of providers termed "group child care homes." These are similar to family child care homes but may serve more children or differ in some other way. When a state does not make this distinction, the state is coded as NA.

<sup>3</sup> Group day care home rates for the Birmingham Region.

<sup>4</sup> Group child care home rates for Anchorage.

<sup>5</sup> Base rates are certified group child care home rates for District 1. Highest rates are accredited group child care home rates for District 1.

<sup>6</sup> State, county, or territory does not have rates for group child care homes.

<sup>7</sup> Base rates are licensed group child care home rates for the Southwest Region. Highest rates are licensed accredited group child care home rates for the Southwest Region. Rates were calculated using a multiplier of 4.3 to convert weekly rates to monthly rates.

<sup>8</sup> Licensed group child care home rates for New Castle.

<sup>9</sup> Base rates are licensed group child care home rates for the Miami-Dade Coalition. Highest rates are Gold Seal group child care home rates for the Miami-Dade Coalition.

<sup>10</sup> Group child care home rates for Zone 1.

<sup>11</sup> Licensed group child care home rates.

<sup>12</sup> Group child care home rates for Region 4.

<sup>13</sup> Licensed group child care home rates for Group 1A. The state sets a number of days each month that families may be eligible for care. The daily rate is then multiplied by the number of eligible days in the month. The rate may vary each month, depending on the number of eligible days.

<sup>14</sup> Child Development Home category C rates.

<sup>15</sup> Licensed group child care home rates for Sedgwick County.

<sup>16</sup> Base rates are tier 2 group child care home rates. Highest rates are tier 1 group child care home rates.

<sup>17</sup> Base rates are licensed group home rates for St. Louis County. Highest rates are licensed accredited group home rates for St. Louis County. Rates are calculated using a multiplier of 22 days per month.

<sup>18</sup> Group child care home rates for the Billings Region.

<sup>19</sup> Base rates are licensed group child care home rates for Lancaster, Dakota, Douglas, and Sarpy Counties. Highest rates are accredited child care home rates for the entire state.

<sup>20</sup> Licensed group child care home rates for Clark County.

<sup>21</sup> Base rates are licensed group child care rates for Metro Areas. Highest rates are licensed 5-Star group child care rates for Metro Areas. Before-and-after school care rates are paid at the full-time rate for licensed child care provided for 20 hours or more per week.

<sup>22</sup> Group family day care rates for Group 5 counties: New York, Bronx, Kings, Queens, and Richmond.

<sup>23</sup> Licensed Type A Home rates for Cuyahoga.

- <sup>24</sup> Base rates are one star child care home rates for Enhanced Areas. Highest rates are three star child care home rates for Enhanced Areas.
- <sup>25</sup> Base rates are reimbursement rates for group child care homes with no additional rating for Philadelphia. Highest rates are star 4 group child care home rates for Philadelphia.
- <sup>26</sup> Group child care home rates are the same as the rates for certified family child care homes.
- <sup>27</sup> Base rates are level C licensed group child care home rates for urban counties. Highest rates are level BB high scoring enhanced group child care home rates for urban counties. The highest reimbursement rates include a quality incentive bonus of an additional 20 dollars for full-time care and 10 dollars for part-time care. Providers who do not receive the quality incentive bonus are reimbursed at 10 to 20 dollars less per week.
- <sup>28</sup> Licensed group family child care rates for Minnehaha County.
- <sup>29</sup> Base rates are reimbursement rates for group child care homes with no additional rating for the Top Tier counties. Highest rates are three star group child care home rates for the Top Tier counties. Rates were calculated using a multiplier of 4.3 to convert weekly rates to monthly rates.
- <sup>30</sup> Base rates are licensed group day home rates for the Gulf Coast Region. Highest rates are Gulf Coast Region rates for licensed group day homes with Texas Rising Star Certification.
- <sup>31</sup> Base rates are tier 1 family child care facility rates. Highest rates are tier 3 family child care facility rates.
- <sup>32</sup> Licensed group child care home rates. The state sets a maximum reimbursement rate for all children at 675 dollars. With a quality capacity payment added to the infant rate, the calculated rate exceeded 675 dollars, and so the lower number was used.
- <sup>33</sup> Registered Group Home rates.

**Table 37. Maximum Reimbursement Rates for In-Home Child Care (Monthly Dollar Amounts), 2011 <sup>2</sup>**

State	Full-Time Care						Before-and-After Care	
	Infant (11 months)		Toddler (35 months)		Preschool (59 months)		School-Age (84 months)	
	Base Rate	Highest Rate	Base Rate	Highest Rate	Base Rate	Highest Rate	Base Rate	Highest Rate
Alabama	152	152	152	152	152	152	76	76
Alaska <sup>3</sup>	518	518	492	492	440	440	258	258
Arizona <sup>4</sup>	227	477	227	477	227	429	130	286
Arkansas	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>
California <sup>5</sup>	452	452	410	410	410	410	175	175
Colorado <sup>6</sup>	213	260	193	237	193	237	106	130
Connecticut <sup>7</sup>	383	383	383	383	383	383	228	228
Delaware <sup>8</sup>	498	498	448	448	448	448	217	217
DC	214	214	188	188	188	188	98	98
Florida <sup>9</sup>	217	217	182	182	191	191	130	130
Georgia <sup>10</sup>	390	390	368	368	325	325	217	217
Hawaii <sup>11</sup>	400	400	350	350	350	350	60	60
Idaho <sup>12</sup>	489	489	460	460	460	460	151	151
Illinois <sup>13</sup>	308	308	308	308	308	308	154	154
Indiana <sup>14</sup>	1257	1257	1257	1257	1257	1257	628	628
Iowa <sup>15</sup>	1571	1571	1571	1571	1571	1571	785	785
Kansas	298	298	298	298	298	298	149	149
Kentucky <sup>16</sup>	282	282	282	282	260	260	130	130
Louisiana <sup>17</sup>	341	341	341	341	319	319	160	160
Maine <sup>18</sup>	455	455	455	455	425	425	197	197
Maryland <sup>19</sup>	292	292	232	232	232	232	154	154
Massachusetts	325	325	325	325	325	325	173	173
Michigan <sup>20</sup>	321	381	277	321	277	321	139	160
Minnesota <sup>21</sup>	463	532	404	464	404	464	187	215
Mississippi <sup>22</sup>	196	272	187	259	179	245	89	125
Missouri <sup>23</sup>	330	330	286	286	286	286	176	176
Montana <sup>24</sup>	440	440	407	407	407	407	329	329
Nebraska <sup>25</sup>	1257	1257	1257	1257	1257	1257	628	628
Nevada <sup>26</sup>	498	498	433	433	412	412	325	325

**Table 37. Maximum Reimbursement Rates for In-Home Child Care (Monthly Dollar Amounts), 2011 <sup>2</sup>**

State	Full-Time Care						Before-and-After Care	
	Infant (11 months)		Toddler (35 months)		Preschool (59 months)		School-Age (84 months)	
	Base Rate	Highest Rate	Base Rate	Highest Rate	Base Rate	Highest Rate	Base Rate	Highest Rate
New Hampshire <sup>27</sup>	466	466	455	455	444	444	182	182
New Jersey <sup>28</sup>	394	394	307	307	307	307	154	154
New Mexico <sup>29</sup>	268	268	253	253	232	232	174	174
New York <sup>30</sup>	451	485	425	455	425	455	282	303
North Carolina <sup>31</sup>	223	223	212	212	202	202	152	152
North Dakota <sup>32</sup>	300	370	280	340	272	332	135	166
Ohio <sup>33</sup>	1387	1387	1387	1387	1387	1387	693	693
Oklahoma	283	283	239	239	239	239	117	117
Oregon <sup>34</sup>	493	560	466	530	440	500	227	371
Pennsylvania <sup>35</sup>	1257	1257	1257	1257	1257	1257	628	628
Rhode Island <sup>36</sup>	321	321	321	321	217	217	104	104
South Carolina <sup>37</sup>	195	195	195	195	182	182	95	95
South Dakota <sup>38</sup>	260	260	260	260	260	260	130	130
Tennessee <sup>39</sup>	301	301	258	258	258	258	151	151
Texas <sup>40</sup>	329	329	286	286	245	245	143	143
Utah <sup>41</sup>	340	425	304	380	288	360	193	241
Vermont <sup>42</sup>	347	347	347	347	290	290	170	170
Virginia <sup>43</sup>	663	663	628	628	628	628	386	386
Washington <sup>44</sup>	378	378	378	378	378	378	194	194
West Virginia	360	360	320	320	320	320	160	160
Wisconsin <sup>45</sup>	1247	1247	1247	1247	1247	1247	624	624
Wyoming <sup>11</sup>	303	303	303	303	303	303	152	152
American Samoa	400	400	200	200	200	200	130	130
Guam	525	525	470	470	470	470	400	400
No Mariana Islands <sup>46</sup>	NA	NA	NA	NA	NA	NA	NA	NA
Puerto Rico	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>
Virgin Islands	300	300	300	300	300	300	150	150

Source: CCDF Policies Database October 1, 2011 Data

- <sup>1</sup> Information not found in state's manual.
- <sup>2</sup> The rates represent the maximum reimbursement rate for in-home providers. For states that have tiered reimbursement systems, the base rates reflect the base in-home rates and the highest rates reflect the highest tiered or accredited rates available. For states that do not have tiered reimbursement systems, the base and highest rates are identical. Rates for the largest, most populous area are provided for states in which rates vary at a sub-state level. Numbers are rounded to the nearest dollar amount. Maximum rates may be higher for special needs children or for care during non-traditional hours. For the purposes of calculating the monthly rate, the following assumptions were made. The child receives full-time in-home child care. If rates vary for types of in-home care, the rates for care provided in the home of the child were used. The child is in care for 8 hours per day, 5 days per week. For children receiving before-and-after care, the child is in care for 4 hours per day. Unless noted, the monthly rates were calculated using 8 hours per day, 5 days per week, and 4.333 weeks per month. When a before-and-after care or part-time school-age rate was not available, the before-and-after care rate was calculated using half of the full-time school-age rate.
- <sup>3</sup> Unlicensed in-home child care rates for Anchorage.
- <sup>4</sup> Base rates are in-home rates for non-certified relative providers. Highest rates are accredited in-home child care rates for District 1.
- <sup>5</sup> In-home rates for Los Angeles.
- <sup>6</sup> Base rates are exempt family child care home rates for providers with no additional rating for Denver. Highest rates are exempt family child care home rates for tier 1 providers for Denver.
- <sup>7</sup> Unlicensed in-home child care rates. Rates were calculated using a multiplier of 4.3 to convert weekly rates to monthly rates.
- <sup>8</sup> In-home child care rates for New Castle.
- <sup>9</sup> Rates for informal providers for the Miami-Dade Coalition.
- <sup>10</sup> In-home child care rates for Zone 1.
- <sup>11</sup> License-exempt in-home child care rates.
- <sup>12</sup> In-home child care rates for Region 4.
- <sup>13</sup> License-exempt in-home child care rates. The state sets a number of days each month that families may be eligible for care. The daily rate is then multiplied by the number of eligible days in the month. The rate will vary each month, depending on the number of eligible days.
- <sup>14</sup> In-home child care rates for Marion. The rate reflects the federal minimum wage and is divided by the number of children in care. Nanny care is approved for a minimum of 3 children.
- <sup>15</sup> The in-home rate is not per child; it is the maximum amount paid for all children in the family receiving in-home care. In-home care is paid at the minimum wage amount.
- <sup>16</sup> Registered in-home child care rates for Central Region Urban Counties.
- <sup>17</sup> This state authorizes a maximum of 22 days per month. The multiplier for converting maximum daily rates to maximum monthly rates is 22.
- <sup>18</sup> Unlicensed in-home child care rates for Cumberland County.
- <sup>19</sup> In-home provider rates for Baltimore City.
- <sup>20</sup> Base rates are in-home child care rates for day care aides. Highest rates are tier 2 in-home child care rates.
- <sup>21</sup> Base rates are unaccredited in-home child care rates for Hennepin County. Highest rates are accredited in-home child care rates for Hennepin County.
- <sup>22</sup> Base rates are tier 3 in-home child care rates. Highest rates are tier 1 in-home child care rates.
- <sup>23</sup> Registered family home rates for St. Louis County. Rates calculated using a multiplier of 22 days per month.
- <sup>24</sup> In-home child care rates for the Billings Region.
- <sup>25</sup> In-home providers must be paid at least the federal minimum wage. The minimum wage rate is generally provided for the first three children in care. The provider may be reimbursed at a different rate for any additional children in care. As a guide, the caseworker may use the hourly rate for a license-exempt family child care home.
- <sup>26</sup> Unlicensed child care rates for Clark County.
- <sup>27</sup> Rates for license-exempt child care providers.
- <sup>28</sup> In-home child care rates for informal or relative care.

- <sup>29</sup> Registered in-home child care rates for Metro Areas. The before-and-after care rate is 75 percent of the full-time rate for care provided for 20 hours per week.
- <sup>30</sup> Base rates are legally-exempt in-home child care rates for Group 5 counties: New York, Bronx, Kings, Queens, and Richmond. Highest rates are legally-exempt, enhanced in-home child care rates for Group 5 counties.
- <sup>31</sup> Relative provider reimbursement rates for Mecklenburg County. The before-and-after school rate is calculated at 75 percent of the full-time rate.
- <sup>32</sup> Base rates are approved relative in-home child care rates. Highest rates are registered in-home child care rates.
- <sup>33</sup> In-home child care aide rates for Cuyahoga.
- <sup>34</sup> Base rates are standard in-home child care rates for Group Area A. Highest rates are registered in-home child care rates for Group Area A. The state uses a multiplier of 4.3 to convert weekly rates to monthly rates.
- <sup>35</sup> In-home child care rates for Philadelphia. The parent is required to pay the provider minimum wage.
- <sup>36</sup> Non-certified in-home child care rates.
- <sup>37</sup> In-home child care rates for urban counties.
- <sup>38</sup> Unregulated child care rates.
- <sup>39</sup> Unregulated child care rates for the top tier counties. Care provided in the child's home is not allowed unless the provider also lives in the home and proof is submitted that the home belongs to the provider. Rates were calculated using a multiplier of 4.3 to convert weekly rates to monthly rates.
- <sup>40</sup> Unregulated relative care provider rates for the Gulf Coast Region.
- <sup>41</sup> Base rates are license-exempt in-home child care rates for relative or neighbor providers. Highest rates are in-home child care rates for certified providers with residential certificates.
- <sup>42</sup> Legally-exempt provider rates.
- <sup>43</sup> In-home child care rates for Fairfax.
- <sup>44</sup> Rates for in-home providers are calculated using a multiplier of 4.3 weeks per month. Part-time rates for in-home providers are calculated using a multiplier of 20.5 hours per week.
- <sup>45</sup> Certified in-home child care rates. When in-home care is provided for 15 or more hours per week, the minimum wage must be paid, regardless of the number of children in care. This state uses a multiplier of 4.3 to convert weekly rates to monthly rates.
- <sup>46</sup> State, county, or territory does not have rates for in-home child care.

**Table 38. Unregulated Provider Background Check Requirements, 2011**

State	If There is a Criminal History Background Check Requirement	Level of Background Check Required	If a Child Protective Services Background Check is Required	If an Adult Protective Services Background Check is Required
Alabama	Yes, for provider and others	State, FBI	Yes, for provider and others	No
Alaska	Yes, for provider and others	Sex offender registry	--- <sup>1</sup>	--- <sup>1</sup>
Arizona	Yes, for the provider only	State, FBI	Yes, for the provider only	No
Arkansas	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	No
California	Yes, for the provider only <sup>2</sup>	State, FBI, sex offender registry	Yes, for the provider only	No
Colorado	Yes, for provider and others	State, FBI <sup>3</sup>	Yes, for provider and others	No
Connecticut	Yes, for the provider only	State, FBI	Yes, for the provider only	No
Delaware	Yes, for provider and others	State, FBI, sex offender registry	Yes, for provider and others	No
DC	Yes, for provider and others	State, FBI	No	No
Florida	Yes, for provider and others	State, FBI <sup>4</sup>	Yes, for provider and others	Yes, for provider and others
Georgia	Yes, for the provider only <sup>5</sup>	State	Yes, for the provider only	No
Hawaii	Yes, for provider and others	State, FBI <sup>6</sup>	Yes, for provider and others	No
Idaho	Yes, for provider and others	State, FBI, sex offender registry	Yes, for provider and others	Yes, for provider and others
Illinois	Yes, for provider and others	State, FBI, sex offender registry	Yes, for provider and others	No
Indiana	Yes, for provider and others	State	Yes, for provider and others	No
Iowa	Yes, for provider and others	State, sex offender registry	Yes, for provider and others	Yes, for provider and others
Kansas	Yes, for provider and others <sup>7</sup>	State	Yes, for provider and others	No
Kentucky	Yes, for provider and others	State	Yes, for provider and others	No
Louisiana	Yes, for provider and others	State	No	No
Maine	Yes, for provider and others	State	Yes, for provider and others	--- <sup>1</sup>
Maryland	No	NA	Yes, for provider and others	No
Massachusetts	Yes, for the provider only <sup>8</sup>	State	Yes, for the provider only <sup>8</sup>	No
Michigan	Yes, for provider and others	State, sex offender registry	Yes, for provider and others	No
Minnesota	Yes, for provider and others	State	Yes, for provider and others	Yes, for provider and others

**Table 38. Unregulated Provider Background Check Requirements, 2011**

State	If There is a Criminal History Background Check Requirement	Level of Background Check Required	If a Child Protective Services Background Check is Required	If an Adult Protective Services Background Check is Required
Mississippi	No <sup>9</sup>	NA	Yes, for provider and others	No
Missouri	Yes, for provider and others	State	Yes, for provider and others	No
Montana	Yes, for provider and others	State <sup>10</sup>	Yes, for provider and others	Yes, for provider and others
Nebraska	Yes, for provider and others <sup>11</sup>	State, sex offender registry	Yes, for provider and others <sup>11</sup>	Yes, for provider and others <sup>11</sup>
Nevada	No	NA	No	No
New Hampshire	Yes, for provider and others	State, FBI	Yes, for provider and others	No
New Jersey	No	NA	Yes, for provider and others	No
New Mexico	Yes, for provider and others	State, FBI	Yes, for provider and others	No
New York	Yes, for provider and others	Sex offender registry <sup>12</sup>	Yes, for the provider only	No
North Carolina	Yes, for provider and others	Local, State, FBI <sup>13</sup>	Yes, for provider and others <sup>14</sup>	Yes, for provider and others <sup>14</sup>
North Dakota	Yes, for provider and others	State, sex offender registry	No	No
Ohio	No	NA	No	No
Oklahoma	Yes, for the provider only	State, sex offender registry	Yes, for the provider only	No
Oregon	Yes, for provider and others	State, FBI, sex offender registry <sup>15</sup>	Yes, for provider and others	No
Pennsylvania	Yes, for the provider only	State, FBI	Yes, for the provider only	No
Rhode Island	Yes, for provider and others	--- <sup>1</sup>	--- <sup>1</sup>	No
South Carolina	No	NA	No	No
South Dakota	No	NA	Yes, for the provider only	No
Tennessee	No <sup>16</sup>	NA	No	No
Texas	Yes, for provider and others	State, sex offender registry	Yes, for provider and others <sup>17</sup>	No
Utah	Yes, for provider and others	FBI <sup>18</sup>	Yes, for provider and others	No
Vermont	--- <sup>1, 19</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>
Virginia	Yes, for provider and others	State, sex offender registry	Yes, for provider and others	No
Washington	Yes, for provider and others	Local, State	No <sup>20</sup>	No <sup>20</sup>
West Virginia	Yes, for provider and others	State	Yes, for provider and others	Yes, for provider and others
Wisconsin	No	NA	No	No
Wyoming	Yes, for provider and others	State	Yes, for provider and others	Yes, for provider and others

State	If There is a Criminal History Background Check Requirement	Level of Background Check Required	If a Child Protective Services Background Check is Required	If an Adult Protective Services Background Check is Required
American Samoa	Yes, for provider and others	--- <sup>1</sup>	Yes, for provider and others	No
Guam	Yes, for provider and others	--- <sup>1</sup>	Yes, for provider and others	--- <sup>1</sup>
No Mariana Islands	Yes, for the provider only	State, sex offender registry	Yes, for the provider only	No
Puerto Rico	Yes, for the provider only	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>
Virgin Islands	Yes, for provider and others	State, FBI	No	No

Source: CCDF Policies Database October 1, 2011 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> Unregulated providers must have a TrustLine check, with the exception of grandparents, aunts, uncles, and siblings.

<sup>3</sup> FBI background checks are conducted for unlicensed providers and only when the adult has been living in the state for less than two years.

<sup>4</sup> The state-level background check includes local criminal history information.

<sup>5</sup> A background check is required for all providers except those providing short term child care for up to six weeks.

<sup>6</sup> Relative providers are exempt from the fingerprint requirements.

<sup>7</sup> A provider whose name appears in the child abuse and neglect registry or the state's adult supervised population repository is not eligible for CCDF payments.

<sup>8</sup> Background checks, including criminal history and child welfare checks, are only conducted on non-relative in-home providers. If the in-home provider is a relative of the child, no background check is required.

<sup>9</sup> Providers must sign a form certifying that they have not been convicted of a felony or had their name placed on the child abuse or sex offender registry.

<sup>10</sup> A comprehensive background check includes checking for sexual abuse of a child or other person. If the applicant or household members have lived outside of Montana at any time in their lives since turning 18, they must obtain an out of state criminal history records check. An FBI fingerprint background check covers all 50 states and territories and qualifies as a comprehensive background check; however, other comprehensive background check options are available.

<sup>11</sup> Background checks are required for license-exempt providers. In-home providers, upon request, must provide written permission for a background check. Background checks include checking a register for child abuse and neglect and adult protective services.

<sup>12</sup> Legally-exempt providers must give a sworn statement about whether they have been convicted of a misdemeanor or felony. Some counties conduct a local criminal background check for legally-exempt providers, their employees, volunteers, and in some cases household members age 18 and older.

<sup>13</sup> The background check includes a fingerprint check through the state. Persons who have lived in the state less than five years are subject to an FBI check.

<sup>14</sup> The requirement for background checks applies to non-licensed home providers.

<sup>15</sup> Criminal history background checks are conducted using a state law enforcement data system, which includes sex offender registry information. In addition to a criminal history check through the state law enforcement data system, the agency may also request a national criminal history check if information indicates there may be an out-of-state criminal history.

<sup>16</sup> The department does not routinely perform a background check on unregulated providers, though local agencies may elect to do so.

<sup>17</sup> Child protective services requires a background check for any person required to have a name-based background check that has lived outside of Texas within the past five years or any person with a criminal history in another state.

<sup>18</sup> An FBI fingerprint check is required if a provider or household member has resided in the state less than five years or in a questionable situation.

<sup>19</sup> The provider is required to inform the department if any employees or household members are convicted of fraud, felony, a crime of violence, or have a report of abuse or neglect substantiated against them.

<sup>20</sup> Child protective services and/or adult protective services information may be reviewed as part of the background check.

**Table 39. Unregulated Provider Training Requirements, 2011**

State	If CPR Training is Required	If First Aid Training is Required
Alabama	No	No
Alaska	Yes, for the provider	Yes, for the provider
Arizona	No	No
Arkansas	--- <sup>1</sup>	--- <sup>1</sup>
California	No	No
Colorado	No	No
Connecticut	No	No
Delaware	Yes, for the provider	Yes, for the provider
DC	No	No
Florida	Yes, for the provider	Yes, for the provider
Georgia	Yes, for the provider	No
Hawaii	Yes, for at least one person on site	Yes, for at least one person on site
Idaho	Yes, for at least one person on site	Yes, for at least one person on site
Illinois	No	No
Indiana	Yes, for the provider	Yes, for the provider
Iowa	Yes, for the provider	Yes, for the provider
Kansas	No	No
Kentucky	No	Yes, for the provider
Louisiana	Yes, for the provider	Yes, for the provider
Maine	No	No
Maryland	No	No
Massachusetts	No <sup>2</sup>	No <sup>2</sup>
Michigan	Yes, for the provider	Yes, for the provider
Minnesota	No	No
Mississippi	No	No
Missouri	No	No
Montana	No	No
Nebraska	No	No
Nevada	No	No
New Hampshire	No	No
New Jersey	No	No
New Mexico	No	Yes, for the provider
New York	No	No
North Carolina	No	Yes, for the provider
North Dakota	No	No
Ohio	No	No
Oklahoma	No <sup>3</sup>	No <sup>3</sup>
Oregon	No <sup>4</sup>	No <sup>4</sup>
Pennsylvania	No	No
Rhode Island	No	No
South Carolina	No	No
South Dakota	No	No
Tennessee	No	No
Texas	No	No
Utah	No	No
Vermont	No	No
Virginia	Yes, for at least one person on site	Yes, for at least one person on site
Washington	No	No
West Virginia	Yes, for at least one person on site <sup>5</sup>	Yes, for at least one person on site <sup>5</sup>
Wisconsin	No	No

**Table 39. Unregulated Provider Training Requirements, 2011**

State	If CPR Training is Required	If First Aid Training is Required
Wyoming	Yes, for the provider	Yes, for the provider
American Samoa	Yes, for at least one person on site	Yes, for at least one person on site
Guam	--- <sup>1</sup>	Yes, for the provider
No Mariana Islands	Yes, for the provider	Yes, for the provider
Puerto Rico	Yes, for the provider	Yes, for the provider
Virgin Islands	Yes, for the provider <sup>6</sup>	Yes, for the provider <sup>6</sup>

Source: CCDF Policies Database October 1, 2011 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> Non-relative in-home providers must complete an orientation that includes First Aid and CPR training.

<sup>3</sup> There is no requirement unless the child in care has special needs.

<sup>4</sup> Providers who are registered-exempt or certified-exempt are not required to be First Aid or CPR certified; however, First Aid and CPR certification are required if they want to qualify for the enhanced rate. Registered and certified providers must have First Aid and CPR certifications.

<sup>5</sup> Requirements apply to unlicensed school-age child care providers. At least one person on duty must be certified in First Aid that includes rescue breathing and choke saving.

<sup>6</sup> All staff working with children in care must have CPR and first aid training.

**Table 40. Provider Policies: Who May Provide Care, 2011 <sup>2</sup>**

State	Minimum Provider Age	If a Relative Living in the Home and Part of the Unit can Provide Care	If a Relative Living in the Home and Not Part of the Unit can Provide Care	If a Relative Living Outside of the Home can Provide Care	If a Non-Relative Living in the Home and Part of the Unit can Provide Care	If a Non-Relative Living in the Home and Not Part of the Unit can Provide Care
Alabama	19	No	No	Yes	No	No
Alaska	18	No	Yes	Yes	NA <sup>3</sup>	Yes
Arizona	18	No	Yes <sup>4</sup>	Yes	No	Yes
Arkansas	18	No	No	Yes	No	No
California	18	No	Yes	Yes	No	Yes
Colorado	18	Yes	Yes	Yes	Yes	Yes
Connecticut	18	No	Yes <sup>5</sup>	Yes	No	Yes
Delaware	--- <sup>1</sup>	NA <sup>10</sup>	Yes	Yes	NA <sup>10</sup>	Yes
DC	18	No	Yes	Yes	No	Yes
Florida	18 <sup>6</sup>	Yes	Yes	Yes	Yes	Yes
Georgia	21 <sup>7</sup>	No	Yes	Yes	Yes	Yes
Hawaii	18	No	Yes	Yes	No	Yes
Idaho	18	No	No	Yes	No	No
Illinois	18	No	Yes	Yes	No	Yes
Indiana	18	NA <sup>8</sup>	Yes	Yes	NA <sup>8</sup>	No
Iowa	18	NA <sup>8</sup>	Yes	Yes	NA <sup>8</sup>	Yes
Kansas	18	No	No	Yes	No	No
Kentucky	18	No	No	Yes	No	No
Louisiana	18	No	No	Yes <sup>9</sup>	No	No
Maine	18	NA <sup>10</sup>	No	Yes	NA <sup>10</sup>	No
Maryland	18	No	Yes	Yes	No	Yes
Massachusetts	18	No	Yes	Yes	No	No
Michigan	18	No	Yes	Yes	No	Yes
Minnesota	18	No	Yes	Yes	No	Yes
Mississippi	18	No	No	Yes	No	No
Missouri	18	No	Yes <sup>4</sup>	Yes	No	Yes
Montana	18	No	Yes	Yes	No	Yes
Nebraska	19 <sup>11</sup>	No <sup>12</sup>	No <sup>12</sup>	Yes	NA <sup>3</sup>	No <sup>12</sup>
Nevada	18	No	No	Yes	No	No
New Hampshire	16	No	No	Yes	No	No
New Jersey	18	Yes <sup>13</sup>	Yes	Yes	Yes	Yes

**Table 40. Provider Policies: Who May Provide Care, 2011**<sup>2</sup>

State	Minimum Provider Age	If a Relative Living in the Home and Part of the Unit can Provide Care	If a Relative Living in the Home and Not Part of the Unit can Provide Care	If a Relative Living Outside of the Home can Provide Care	If a Non-Relative Living in the Home and Part of the Unit can Provide Care	If a Non-Relative Living in the Home and Not Part of the Unit can Provide Care
New Mexico	18	No	Yes	Yes	No	Yes
New York	18 <sup>14</sup>	No <sup>15</sup>	Yes	Yes	NA <sup>3</sup>	Yes
North Carolina	18	NA <sup>10</sup>	Yes	Yes	NA <sup>10</sup>	Yes
North Dakota	18	Yes <sup>16</sup>	Yes <sup>16</sup>	Yes	Yes	Yes
Ohio	18	No	No	Yes	No	No
Oklahoma	18	No	No	Yes	No	No
Oregon	18	No	Yes	Yes	No	Yes
Pennsylvania	18	No	No	Yes	No	No
Rhode Island	21	No	No	Yes	No	No
South Carolina	21	No	No	Yes	NA <sup>3</sup>	No
South Dakota	18	NA <sup>10</sup>	Yes	Yes	NA <sup>10</sup>	No
Tennessee	18 <sup>17</sup>	No	No	Yes	No	No
Texas	18	Yes <sup>18, 19</sup>	Yes <sup>18, 19</sup>	Yes	No	No
Utah	18	No <sup>20</sup>	No <sup>20</sup>	Yes	No <sup>20</sup>	No <sup>20</sup>
Vermont	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>
Virginia	18	No	Yes	Yes	No	Yes
Washington	18	No	Yes	Yes	No	Yes
West Virginia	18	No	Yes	Yes	Yes	Yes
Wisconsin	18	No <sup>21</sup>	No <sup>21</sup>	Yes	No <sup>21</sup>	No <sup>21</sup>
Wyoming	18	No	Yes	Yes	NA <sup>3</sup>	Yes
American Samoa	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>
Guam	18	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>
No Mariana Islands	18	No	No	Yes	No	Yes
Puerto Rico	18	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>
Virgin Islands	18	Yes	Yes	Yes	Yes	Yes

Source: CCDF Policies Database October 1, 2011 Data

<sup>1</sup> Information not found in state's manual.<sup>2</sup> The unit refers to the group of people included in the family size for purposes of determining eligibility and copayments.<sup>3</sup> Adult, non-relatives living in the home are never considered part of the assistance unit.

- <sup>4</sup> Relatives living in the home and not part of the assistance unit may provide care, with the exception of siblings, who must reside outside of the home in order to provide care.
- <sup>5</sup> An adult living in the same household, regardless of his or her relationship to the child, cannot be authorized to provide care between 11:00 pm and 7:00 am, unless the child is under three years old or has special needs.
- <sup>6</sup> The operator of a child care facility must be 21 years of age or older. A child care facility can not employ a person under the age of 16 unless the person is under direct supervision and is not counted when computing the staff to child ratio.
- <sup>7</sup> This age minimum applies to informal providers only.
- <sup>8</sup> Relatives and nonrelatives who are over age 18 are never considered part of the unit.
- <sup>9</sup> A relative is not authorized to care for a child if it is a TANF case.
- <sup>10</sup> Adult, non-parent relatives and non-relatives are never included in the assistance unit
- <sup>11</sup> Generally providers must be 19 years of age. Providers age 16, 17, or 18 may provide care if it will not cause them to be absent from a school or training program, they will not be absent from regular employment without employer permission, they are acceptable to the client, and they are supervised by a parent or guardian.
- <sup>12</sup> Individuals living in the home can only provide care if the child has special needs.
- <sup>13</sup> Siblings must be over 18 years of age and live outside the home in order to provide care.
- <sup>14</sup> The provider must be 18 years of age or meet the state requirements for employment of minors. Providers must be at least 14 years of age to comply with labor laws.
- <sup>15</sup> Siblings are allowed to provide subsidized care. All other members of the unit are not eligible to provide subsidized care.
- <sup>16</sup> A sibling who is living in the home and is 18 or older can provide care only if the sibling is a licensed, registered, or self-certified provider. The sibling cannot provide care under the approved relative status.
- <sup>17</sup> Unregulated providers must be at least 21 years of age.
- <sup>18</sup> Relatives living in the home may only provide care if the eligible child is the child of a teen parent, an infant, a child with disabilities, or if the department determines that other arrangements are not reasonably available.
- <sup>19</sup> Siblings of the eligible child that are over 18 may only provide care if they are not living in the household.
- <sup>20</sup> Exceptions for who may provide care may be granted when no other eligible provider is available, to accommodate children with special needs, and under unusual or extraordinary circumstances approved by the department or state program specialist.
- <sup>21</sup> A person living in the home cannot be authorized to provide care unless the county determines it is necessary due to a special health condition of the child.

## APPENDIX A

### CONTENT OF THE CCDF POLICIES DATABASE

<b>Variable Category/Subcategory</b>	<b>Description of variables</b>
<b>Basic Criteria for Eligibility*</b>	
<i>Children's Age Eligibility Requirements</i>	The age requirements for different groups of children under CCDF, including special needs children, foster children, and children under protective services.
<i>Parent/Guardian Activities that Confer Eligibility</i>	The range of activities that confer eligibility under CCDF. Activities include employment, school, training, job search, housing search, and more. Time limits for job search activities and school and work hour requirements for students are also captured.
<i>Other Eligibility Criteria</i>	Special requirements for parents, including elderly exemptions and special needs exemptions.
<i>Groups Qualifying with Different Eligibility Criteria</i>	Eligibility requirements for different groups, including TANF recipients, families transitioning off of TANF, SNAP E&T participants, CPS cases, foster care cases, and homeless families. Time limits for homeless families and children under protective services are also included.
<i>Ineligibility</i>	Whether families sanctioned in TANF or SNAP are ineligible for CCDF. The variables also capture how the States/Territories handle cases of applicant fraud.
<b>Definition of Family*</b>	
<i>Definition of Family</i>	How the family unit is defined, including the age when members are included in the unit, which family members are included based on their relationship to the recipient, when siblings are included in the unit, and treatment of adult relatives and non-relatives, step-parents, partners of the parent, relative caretakers, and multi-family households.
<b>Income Definition*</b>	
<i>Treatment of Various Types of Income</i>	How different types of income are treated for eligibility and copayment purposes. Types of income include TANF, SSI/SDI, self-employment, child support, SNAP benefits, foster care payments, housing assistance, lump sum income, gifts, and more.
<i>Treatment of Various Members of the Unit</i>	Whether income is counted for different members of the family unit, including children, teen parents, step-parents, non-parent adults, and parents temporarily living outside of the home.
<i>Disregards</i>	The value of earned income disregards, the amount of the disregards, limitations on the application of the disregards, and whether child support paid by a household member (for a child not living in the home) can be deducted from income.
<b>Eligibility Thresholds*</b>	
<i>Initial Eligibility Thresholds by Family Size</i>	Initial eligibility thresholds a family must pass in order to be eligible for CCDF. Initial thresholds are captured by family size, up to a family size of 10.
<i>Continuing Eligibility Thresholds by Family Size</i>	Continuing eligibility thresholds a family must pass in order to remain eligible for CCDF. Continuing eligibility thresholds are captured by family size, up to a family size of 10.

<b>Variable Category/Subcategory</b>	<b>Description of variables</b>
<b>Assets Tests*</b>	
<i>Assets Tests</i>	The types of tests imposed on assets, including the limit on assets that are not counted against eligibility and policies for vehicle exemptions.
<b>Copayment Exemptions*</b>	
<i>Families Categorically Exempt from Copayments</i>	When families may be exempt from copayments. Exemptions for families living below poverty, exemptions for TANF, SSI, and SNAP recipients, and exemptions for children in foster care or child protective services are captured.
<b>Copayment Adjustments*</b>	
<i>Basic Copayment Calculation Method</i>	The methods for establishing the copayment, based on family size and income category, and the time increment associated with the copayment method.
<i>Families with More than One Child Receiving CCDF-Subsidized Care</i>	How copayments are calculated for families with multiple children, including the methods used to calculate the copayments, the amount of the copayments, and whether any families are exempt from additional copayments for subsequent children.
<i>Adjustments for Part-time Care</i>	How copayments are adjusted for part-time care, including a part-time care definition and a before-and-after care definition. The method for calculating the copayments and the amount of the copayments are also captured.
<i>Other Adjustments</i>	Other copayment adjustments for families with children with special needs and adjustments for other groups as defined by the States/Territories. The variables also capture whether there is a statutory minimum copayment and whether income is treated differently for eligibility and copayment purposes.
<b>Copayment Administration*</b>	
<i>Copayment Administration</i>	How copayments are collected, whether families are required to pay all outstanding copayments before they may change providers, whether families are required to pay the difference when providers charge more than the maximum rate, and payment requirements for days when the child is absent from care due to illness, vacation, or provider closings.
<b>Copayment Income Thresholds*</b>	
<i>Income Thresholds</i>	The income cutoffs defining the different copayment income categories for each family size, up to family size 10.
<b>Copayment Amount*</b>	
<i>Copayment Amount (Dollar Amount or Percentage)</i>	The copayment amount (a dollar amount or percentage) for each income category by family size, up to family size 10.
<b>Basic Application Criteria*</b>	
<i>Application Process</i>	Methods for submitting an application, whether the family has the option to apply through the provider rather than the lead agency, exemptions for submitting an application, interview requirements, when coverage can begin after an application is submitted, notification requirements for eligibility, and the type of assistance families are provided when looking for a provider.
<b>Verification*</b>	
<i>Verification Required</i>	Verification required during the application process, including verification of identity, income, child's age, qualifying activity, absence of a parent, immunization, and the special needs of the child or parent.

<b>Variable Category/Subcategory</b>	<b>Description of variables</b>
<i>Child Support Enforcement Requirements</i>	The policies for complying with Child Support Enforcement Requirements, including whether verification is required and exemptions for compliance with Child Support Enforcement Requirements.
<b>Redetermination*</b>	
<i>Redetermination Guidelines</i>	Redetermination practices, including how often redetermination is required, redetermination for interim changes, notification requirements for redetermination, notification requirements for subsidy changes, and exemptions for redetermination.
<i>Documentation Required for Redetermination</i>	If a new application and new documentation are required for the redetermination process and how the information may be submitted to the agency.
<b>Requirements for Reporting Changes*</b>	
<i>Requirements for Reporting Changes</i>	When changes must be reported and what changes must be reported. This includes changes in income, address, marital status, qualifying activities, and child care providers.
<b>Appeals*</b>	
<i>Appeals Procedures</i>	The procedures for appealing decisions made by the lead agency. This includes the method for appeal, the agency where appeals are filed, how many appeals a person can make, and how the hearing is conducted.
<i>Service During Appeal</i>	Whether child care subsidy recipients can continue to receive care during the appeals process, if they will receive retroactive care for an appeal they win, and if they must repay the cost of care if they lose the appeal.
<b>Terms of Authorization*</b>	
<i>Activities Authorized for Child Care Subsidy</i>	The types of activities that may be authorized for additional hours of care, including study hours and other school activities, travel hours, rest hours, maternal/paternal leave, other absences from employment, National Guard Activities, and interim changes in eligibility. The number of hours that may be authorized for the different activities is also captured.
<i>General Maximum Hours of Coverage</i>	The maximum hours of care that can be provided under the child care subsidy.
<i>Maximum Hours of Coverage for Subgroups</i>	The maximum hours of care under the child care subsidy for different groups of recipients, including part-time workers, part-time and full-time students, teen parents, and caretakers over age 65.
<b>Priority Policies*</b>	
<i>Priority Policies</i>	Priority policies when there are more children eligible for child care than can be served. Information includes which groups receive priority, the level of priority they receive, and if there is a time limit on their priority status.
<b>Waiting List Policies*</b>	
<i>Waiting List Policies</i>	Waiting list policies when there are more children eligible for child care than can be served. Information includes whether a waiting list is maintained, when eligibility is determined for placement on the list, policies for reviewing the waiting list, notification of a family's status on the waiting list, and more.

<b>Variable Category/Subcategory</b>	<b>Description of variables</b>
<b>Reimbursement Rate Policies*</b>	
<i>Definitions for Amount of Care</i>	Definitions for different amounts of care and which rate is used when families fall into more than one category for amount of care used. The definitions are used in determining reimbursement rates.
<i>Definitions for Non-School-Age Groups</i>	Definitions for different age groups when determining reimbursement rates.
<b>Reimbursement Rates*</b>	
<i>Reimbursement Rates</i>	Reimbursement rates based on amount of care and age group.
<i>Reimbursement Rates for Before-and-After Care</i>	Reimbursement rates for different amounts of before-and-after care.
<i>Other Reimbursement Rates</i>	Reimbursement rates for special needs care and school closings. Whether the State/Territory uses any other reimbursement rates is also captured.
<b>Unregulated Provider Policies*</b>	
<i>Basic Eligibility</i>	Basic eligibility requirements for unlicensed providers, documentation of child immunizations, orientation requirements, standards for corporal punishment, and other provider information.
<i>Background Checks</i>	Criminal background check requirements, including whether the background check is required at the State/Territory or local level, exemptions, who pays for the background check, and how often background checks are required. Information also includes Child and Adult Protective Services background check requirement.
<i>Training</i>	CPR, First Aid, and other training requirements, including who must complete the training, what exemptions are allowed, and how often the certification must be renewed.
<i>Tuberculosis Prevention Requirements</i>	TB testing requirements for providers and their household members, exemptions from TB testing, and required frequency of testing.
<i>Health and Safety Checklist Requirements</i>	Health and safety checklist requirements, including who must complete the checklist, if the items on the list are required, and how often the list must be recompleted.
<b>Other Provider Policies*</b>	
<i>Provider Requirements for Entering Subsidy Program</i>	Provider eligibility policies, including age requirements, required orientations, interviews, and provider agreements.
<i>On-site Visits</i>	Requirements for on-site visits for both licensed and unlicensed providers.
<i>Documentation</i>	The documentation providers must maintain related to attendance records. Information also includes whether States/Territories use EBT cards.
<i>Overpayments and Fraud</i>	Policies related to provider overpayments and fraud, including repayment of overpayments, appeals, and actions taken as a result of provider fraud.
<i>Provider Payments and Closings</i>	How the provider is paid, collection of copayments, how often the provider can be closed, and whether the provider is paid for days the children are not in care.

<b>Variable Category/Subcategory</b>	<b>Description of variables</b>
<i>Parents and Providers</i>	Whether parents employed by the provider may receive subsidized care, how much notice providers must be given before a child is removed from care, and how often parents may change providers.
<i>Provider Termination</i>	Different reasons a provider may be removed from the child care subsidy program and if providers can be reinstated once removed from the program.
<b>Other Provider Policies: Who Is Authorized to Provide Care*</b>	
<i>Other Provider Policies: Who Is Authorized to Provide Care</i>	Who may provide care for a child, including relatives and non-relatives living in the home and not part of the assistance unit, living in the home and part of the assistance unit, and living outside of the home.
<b>Quality** (From October 2005 through October 2009 CCDF Plans only)</b>	
<i>Activities that Improve Quality and Availability of Care</i>	Whether activities are provided or will be provided, including consumer education, compliance monitoring, salary improvements, and more.
<b>Early Learning Guidelines** (From October 2005 through October 2009 CCDF Plans only)</b>	
<i>Early Learning Guidelines</i>	The status of early learning guidelines, as reported in the CCDF Plans.
<i>Implementation of Early Learning Guidelines</i>	Implementation of early learning guidelines, including dissemination of materials, development of training curricula, partnerships with other agencies, and more.
<b>Professional Development** (From October 2005 through October 2009 CCDF Plans only)</b>	
<i>Professional Development</i>	Status of the States'/Territories' professional development activities. This includes what is included in the States'/Territories' plans for professional development, goals, training, and links to early learning guidelines.
<i>Availability of Professional Development Opportunities</i>	Whether professional development opportunities are available State/Territory-wide and for different types of providers.
<i>Other Professional Development Policies</i>	Whether incentives are offered to encourage training, if States/Territories assess their plans, and if States/Territories assess the effectiveness of the policies.
<b>Administration** (From October 2005 through October 2009 CCDF Plans only)</b>	
<i>Administration</i>	Administrative information, including the name of the lead agency responsible for overseeing the child care subsidy program and the State/Territory website for child care information. Information also includes policies regarding the transfer of federal TANF funds, the use of direct federal TANF funds, whether private or pre-k funds will be used to meet the CCDF matching fund requirement, and strategies for reducing improper payments.
<i>Market Rate Survey</i>	Date of the market rate survey and whether the State/Territory uses the current survey to set reimbursement rates.
<i>Child Care Services</i>	Whether the lead agency uses grants or contracts for child care slots and whether there are any limits on the use of in-home child care.
<b>Program Development** (From October 2005 through October 2009 CCDF Plans only)</b>	
<i>Consultation and Coordination</i>	Plans for the States'/Territories' consultation and coordination with other agencies, including public health officials, TANF officials, Tribal organizations, and public education officials.

\* Information coded primarily from caseworker materials.

\*\* Information coded primarily from CCDF Plan.

## APPENDIX B

### ELIGIBILITY THRESHOLDS AS A PERCENT OF POVERTY GUIDELINES

**Appendix B-Table 1. Initial and Continuing Eligibility Thresholds for a Three-Person Family, As a Percent of the 2011 Federal Poverty Guidelines<sup>1</sup>**

State	Initial Eligibility Threshold <sup>2</sup>	Initial Threshold As Percent of Poverty Guidelines	Continuing Eligibility Threshold <sup>3</sup>	Continuing Threshold As Percent of Poverty Guidelines
Alabama	2007	130%	2316	150%
Alaska	4524	234%	4524	234%
Arizona	2550	165%	2550	165%
Arkansas	2480	161%	2480	161%
California	3518	228%	3518	228%
Colorado	2548	165%	2548	165%
Connecticut	3574	231%	5362	347%
Delaware	3088	200%	3088	200%
DC	3815	247%	4258	276%
Florida	2316	150%	3088	200%
Georgia	2347	152%	2347	152%
Hawaii	3927	221%	3927	221%
Idaho	1932	125%	1932	125%
Illinois	2857	185%	2857	185%
Indiana	1961	127%	2625	170%
Iowa	2240	145%	2240	145%
Kansas	2856	185%	2856	185%
Kentucky	2317	150%	2549	165%
Louisiana	2989	194%	2989	194%
Maine	3860	250%	3860	250%
Maryland	2499	162%	2499	162%
Massachusetts	3502	227%	5953	386%
Michigan	1990	129%	1990	129%
Minnesota	2862	185%	4080	264%
Mississippi	2917	189%	2917	189%
Missouri	1960	127%	2145	139%
Montana	2289	148%	2289	148%
Nebraska	1854	120%	1854	120%
Nevada	3740	242%	3740	242%
New Hampshire	3861	250%	3861	250%
New Jersey	3088	200%	3860	250%
New Mexico	3088	200%	3088	200%
New York	3088	200%	3088	200%
North Carolina	3568	231%	3568	231%
North Dakota	2548	165%	2548	165%

**Appendix B-Table 1. Initial and Continuing Eligibility Thresholds for a Three-Person Family, As a Percent of the 2011 Federal Poverty Guidelines (*continued*)**

State	Initial Eligibility Threshold <sup>2</sup>	Initial Threshold As Percent of Poverty Guidelines	Continuing Eligibility Threshold <sup>3</sup>	Continuing Threshold As Percent of Poverty Guidelines
Ohio	1931	125%	3090	200%
Oklahoma	2925	189%	2925	189%
Oregon	2857	185%	2857	185%
Pennsylvania	3088	200%	3629	235%
Rhode Island	2780	180%	2780	180%
South Carolina	2316	150%	2702	175%
South Dakota	2703	175%	2703	175%
Tennessee	2666	173%	2666	173%
Texas	3088	200%	3898	252%
Utah	2757	179%	3446	223%
Vermont	3050	198%	3050	198%
Virginia	2823	183%	2823	183%
Washington	2702	175%	2702	175%
West Virginia	2316	150%	2857	185%
Wisconsin	2857	185%	3088	200%
Wyoming	3474	225%	3474	225%

Source: Eligibility Thresholds are from the CCDF Policies Database October 1, 2011 Data. Federal Poverty Guidelines are from the Department of Health and Human Services (<http://aspe.hhs.gov/poverty/11poverty.shtml>).

<sup>1</sup> All numbers are rounded to whole numbers. The 2011 Federal Poverty Guidelines for a three-person family are 18,530 dollars annually (1,544.17 dollars monthly) for the 48 contiguous states, 23,160 dollars annually (1,930 dollars monthly) for Alaska, and 21,320 dollars annually (1,776.67 dollars monthly) for Hawaii.

<sup>2</sup> This column represents maximum monthly countable income to initially qualify for CCDF subsidies.

<sup>3</sup> This column represents maximum monthly countable income to continue receiving CCDF subsidies.

## APPENDIX C

### MARKET RATE SURVEY

While other sections of the Book of Tables examine the day-to-day operation of CCDF programs (e.g., determining family eligibility and paying providers), this section examines an aspect of program administration that sets the broader context for the State/Territory programs – the conduct of market rate surveys. Because the policies for completing the market rate survey are not carried out by caseworkers, they are not described in the caseworker manuals used for most of the Database coding. Instead, these policies are described in each State's/Territory's Child Care and Development Fund Plan. Federal guidelines require States/Territories to submit a CCDF Plan every two years (with amendments submitted in the interim) for approval by the Administration for Children and Families.<sup>1</sup> The CCDF Plans also include other information about State/Territory administration of the CCDF program; here we focus on the market rate survey because of the importance of this policy, its close relationship with the other information in this Book, and because the information allows some comparison across States/Territories.<sup>2</sup>

#### Market Rate Survey (Table 1)

Federal guidelines require States/Territories to periodically conduct a market rate survey for use in setting their provider reimbursement rates. A market rate survey obtains information from the child care providers within a geographic area to determine the range of prices that different types of providers charge for child care for children of different ages. Child care pricing information may be obtained through an actual survey (mail or phone), or from Child Care Resource and Referral agencies (CCR&Rs). The market rate survey that a State/Territory uses to show the adequacy of its reimbursement rates must have been conducted no more than two years prior to the effective date of the currently-approved CCDF Plan.<sup>3</sup>

Table 1 provides State/Territory policies, as outlined in the CCDF Plans, for administration of the market rate survey. The table shows the date the last market rate survey was completed, if the State/Territory uses the results of the most current market rate survey to establish the maximum reimbursement rates, and the date of the survey used when the State/Territory does not use the most current survey. Key findings include:

<sup>1</sup> Administration for Children and Families. Child Care and Development Fund Fact Sheet, March 2012 found at <http://www.acf.hhs.gov/programs/occ/resource/child-care-and-development-fund>.

<sup>2</sup> As mentioned earlier, the Plans also provide information that overlaps with what is in the caseworker manual, such as attachments related to copayments. The Database and these tables use the caseworker manuals as the primary source of information for all information except policies regarding the market rate survey.

<sup>3</sup> Administration for Children and Families. Program Instruction (CCDF-ACF-PI-2009-02) found at <http://www.acf.hhs.gov/programs/occ/resource/pi-2009-02>.

- As reported in the CCDF Plan, the dates of the most current market rate survey conducted in the States/Territories range from November 2009 in New Hampshire and Puerto Rico to December 2011 in Iowa.
- Nine States/Territories used their current market rate surveys to establish payment rates, while other States/Territories used prior versions of their market rate surveys or some combination of market rate surveys and other information to set payment rate.

**Table 1. Market Rate Survey (As Reported in CCDF Plans), 2011**

State	Date Most Recent Market Rate Survey Completed <sup>1</sup>	If State Uses Current Market Rate Survey to Set Payment Rates	Year of Market Rate Survey Rates are Based On if Not Using Current Survey
Alabama	July 2011	No	2009
Alaska	May 2011	No	2009
Arizona	June 2010	No	2000
Arkansas	January 2011	No	2008
California	March 2010	No	2005
Colorado	June 2011	No	Other <sup>2</sup>
Connecticut	February 2011	No	2001
Delaware	June 2011	Yes	NA
DC	October 2010	No	2001
Florida	August 2011	Yes	NA
Georgia	August 2011	No	2006
Hawaii	June 2010	No	2007
Idaho	April 2011	No	2001
Illinois	December 2010	No	Other <sup>3</sup>
Indiana	March 2011	No	2007
Iowa	December 2011	No	Other <sup>4</sup>
Kansas	January 2011	No	2000
Kentucky	March 2011	No	2005
Louisiana	September 2011	No	2009
Maine	September 2010	Yes	NA
Maryland	January 2011	No	Other <sup>5</sup>
Massachusetts	April 2011	Yes	NA
Michigan	February 2011	No	Other <sup>6</sup>
Minnesota	April 2010	No	Other <sup>7</sup>
Mississippi	March 2011	No	2007
Missouri	August 2010	No	2006
Montana	June 2011	No	2009
Nebraska	June 2010	No	2009
Nevada	December 2009	No	2004
New Hampshire	November 2009	Yes	NA
New Jersey	April 2011	No	Other <sup>8</sup>
New Mexico	April 2011	No	Other <sup>9</sup>
New York	April 2011	Yes	NA
North Carolina	June 2011	No	2007
North Dakota	February 2011	No	2009 <sup>10</sup>
Ohio	October 2010	No	2008
Oklahoma	September 2010	No	2008
Oregon	December 2010	No	2008
Pennsylvania	March 2010	No	2007
Rhode Island	June 2011	No	Other <sup>11</sup>
South Carolina	April 2011	No	2007
South Dakota	March 2011	No	2009
Tennessee	July 2010	No	2007
Texas	February 2011	No	Other <sup>12</sup>
Utah	June 2011	No	2006
Vermont	October 2010	No	2008
Virginia	May 2010	No	2004 <sup>13</sup>

State	Date Most Recent Market Rate Survey Completed <sup>1</sup>	If State Uses Current Market Rate Survey to Set Payment Rates	Year of Market Rate Survey Rates are Based On if Not Using Current Survey
Washington	January 2011	No	2002
West Virginia	May 2011	No	2008
Wisconsin	September 2011	No	2005
Wyoming	October 2010	No	2007
American Samoa	June 2011	No	Other <sup>14</sup>
Guam	April 2011	Yes	NA
No Mariana Islands	April 2011	Yes	NA
Puerto Rico	November 2009	Yes	NA
Virgin Islands	June 2011	No	2009

Source: Child Care and Development Fund (CCDF) Plans submitted to the Administration for Children and Families for FFY 2012-2013.

<sup>1</sup> The date the market rate survey was completed may not reflect the date the data were collected.

<sup>2</sup> The state used the current market rate survey for June 2011 to set state recommended guidelines for use by counties. Payment rates are set at the county level.

<sup>3</sup> Rates are based on the collective bargaining agreement with home providers. During contract negotiations, the state provided the same percentage increase to center providers for the life of the contract. The 2008 market rate survey was the most recent study available during contract negotiations.

<sup>4</sup> The state uses the rates established in 2004 plus a two percent increase that was implemented in 2008.

<sup>5</sup> A special rate survey was conducted in June 2005. The data were compiled outside of the regular schedule to determine if there had been changes in the market rates over the two-and-a-half-year closure due to the implementation of a wait list and plans to reopen the program to all eligible families.

<sup>6</sup> The legislature determines provider rates through the budget appropriation process. Current rates are not based on market rate survey data.

<sup>7</sup> The rates are established at the lower of the applicable 2005 market rate survey 75th/100th percentile rate or the July 2005 rate increased by 1.75 percent. In July 2006, all current maximum rates were increased by six percent.

<sup>8</sup> The state utilizes the information from the market rate survey as one consideration used to establish the rates that providers will be reimbursed for child care costs and any potential cost of living adjustments.

<sup>9</sup> The base rates are based on the 2001 market rate survey. The quality differentials have increased consistently and the state consulted with the market rate survey to gauge the quality differential amount. Budget constraints prevented base rate increases, and a budget shortfall resulted in a slight decrease in reimbursement rates in late 2010.

<sup>10</sup> The rate structure effective October 1, 2011 most closely aligns with the market rate survey from 2009.

<sup>11</sup> Rates are based on an average of the 2002 and 2004 market rate surveys.

<sup>12</sup> The state does not establish statewide reimbursement rates. Boards establish maximum reimbursement rates based on local factors, including, but not limited to, the data in the market rate survey.

<sup>13</sup> The rates are based on the 2004 market rate survey, with an increase in infant rates based on the 2007-2008 survey.

<sup>14</sup> The lead agency also takes into account other economic factors such as the consumer price index, rising costs of living, and other factors to determine the revised payment rates effective October 2011.

## APPENDIX D

# CCDF POLICIES DATABASE TABLES FOR OCTOBER 1, 2010

## I. INTRODUCTION AND OVERVIEW

This appendix presents the policies in effect on October 1, 2010 for CCDF-funded programs across all 50 States, the District of Columbia, American Samoa, the Northern Mariana Islands, Guam, Puerto Rico, and the Virgin Islands.

Forty tables are included across the five general areas of policies previously described in this report. The tables correspond to the 2011 tables, with the exception of the market rate survey information, which is only provided for 2011 to correspond with the October 2011 CCDF Plans.

- Eligibility requirements for families and children (Tables 1 through 16)
- Family application, terms of authorization, and redetermination (Tables 17 through 25)
- Family payments (Tables 26 through 33)
- Policies for providers, including maximum reimbursement rates (Tables 34 through 40)

The policies most likely to change between the two years were eligibility thresholds, copayment levels, and maximum reimbursement rates. Many policies captured in the tables were unchanged in all States/Territories between the two years. For more detail on the general policies as well as highlights of the policy changes between 2010 and 2011, please refer to the previous sections of this report. As with the 2011 tables, more detailed information can be found in the full CCDF Policies Database.

### ***The Programs Covered by the 2010 Tables***

The 2010 tables present the policies of the key child care subsidy program in each State/Territory that is funded partly or fully with CCDF money. The names of the programs are listed in Table A.

**Table A. State/Territory Program Names for the Programs Represented in the CCDF Policies Database’s Book of Tables for October 1, 2010**

<b>State</b>	<b>Program</b>
Alabama	Child Care Subsidy Program
Alaska	Child Care Assistance Program
Arizona	Child Care Assistance
Arkansas	Child Care Assistance Program
California	California Alternative Payment Programs <sup>1</sup>
Colorado	Colorado Child Care Assistance Program
Connecticut	Child Care Assistance Program
Delaware	Child Care Subsidy Program
DC	Subsidized Child Care
Florida	School Readiness
Georgia	Childcare and Parent Services
Hawaii	Child Care Connection Hawaii
Idaho	Idaho Child Care Program
Illinois	Child Care Assistance Program
Indiana	CCDF Program
Iowa	Child Care Assistance
Kansas	Child Care Program
Kentucky	Child Care Assistance Program
Louisiana	Child Care Assistance Program
Maine	DHHS Child Care Subsidy
Maryland	Purchase of Care
Massachusetts	Early Education and Care Financial Assistance
Michigan	Child Development and Care
Minnesota	Child Care Assistance Program
Mississippi	Child Care Certificate Program
Missouri	Child Care Assistance Program
Montana	Best Beginnings Child Care Scholarship Program
Nebraska	Child Care Subsidy Program
Nevada	Child Care Subsidy Program
New Hampshire	NH Child Care Scholarship
New Jersey	Child Care Assistance Program
New Mexico	Child Care Assistance
New York	Child Care Subsidy Program
North Carolina	Subsidized Child Care Program
North Dakota	Child Care Assistance Program
Ohio	Publicly Funded Child Care
Oklahoma	Child Care Subsidy Program
Oregon	Child Care Program Employment Related Day Care
Pennsylvania	Child Care Works Subsidized Child Care
Rhode Island	Child Care Assistance Program
South Carolina	ABC Child Care Program
South Dakota	Child Care Assistance
Tennessee	Child Care Certificate Program
Texas	Child Care Services

**Table A. State/Territory Program Names for the Programs Represented in the CCDF Policies Database’s Book of Tables for October 1, 2010 (continued)**

<b>State</b>	<b>Program</b>
Utah	Child Care Assistance
Vermont	Child Care Financial Assistance Program
Virginia	Child Care Subsidy and Services
Washington	Working Connections Child Care
West Virginia	Child Care
Wisconsin	Wisconsin Shares Child Care
Wyoming	Child Care Subsidy Program
American Samoa	Child Care Program
Guam	CCDF Program
No Mariana Islands	Child Care Program
Puerto Rico	Child Care and Development Program
Virgin Islands	Child Care Subsidy Program

Source: CCDF Policies Database October 1, 2010 Data

<sup>1</sup> When applicable, different policies were coded for CalWORKS Stage 2, CalWORKS Stage 3, and Non-CalWORKS Alternative Payment Programs. If separate sub-programs were coded, the footnotes in the tables will reflect which program is represented.

## **Sources and Verification**

Table B shows the extent to which each State’s/Territory’s 2010 data were reviewed. In the majority of States/Territories (49), a State/Territory contact reviewed the materials and any issues that were raised were fully resolved. In three of the 49 States/Territories (noted in Table B), the State/Territory fully verified the coded responses, but some missing information was not filled in. In other States/Territories (four), there was some communication between project and State/Territory staff, but at least one piece of information remained un-verified. A few States/Territories (three) were not able to review the tables.

**Table B. Verification Status of the Information in the CCDF Policies Database Project’s Book of Tables for October 1, 2010**

<b>State</b>	<b>Status of Verification <sup>1</sup></b>	<b>State</b>	<b>Status of Verification</b>
<b>Alabama</b>	Fully verified	<b>Missouri</b>	Fully verified
<b>Alaska</b>	Not verified	<b>Montana</b>	Fully verified
<b>American Samoa</b>	Not verified	<b>Nebraska</b>	Fully verified
<b>Arizona</b>	Fully verified	<b>Nevada</b>	Fully verified*
<b>Arkansas</b>	Partially verified	<b>New Hampshire</b>	Fully verified
<b>California</b>	Fully verified	<b>New Jersey</b>	Fully verified
<b>CNMI <sup>2</sup></b>	Fully verified*	<b>New Mexico</b>	Fully verified
<b>Colorado</b>	Fully verified	<b>New York</b>	Fully verified
<b>Connecticut</b>	Fully verified	<b>North Carolina</b>	Fully verified
<b>Delaware</b>	Fully verified	<b>North Dakota</b>	Fully verified
<b>District of Columbia</b>	Fully verified	<b>Ohio</b>	Fully verified
<b>Florida</b>	Fully verified	<b>Oklahoma</b>	Fully verified
<b>Georgia</b>	Fully verified	<b>Oregon</b>	Fully verified
<b>Guam</b>	Not verified	<b>Pennsylvania</b>	Fully verified
<b>Hawaii</b>	Fully verified	<b>Puerto Rico</b>	Fully verified*
<b>Idaho</b>	Fully verified	<b>Rhode Island</b>	Partially verified
<b>Illinois</b>	Fully verified	<b>South Carolina</b>	Fully verified
<b>Indiana</b>	Fully verified	<b>South Dakota</b>	Fully verified
<b>Iowa</b>	Fully verified	<b>Tennessee</b>	Fully verified
<b>Kansas</b>	Fully verified	<b>Texas</b>	Fully verified
<b>Kentucky</b>	Fully verified	<b>Utah</b>	Fully verified
<b>Louisiana</b>	Fully verified	<b>Vermont</b>	Partially verified
<b>Maine</b>	Fully verified	<b>Virgin Islands</b>	Fully verified
<b>Maryland</b>	Fully verified	<b>Virginia</b>	Partially verified
<b>Massachusetts</b>	Fully verified	<b>Washington</b>	Fully verified
<b>Michigan</b>	Fully verified	<b>West Virginia</b>	Fully verified
<b>Minnesota</b>	Fully verified	<b>Wisconsin</b>	Fully verified
<b>Mississippi</b>	Fully verified	<b>Wyoming</b>	Fully verified

<sup>1</sup> “Fully verified” (49 States/Territories) means the State/Territory reviewed the draft tables, and all issues that were raised were fully resolved. An asterisk (\*) indicates the State/Territory fully verified the coded responses, but some missing information was not filled in. “Partially verified” (four States/Territories) means that the State/Territory did review the tables, but at least one question was not fully resolved. “Not verified” (three States/Territories) means that State/Territory staff were not able to review the tables.

<sup>2</sup> CNMI = Commonwealth of the Northern Mariana Islands

**Table 1. Maximum Age Allowed for CCDF Eligibility, 2010**

State	Maximum Age for Most Children	Child Mentally or Physically	
		Incapacitated	Child in Protective Services
Alabama	12	18	12
Alaska	12	18 <sup>1</sup>	12 <sup>2</sup>
Arizona	12	12	12
Arkansas	12	17	12
California	12	21	12
Colorado	12	18	NA <sup>3</sup>
Connecticut	12	18	12
Delaware	12	18	18
DC	12	18	18
Florida	12	18	18
Georgia	12	17	12 <sup>4</sup>
Hawaii	12	17	17
Idaho	12	17 <sup>5</sup>	17 <sup>5</sup>
Illinois	12 <sup>6</sup>	18	NA <sup>3</sup>
Indiana	12	17	17
Iowa	12	18	12 <sup>7</sup>
Kansas	12	18	12
Kentucky	12	18	12
Louisiana	12	17	12
Maine	12	18	12 <sup>8</sup>
Maryland	12	18	NA <sup>3</sup>
Massachusetts	12, unless the child turns 13 during the school year, then services may be provided for the remainder of the school year	15 <sup>9</sup>	12 <sup>10</sup>
Michigan	12 <sup>11</sup>	17 <sup>12</sup>	12 <sup>13</sup>
Minnesota	12	14	NA <sup>3</sup>
Mississippi	12	18	12
Missouri	12	17 <sup>14</sup>	17
Montana	12	18	18 <sup>4</sup>
Nebraska	12	18	18
Nevada	12	18	12
New Hampshire	12	17	12
New Jersey	12	18	18
New Mexico	12	17	12 <sup>15</sup>
New York	12, unless the child turns 13 during the school year, then services may be provided for the remainder of the school year	17 <sup>16</sup>	12 <sup>17</sup>
North Carolina	12	17	17
North Dakota	12	18	NA <sup>18</sup>
Ohio	12	17	12
Oklahoma	12 <sup>8</sup>	18	12 <sup>8</sup>
Oregon	11 <sup>19</sup>	17	NA <sup>3</sup>
Pennsylvania	12	18	12
Rhode Island	12	18	12
South Carolina	12	18	12

<b>Table 1. Maximum Age Allowed for CCDF Eligibility, 2010</b>			
State	Maximum Age for Most Children	Child Mentally or Physically	
		Incapacitated	Child in Protective Services
South Dakota	12	17 <sup>20</sup>	17 <sup>21</sup>
Tennessee	12	17	12
Texas	12	18 <sup>22</sup>	18 <sup>23</sup>
Utah	12	17	17 <sup>24</sup>
Vermont	12	18	18 <sup>25</sup>
Virginia	12	17	17
Washington	12 <sup>26</sup>	18	NA <sup>3</sup>
West Virginia	12 <sup>27</sup>	17 <sup>28</sup>	12 <sup>4</sup>
Wisconsin	12	18	NA <sup>3</sup>
Wyoming	12	17	NA <sup>3</sup>
American Samoa	12	12	12 <sup>29</sup>
Guam	12	18	18 <sup>8</sup>
No Mariana Islands	12	12	12
Puerto Rico	12	18	18
Virgin Islands	13 <sup>30</sup>	18	18 <sup>31</sup>

Source: CCDF Policies Database October 1, 2010 Data

<sup>1</sup> Eligibility ends on the last day of the month in which the child reaches age 19.

<sup>2</sup> Children age 13 to 18 who require court-ordered adult supervision and who are receiving TANF benefits may continue to receive subsidized child care.

<sup>3</sup> Child protective services child care is not provided under the state's primary child care subsidy program.

<sup>4</sup> The age limit is 17 for children under court-ordered supervision.

<sup>5</sup> The child may receive care until the month of his or her 18th birthday. A child who is a full-time student and expects to complete secondary school by the month of his or her 19th birthday is eligible until the month of the 19th birthday.

<sup>6</sup> Care is funded during the entire month of the child's 13th birthday.

<sup>7</sup> Children age 13 up to age 16 may be eligible for child care benefits if there are special circumstances that put the safety and well-being of the children at risk if left home alone.

<sup>8</sup> The age limit is 18 for children under court-ordered supervision.

<sup>9</sup> A child who turns 16 may remain in care for the remainder of the school year.

<sup>10</sup> Children involved with child protective services are treated the same as other children with an age limit of 12, or 13 if the child turns 13 during the school year, in which case services may be provided for the remainder of the school year.

<sup>11</sup> Children who turn 13 during a biweekly pay period are eligible through the end of that pay period.

<sup>12</sup> At age 18, the child may continue to receive care if he or she requires constant care due to a physical, mental, or psychological condition or a court order, is a full-time high school student, and is reasonably expected to complete high school before age 19.

<sup>13</sup> Children under court supervision may receive care through age 17, or 18 if still in high school and expected to graduate before turning 19.

<sup>14</sup> If the child is still in school, he or she may receive care through age 18.

<sup>15</sup> The age limit is 16 for children under court-ordered supervision.

<sup>16</sup> If the child is enrolled full time in secondary school or in an equivalent level of vocational or technical training, he or she may receive care through age 18.

<sup>17</sup> Children who turn 13 during the school year may continue to receive care through the end of the school year using Title XX funding and using a provider with whom the district has a contract or letter of intent and is licensed or registered. Children under court supervision may receive care through age 17. If the child is enrolled full time in secondary school or in an equivalent level of vocational or technical training, he or she may receive care through age 18.

- <sup>18</sup> Child protective services child care is not provided under the state's primary child care subsidy program. The age limit is 18 for children under court-ordered supervision.
- <sup>19</sup> Children must be younger than 12 in order to meet the general age requirement. Children ages 12 through 17 are eligible if they are physically or mentally incapable of self-care, under court supervision, receiving foster care, eligible for the special needs rate, or subject to circumstances that significantly compromise the child's safety or the caretaker's ability to work if child care is not available.
- <sup>20</sup> The maximum age is 18 if the child is enrolled in school and expected to graduate, and is physically or mentally incapable of self-care.
- <sup>21</sup> The maximum age is 18 if the child is enrolled in school and expected to graduate, and is under court supervision.
- <sup>22</sup> Subsidies for children over the age of 12 with disabilities are at the discretion of the local agency.
- <sup>23</sup> Services for a child receiving protective services may continue as long as the child protective services agency authorizes the care.
- <sup>24</sup> The age limit is 17 for children under court-ordered supervision.
- <sup>25</sup> Children under court supervision or committed to the custody or guardianship of the commissioner are eligible through age 18.
- <sup>26</sup> Child care centers may provide care through age 12. Child care homes may only provide care through age 11.
- <sup>27</sup> For home-based self-employed applicants and applicants taking web-based classes, the maximum age for a child who is not physically or mentally incapacitated is 6.
- <sup>28</sup> For home-based self-employed applicants and applicants taking web classes, the maximum age for a child who is physically or mentally incapacitated is 12.
- <sup>29</sup> Children under court supervision must be under age 13.
- <sup>30</sup> A child is eligible through age 13.
- <sup>31</sup> The age of a child in protective services must be exempt by a court order.

**Table 2. Minimum Work Hours Per Week Required for CCDF Eligibility, 2010<sup>2</sup>**

State	General Full-Time Requirement	Minimum Work Hours for Part-Time Care	Minimum Work Hours for a Two Parent Household <sup>3</sup>
Alabama	15	15	Each parent must work 15 hours
Alaska	No minimum	No minimum	No minimum
Arizona	No minimum	No minimum	No minimum
Arkansas	30	30	Each parent must work 30 hours
California	No minimum	No minimum	No minimum
Colorado	No minimum	No minimum	No minimum
Connecticut	No minimum	No minimum	No minimum
Delaware	No minimum	No minimum	No minimum
DC	20	20	Each parent must work 20 hours
Florida	20 <sup>4</sup>	20 <sup>4</sup>	Each parent must work 20 hours <sup>4</sup>
Georgia	30 <sup>5</sup>	30	Each parent must work 30 hours
Hawaii	No minimum	No minimum	No minimum
Idaho	No minimum	No minimum	No minimum
Illinois	No minimum	No minimum	No minimum
Indiana	No minimum	No minimum	No minimum
Iowa	28 <sup>6</sup>	28 <sup>6</sup>	Each parent must work 28 hours <sup>6</sup>
Kansas	No minimum	No minimum	No minimum
Kentucky	20	20	Both must work a total of 40 hours <sup>7</sup>
Louisiana	25	25	Each parent must work 25 hours
Maine	No minimum <sup>8</sup>	No minimum	No minimum
Maryland	No minimum	No minimum	No minimum
Massachusetts	30	20	Each parent must work 30 hours <sup>9</sup>
Michigan	No minimum	No minimum	No minimum
Minnesota	20	20	Each parent must work 20 hours
Mississippi	25 <sup>10</sup>	25	Each parent must work 25 hours <sup>10</sup>
Missouri	No minimum	No minimum	No minimum
Montana	Other <sup>11</sup>	Other <sup>11</sup>	Other <sup>11</sup>
Nebraska	No minimum	No minimum	No minimum
Nevada	No minimum	No minimum	No minimum
New Hampshire	No minimum	No minimum	No minimum
New Jersey	30	30	Each parent must work 30 hours
New Mexico	No minimum	No minimum	No minimum
New York	20 <sup>12</sup>	20 <sup>12</sup>	Each parent must work 20 hours <sup>12</sup>
North Carolina	30 <sup>13</sup>	No minimum <sup>13</sup>	Each parent must work 30 hours <sup>13</sup>
North Dakota	No minimum	No minimum	No minimum

**Table 2. Minimum Work Hours Per Week Required for CCDF Eligibility, 2010<sup>2</sup>**

State	General Full-Time Requirement	Minimum Work Hours for Part-Time Care	Minimum Work Hours for a Two Parent Household <sup>3</sup>
Ohio	No minimum	No minimum	No minimum
Oklahoma	No minimum <sup>14</sup>	No minimum <sup>14</sup>	No minimum <sup>14</sup>
Oregon	No minimum	No minimum	No minimum
Pennsylvania	20 <sup>15</sup>	20 <sup>15</sup>	Each parent must work 20 hours <sup>15</sup>
Rhode Island	20 <sup>16</sup>	20 <sup>16</sup>	Each parent must work 20 hours <sup>16</sup>
South Carolina	30	15	Each parent must work 30 hours <sup>17</sup>
South Dakota	20 <sup>18</sup>	20 <sup>18</sup>	Each parent must work 20 hours <sup>18</sup>
Tennessee	30	30	Each parent must work 30 hours
Texas	25 <sup>19</sup>	25 <sup>19</sup>	Both must work a total of 50 hours <sup>19</sup>
Utah	15	15	One parent must work 30 hours and the other must work 15 hours
Vermont	No minimum	No minimum	No minimum
Virginia	No minimum	No minimum	No minimum
Washington	No minimum <sup>20</sup>	No minimum <sup>20</sup>	No minimum <sup>20</sup>
West Virginia	No minimum <sup>21</sup>	No minimum <sup>21</sup>	No minimum <sup>21</sup>
Wisconsin	No minimum	No minimum	No minimum
Wyoming	No minimum	No minimum	No minimum
American Samoa	20	20	Each parent must work 20 hours
Guam	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>
No Mariana Islands	30	30	Each parent must work 30 hours
Puerto Rico	38 <sup>22</sup>	15	--- <sup>1</sup>
Virgin Islands	30	30	Each parent must work 30 hours

Source: CCDF Policies Database October 1, 2010 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> This table captures whether there is an explicit policy for the minimum number of work hours required. This table does not capture work requirement differences between various eligibility groups.

<sup>3</sup> When the minimum number of work hours varies for full-time care and part-time care, the full-time requirement is captured and the part-time requirement is described in the notes.

<sup>4</sup> Parents or guardians must enter the program with a minimum of 20 hours but may remain eligible at a minimum of 15 hours if their hours are reduced by an employer due to circumstances beyond their control.

<sup>5</sup> If in training, the participant must work 24 hours per week. If a participant's work hours are reduced for economic hardship related reasons only, they must average 25 hours per week. New applicants must still meet the 30-hour requirement.

<sup>6</sup> TANF recipients do not have to meet the minimum work hours requirement.

<sup>7</sup> The minimum requirement for one parent in a two-parent household is five hours per week.

<sup>8</sup> Applicants who are self-employed must participate in a self-employment activity a minimum average of 20 hours per week.

<sup>9</sup> Part-time care may be authorized if one or both parents are working less than 30 hours, but at least 20 hours.

<sup>10</sup> Each parent must be working at least 25 hours per week, or one parent must be working at least 25 hours per week and the other parent must be enrolled in an approved full-time educational or training program. Families in transitional child care do not need to meet the work hours requirement. The 25 hours per week work requirement is reduced for foreign students who hold a VISA because they are permitted to work only on campus for 20 hours per week.

<sup>11</sup> The work requirement is monthly. Two-parent households must work 120 hours per month. Single parents must work 60 hours per month. Single parents attending school full time are required to work 40 hours per month.

<sup>12</sup> Policies coded for New York City. The work requirement for families receiving transitional child care is 17.5 hours per week for a single parent working in a job exempt from minimum wage or a combined 25 hours per week for two parents working in jobs exempt from minimum wage.

<sup>13</sup> Full-time employment is considered an average of thirty hours or more per week. Part-time care is approved for any number of hours less than full-time care.

<sup>14</sup> Foster families must work a minimum of 20 hours per week.

<sup>15</sup> Ten hours of training may be substituted for 10 hours of the 20 hour work requirement.

<sup>16</sup> Income eligible parents must work an average of at least 20 hours per week in a month.

<sup>17</sup> If one or both parents work part time, only part-time care will be authorized. Each parent must work 15 hours for part-time care.

<sup>18</sup> Applicants must work a minimum of 80 hours per month.

<sup>19</sup> A higher number of hours may be required by the local department.

<sup>20</sup> When a non-TANF client is receiving care for education or training, he or she must work a minimum of 20 hours a week or 16 hours in a federal or state work study program.

<sup>21</sup> Self-employed individuals must work a minimum of 20 hours per week.

<sup>22</sup> The recipient must work at least 7.5 hours daily.

**Table 3. Approved Activities for CCDF Eligibility, 2010**

State	<u>Job Search Activities</u>			High	ESL <sup>2</sup>	Training <sup>2</sup>	Post-Secondary Education <sup>2</sup>
	Employment	Job Search	Job Search Time Limit	School/GED <sup>2</sup>			
Alabama	Yes	No	NA	Yes	No	Yes <sup>3</sup>	Yes <sup>3</sup>
Alaska	Yes	Yes, for initial and continuing eligibility	80 hours in a year <sup>4</sup>	Yes	Yes	Yes	Yes
Arizona	Yes	Yes, only for continuing eligibility	60 days in a year <sup>5</sup>	Yes	Yes	Yes	Yes <sup>6</sup>
Arkansas	Yes	No	NA	Yes	No	Yes	Yes
California	Yes	Yes, for initial and continuing eligibility	60 days in a year <sup>7</sup>	Yes	Yes	Yes	Yes
Colorado	Yes	Yes, for initial and continuing eligibility	180 days in a year <sup>8</sup>	Yes <sup>9</sup>	Yes <sup>9</sup>	Yes <sup>9</sup>	Yes <sup>9</sup>
Connecticut	Yes	Yes, only for continuing eligibility	Other <sup>10</sup>	Yes <sup>11</sup>	No	No	No
Delaware	Yes	Yes, for initial and continuing eligibility	3 months per job loss occurrence	Yes	No	No	No <sup>12</sup>
DC	Yes	Yes, for initial and continuing eligibility	NA <sup>13</sup>	Yes	Yes	Yes	Yes
Florida	Yes	Yes, only for continuing eligibility <sup>14</sup>	30 days per job loss occurrence	Yes <sup>15</sup>	Yes <sup>15</sup>	Yes <sup>15</sup>	Yes <sup>15</sup>
Georgia	Yes	Yes, only for continuing eligibility	8 weeks per job loss occurrence <sup>16</sup>	Yes	No	Yes	No <sup>17</sup>
Hawaii	Yes	Yes, for initial and continuing eligibility	30 days in a year <sup>18</sup>	Yes	No <sup>19</sup>	Yes	Yes
Idaho	Yes	No	NA	Yes	Yes	Yes	Yes
Illinois	Yes	Yes, only for continuing eligibility <sup>20</sup>	90 days in a year <sup>20</sup>	Yes <sup>21</sup>	Yes <sup>21</sup>	Yes <sup>21</sup>	Yes <sup>22</sup>
Indiana	Yes	Yes, only for continuing eligibility	13 weeks in a year	Yes <sup>23</sup>	Yes <sup>23</sup>	Yes <sup>23</sup>	Yes <sup>23</sup>
Iowa	Yes	Yes, for initial and continuing eligibility	30 days in a year <sup>18</sup>	Yes	Yes	Yes	Yes
Kansas	Yes <sup>24</sup>	No	NA	Yes	No <sup>25</sup>	Yes	Yes
Kentucky	Yes	Yes, only for continuing eligibility	4 weeks per job loss occurrence	Yes <sup>26</sup>	No	No <sup>27</sup>	No <sup>26</sup>
Louisiana	Yes	No	NA	Yes	No	Yes	Yes
Maine	Yes	Yes, only for continuing eligibility	2 months in 6 months <sup>28</sup>	Yes	No	Yes	Yes

**Table 3. Approved Activities for CCDF Eligibility, 2010**

State	<u>Job Search Activities</u>				High School/GED <sup>2</sup>	ESL <sup>2</sup>	Training <sup>2</sup>	Post-Secondary Education <sup>2</sup>
	Employment	Job Search	Job Search Time Limit					
Maryland	Yes	Yes, for initial and continuing eligibility	2 weeks per job loss occurrence <sup>29</sup>	Yes	No	Yes	Yes <sup>30</sup>	
Massachusetts	Yes <sup>31</sup>	Yes, for initial and continuing eligibility	8 weeks in a year <sup>32</sup>	Yes	Yes	Yes	Yes <sup>33</sup>	
Michigan	Yes	No <sup>34</sup>	NA	Yes	Yes	Yes <sup>35</sup>	Yes <sup>35</sup>	
Minnesota	Yes	Yes, for initial and continuing eligibility	240 hours in a year <sup>36</sup>	Yes	Yes	Yes	Yes	
Mississippi	Yes	Yes, for initial and continuing eligibility	60 days per job loss occurrence <sup>37</sup>	Yes	No	Yes	Yes	
Missouri	Yes	Yes, for initial and continuing eligibility <sup>38</sup>	8 weeks in a year <sup>38</sup>	Yes <sup>39</sup>	Yes	Yes	Yes <sup>40</sup>	
Montana	Yes	Yes, only for continuing eligibility <sup>41</sup>	30 days per job loss occurrence	Yes	No	Yes	Yes <sup>42</sup>	
Nebraska	Yes	Yes, for initial and continuing eligibility	2 months in a year <sup>43</sup>	Yes	Yes	Yes	Yes <sup>44</sup>	
Nevada	Yes	Yes, for initial and continuing eligibility	4 weeks in a year	Yes <sup>45</sup>	No	Yes	Yes <sup>46</sup>	
New Hampshire	Yes	Yes, for initial and continuing eligibility	40 days in 6 months <sup>47</sup>	Yes	Yes	Yes <sup>48</sup>	Yes <sup>49</sup>	
New Jersey	Yes	No	NA	Yes	Yes	Yes	Yes	
New Mexico	Yes	Yes, for initial and continuing eligibility	60 days in a year <sup>50</sup>	Yes <sup>51</sup>	Yes	Yes	Yes	
New York	Yes	Yes, for initial and continuing eligibility <sup>52</sup>	6 months in a year <sup>52</sup>	Yes	Yes	Yes <sup>53</sup>	Yes <sup>54</sup>	
North Carolina	Yes	Yes, for initial and continuing eligibility	30 days per job loss occurrence <sup>55</sup>	Yes	No	Yes	Yes	
North Dakota	Yes	Yes, for initial and continuing eligibility	8 weeks in a year <sup>56</sup>	Yes	No	Yes <sup>57</sup>	Yes <sup>57</sup>	
Ohio	Yes	No	NA	Yes	Yes	Yes	Yes <sup>58</sup>	
Oklahoma	Yes	Yes, only for continuing eligibility <sup>59</sup>	60 days in a year <sup>59</sup>	Yes <sup>60</sup>	Yes <sup>60</sup>	Yes <sup>61</sup>	Yes <sup>62</sup>	
Oregon	Yes <sup>63</sup>	Yes, only for continuing eligibility	1 month per job loss occurrence <sup>64</sup>	No	No	No	No <sup>65</sup>	

**Table 3. Approved Activities for CCDF Eligibility, 2010**

State	<u>Job Search Activities</u>				High School/GED <sup>2</sup>	ESL <sup>2</sup>	Training <sup>2</sup>	Post-Secondary Education <sup>2</sup>
	Employment	Job Search	Job Search Time Limit					
Pennsylvania	Yes	Yes, only for continuing eligibility	60 days per occurrence <sup>66</sup>	Yes	Yes	Yes	Yes	
Rhode Island	Yes	Yes, only for continuing eligibility <sup>67</sup>	21 days in 6 months <sup>67</sup>	Yes <sup>68</sup>	--- <sup>1</sup>	Yes <sup>68</sup>	--- <sup>1</sup>	
South Carolina	Yes <sup>69</sup>	No <sup>70</sup>	NA	Yes	No <sup>71</sup>	Yes	Yes	
South Dakota	Yes	Yes, only for continuing eligibility <sup>72</sup>	30 days in 6 months <sup>72</sup>	Yes	No	Yes	Yes	
Tennessee	Yes	No	NA	Yes	No	Yes	Yes	
Texas	Yes	Yes, only for continuing eligibility <sup>73</sup>	4 weeks in a year <sup>73</sup>	Yes	Yes	Yes	Yes	
Utah	Yes	No <sup>74</sup>	NA	No <sup>75</sup>	No <sup>75</sup>	No <sup>75</sup>	No <sup>75</sup>	
Vermont	Yes	Yes, for initial and continuing eligibility <sup>76</sup>	1 month in a year <sup>76</sup>	Yes	--- <sup>1</sup>	Yes <sup>77</sup>	Yes <sup>77</sup>	
Virginia	Yes <sup>78</sup>	No <sup>79</sup>	NA	Yes	Yes	Yes	Yes	
Washington	Yes	Yes, only for continuing eligibility <sup>14</sup>	56 days in a year <sup>80</sup>	Yes <sup>81</sup>	Yes <sup>81</sup>	Yes <sup>81</sup>	Yes <sup>81</sup>	
West Virginia	Yes	Yes, only for continuing eligibility	30 days in 6 months <sup>82</sup>	Yes	Yes	Yes	Yes	
Wisconsin	Yes	No <sup>83</sup>	NA	Yes <sup>84</sup>	Yes <sup>85</sup>	Yes <sup>86</sup>	Yes <sup>87</sup>	
Wyoming	Yes	No	NA	Yes	No	Yes	Yes <sup>88</sup>	
American Samoa	Yes	Yes, for initial and continuing eligibility	6 months in a year <sup>89</sup>	Yes <sup>90</sup>	--- <sup>1</sup>	Yes	Yes <sup>90</sup>	
Guam	Yes	Yes, for initial and continuing eligibility	3 months	Yes	--- <sup>1</sup>	Yes	Yes	
No Mariana Islands	Yes	Yes, for initial and continuing eligibility	--- <sup>1</sup>	Yes	No	Yes	Yes	
Puerto Rico	Yes	Yes, for initial and continuing eligibility	--- <sup>1</sup>	Yes <sup>91</sup>	--- <sup>1</sup>	Yes <sup>92</sup>	Yes <sup>93</sup>	
Virgin Islands	Yes	No	NA	Yes	No	Yes	Yes	

Source: CCDF Policies Database October 1, 2010 Data

- <sup>1</sup> Information not found in state's manual.
- <sup>2</sup> States may require participants to meet work requirements in addition to education and training activities. This additional information can be found in the full detail of the CCDF Policies Database. Unless noted, care is generally not approved for graduate level education.
- <sup>3</sup> Training and educational activities are limited to non-academic vocational, trade, or technical training programs lasting no more than 24 calendar months from the parent's initial enrollment into the program; or, for parents who have already completed the first two years of a four-year college degree program, the last two years of the four-year degree program.
- <sup>4</sup> Job search activities are limited to 80 hours of care in a calendar year.
- <sup>5</sup> Job search activities are approved for up to two 30-day periods in a year for families already receiving child care subsidies.
- <sup>6</sup> Students must maintain a C average, or in cases where grades are not used, meet comparable requirements of the education or training program. The education activity must be related to a specific occupation, job, or job offer.
- <sup>7</sup> Job search activities are limited to 60 days per fiscal year, five days per week, and less than 30 hours per week.
- <sup>8</sup> The initial limit for job search activities is 25 days, but may be extended for up to 180 days in a 12-month period.
- <sup>9</sup> Counties have the option of including training and education as eligible activities for the subsidy. Activities can lead to an associate's degree or a bachelor's degree, but they are limited to a first bachelor's degree.
- <sup>10</sup> Job search activities are approved through the end of the month following the month in which employment ended.
- <sup>11</sup> High school activities are approved for all parents under age 20.
- <sup>12</sup> Post-secondary education is only approved if it is part of a TANF Employment and Training program or if the applicant began education activities while in a SNAP Employment and Training program.
- <sup>13</sup> There is no time limit for job search activities.
- <sup>14</sup> For TANF clients, job search is an eligible activity for initial and continuing eligibility.
- <sup>15</sup> A client's education activity must consist of at least 20 hours per week. For TANF clients, post-secondary education is limited to degrees related to their field of work.
- <sup>16</sup> If the client does not obtain employment after eight weeks, child care services may be suspended for up to 12 weeks or services may be terminated.
- <sup>17</sup> Enrollment in a degree program is not an approved activity. Participation in vocational programs at colleges and universities is an approved activity.
- <sup>18</sup> Thirty consecutive days in a 12-month period may be approved for job search activities.
- <sup>19</sup> Families with income below 100 percent of the Federal Poverty Guidelines who are employed and have limited English proficiency are given priority.
- <sup>20</sup> TANF clients participating in the education and training program are initially and continually eligible if job search activities are listed in their plan. If a parent loses his or her job, 90 days of subsidized care are given to search for a job. Families are only eligible to receive these services for job search one time in any 12-month period.
- <sup>21</sup> Students must maintain a C average, or in cases where grades are not used, meet comparable requirements of the education or training program. Beginning with month 25 of participation, the client must work 20 hours or more per week. The work requirement does not apply to a teen parent.
- <sup>22</sup> Students who do not work must maintain a 2.5 GPA, and students who work 20 hours or more per week must maintain a 2.0 GPA. The client cannot already have an associate's degree and be seeking a second one. The client cannot already have a bachelor's degree.
- <sup>23</sup> For TANF work program families, activities must be approved by a TANF work program caseworker. For other families, activities must be completed through a certified or accredited secondary or post-secondary training organization or institution. Benefits for post-secondary education may only be given for a maximum of 16 semesters and may only support one four-year degree or two Associate degrees.
- <sup>24</sup> If a self-employed person is not earning the equivalent of the federal minimum wage after six months, child care services may be terminated.
- <sup>25</sup> ESL is only authorized under the TANF work program.
- <sup>26</sup> Education is an approved activity for teen parents or if it is part of the state work program requirement. For parents who are not teens or part of the work program, care may be provided during education activities if the parent qualifies for the subsidy based on employment.

- <sup>27</sup> Training is only an approved activity if it is part of the state work program requirement.
- <sup>28</sup> Job search activities may be approved for a maximum of two months in a six-month period. Job search activities are limited to 20 hours per week.
- <sup>29</sup> The 2 week time limit is per job loss occurrence. If the individual has difficulty finding employment, multiple job search periods may be approved.
- <sup>30</sup> The education activity must be related to a specific occupation, job, or job offer.
- <sup>31</sup> The parent must earn at least the state minimum wage.
- <sup>32</sup> Parents already receiving benefits are allowed eight weeks of job search activities at the level of care they were receiving while employed. Parents not already receiving care are allowed eight weeks of job search activities at the full-time level of care. Four additional weeks of job search activities may be approved in extraordinary circumstances.
- <sup>33</sup> Education activities must take place at an accredited college or university, leading to an associate's or bachelor's degree.
- <sup>34</sup> Job search activities are allowed for migrant workers only.
- <sup>35</sup> Training and educational programs must be occupationally relevant and the participant must make sufficient progress.
- <sup>36</sup> A maximum of 240 hours per calendar year is allowed for job search.
- <sup>37</sup> Job search is an eligible activity for 60 days from the last day of employment.
- <sup>38</sup> Job search activities are approved for non-TANF families. The eight-week time limit is based on a rolling calendar year.
- <sup>39</sup> The student must maintain a 2.0 GPA on a 4.0 grade scale or be making satisfactory progress as defined by the institution.
- <sup>40</sup> The student must maintain a 2.0 GPA on a 4.0 grade scale or its equivalent in another grading system.
- <sup>41</sup> In the case of TANF recipients, job search activities are only approved for applicants who have job search in their family investment agreement/employability plan.
- <sup>42</sup> Post-secondary education is not allowed above a bachelor's degree. If, however, the parent received the last post-secondary degree or training certificate over five years ago, subsidies may be allowed for a second certificate or bachelor's degree.
- <sup>43</sup> Clients may initially be given two consecutive calendar months for job search activities in a program year (July 1 through June 30). Each time the client loses a job, he or she is entitled to two months of care for job search activities.
- <sup>44</sup> Post-secondary education is not approved for a client to earn a second bachelor's degree.
- <sup>45</sup> High school and GED activities are limited to minor parents.
- <sup>46</sup> Subsidy benefits are approved for a maximum of 40 calendar months when the only purpose of care is being a student.
- <sup>47</sup> For non-TANF families, care cannot be authorized for more than 40 days of child care services in any six month period. For TANF families, all activities in the individual's employment plan are authorized.
- <sup>48</sup> Training is approved if it prepares the individual for employment.
- <sup>49</sup> Prerequisite courses for post-secondary education are not an eligible activity. All other courses that lead to a degree or certificate in an area of specialization are eligible activities. If the applicant is not participating in the state's employment program, the program cannot result in a bachelor's degree or higher.
- <sup>50</sup> Job search activities may be approved for two 30-day periods in a year.
- <sup>51</sup> Child care benefits for clients who are preparing for the GED are limited to one year.
- <sup>52</sup> Job search activities can be approved for up to six months if a district selects this option in its Child and Family Services Plan and has funds available. Districts can limit job search activities to less than six months. This limitation is per year, unless otherwise noted in the district's Child and Family Services Plan.
- <sup>53</sup> Enrollment in more than two consecutive vocational training programs, when care is needed, is not allowed.
- <sup>54</sup> Approved post-secondary education activities include two-year programs other than ones with a specific vocational sequence leading to an associate degree and four-year college programs if the parent is also working at least 17.5 hours per week.
- <sup>55</sup> Job search activities can be extended for another 30 days if the parent requests an extension and the caseworker determines that an extension is warranted.
- <sup>56</sup> Job search activities are allowed for eight weeks per calendar year.

- <sup>57</sup> The amount of time a person is eligible to receive the subsidy for vocational training or post-secondary education is limited to 24 months or two years. Vocational training at a college or university must lead to a certificate, certificate of completion, post-secondary diploma, or an Associate of Applied Science degree if the student has not previously completed any post-secondary education.
- <sup>58</sup> Post-baccalaureate education is only approved if the education is necessary to meet specific requirements associated with maintaining employment, certification, or licensure. Post-secondary education is not approved for individuals who have already completed 140 undergraduate semester hours or 216 undergraduate quarter hours, or the combined equivalent.
- <sup>59</sup> The individual must have received child care benefits for at least 30 calendar days prior to losing employment or completing a training or education program. Job search activities may be approved for 30 days and no more than twice per calendar year, for a total of 60 days per year, and only if the individual was employed or attending school for at least 90 days between job search activities.
- <sup>60</sup> Care is not approved for both parents to attend GED or ESL classes at the same time.
- <sup>61</sup> Training is approved when it will qualify the individual to meet requirements for a job that the client could not meet without a certificate, accreditation, or licensure. The training program must qualify for federal financial aid from the U.S. Department of Education. In a two-parent household, the other parent must be employed during the hours the first parent is attending training. On the job training or apprenticeship programs that pay minimum wage are approved under employment activities.
- <sup>62</sup> Post-secondary education must be expected to lead to a degree or certificate. In a two-parent household, care will not be authorized if both parents are attending a formal education or training program at the same time.
- <sup>63</sup> Self-employed families are not eligible for the child care subsidy.
- <sup>64</sup> Job search activities must be approved by agency staff.
- <sup>65</sup> Child care for education activities is covered as long as the client is primarily an employee rather than a student. As a general rule, clients enrolled in enough credit hours to qualify for financial aid are considered students and their class hours cannot be covered.
- <sup>66</sup> TANF families are given 30 days between a break in activities during which they may keep receiving subsidized child care.
- <sup>67</sup> Income eligible parents receiving a child care subsidy may be granted a grace period not to exceed 21 days when the parents experience temporary unemployment or a transition between jobs.
- <sup>68</sup> High school, GED, and training activities are approved for teen parents, under the age of 20, without a high school degree or its equivalent. The applicant must be participating in the state's assistance program for teen parents. TANF applicants may participate in employment or education as approved in their employment plan.
- <sup>69</sup> Employment includes subsidized employment, on-the-job training, and self-employment. It may also include part-time or work-study employment for at least 15 hours a week. A participant is considered employed if he or she is paid a salary.
- <sup>70</sup> Job search activities are only approved for TANF recipients.
- <sup>71</sup> ESL may be authorized for TANF recipients in order to comply with a family plan.
- <sup>72</sup> If a person is already receiving child care assistance and suffers a loss of employment, 30 days of continued assistance can be granted from the last day of employment, contingent upon the applicant reporting in writing the job loss within the required five days and providing a statement regarding the last date of employment. Job search activities are limited to 30 days in a half-year period, consisting of the periods January through June and July through December.
- <sup>73</sup> Job search is an eligible activity for up to four weeks per fiscal year.
- <sup>74</sup> Job search activities are approved for CCDF eligibility only for homeless families.
- <sup>75</sup> Care is authorized for education or training activities only if clients meet the minimum work requirement.
- <sup>76</sup> Parents must demonstrate involvement in activities generally recognized as necessary to obtain employment or training leading to employment. Job search activities are not authorized for care of school-age children during the school year or if both caretakers are seeking employment. Job search extensions may be authorized.
- <sup>77</sup> Parents must demonstrate participation in a program that is likely to lead to employment within one year after completion of the program. The policy also applies to training or education programs required to maintain employment. Community service time/training are eligible activities. Volunteer work and post-bachelor education are not eligible activities.
- <sup>78</sup> If the client has been self-employed for less than a year, he or she must provide proof of earnings equivalent to minimum wage for actual hours worked within three months of approval for the program.

- <sup>79</sup> Job search activities are only approved if they are part of a TANF or SNAP work program.
- <sup>80</sup> Job searches are limited to two times per year. Each job search period is for 28 days, and the job search periods may be used back to back, for a total of 56 days of job search per year.
- <sup>81</sup> Non-TANF clients over the age of 21 must work 20 hours in conjunction with education and training to be eligible for care.
- <sup>82</sup> Recipients can receive care for job search activities for up to 30 days in a six-month period. Job search activities are covered for five hours a day, four days a week.
- <sup>83</sup> Job search is allowed if the applicant is participating in a TANF work program or the SNAP Employment and Training Program.
- <sup>84</sup> If the parent is age 20 or older, approval for high school or GED activities is limited to 24 months. The time restriction does not apply to parents age 19 or younger. Parents age 20 and older must also participate in at least five hours of employment per week.
- <sup>85</sup> ESL activities are limited to 24 months.
- <sup>86</sup> Pre-job training is limited to two weeks. Apprenticeships are considered allowable employment.
- <sup>87</sup> Education activities are limited to 24 months. The activity must provide skills that will help the individual maintain his or her current job or help the individual obtain a job in another field. Parents must also participate in at least five hours of employment per week.
- <sup>88</sup> Approval for post-secondary education is limited to one degree, unless an associate's degree was earned as part of working towards completing a bachelor's degree. The participant must also meet at least a 2.0 cumulative grade point average each term or semester.
- <sup>89</sup> Job search activities can be approved for two months at a time and initially renewed up to a maximum of six months. The parent must then wait six months before qualifying for a second and final job search period, not to exceed an additional six months.
- <sup>90</sup> Participants must be taking at least two classes each semester.
- <sup>91</sup> Any program from an institution that is accredited by the department of education resulting in a diploma or certificate is approved.
- <sup>92</sup> The program requires a minimum of 15 hours of weekly training.
- <sup>93</sup> Any educational, training, or rehabilitation program licensed by the department of higher education with a specific vocational, education, or occupational goal that is geared towards the development of knowledge and skills necessary to secure employment is an eligible activity.

**Table 4. Approved Activities for CCDF Eligibility, 2010 (continued)**

State	Approved Activities for TANF Families			
	SNAP E&T	Housing Search (Homeless)	TANF Work Program	Other TANF Activities
Alabama	No	No	Yes	No
Alaska	No	No	Yes	Yes
Arizona	No	No	Yes	Yes
Arkansas	No	No	Yes	---1
California	NA <sup>2</sup>	Yes	Yes	Yes
Colorado	NA <sup>2</sup>	No	Yes <sup>3</sup>	No
Connecticut	No	No	Yes <sup>4</sup>	Yes <sup>4</sup>
Delaware	Yes	No	Yes <sup>5</sup>	Yes <sup>5</sup>
DC	Yes	No	Yes	Yes
Florida	NA <sup>2</sup>	No	Yes	Yes
Georgia	No	No	Yes	Yes <sup>6</sup>
Hawaii	No	No <sup>7</sup>	Yes <sup>8</sup>	Yes <sup>8</sup>
Idaho	No	No	Yes	Yes <sup>9</sup>
Illinois	No	No	Yes	Yes <sup>4</sup>
Indiana	No	No	No	No
Iowa	No	No	Yes	Yes
Kansas	Yes	No	Yes	Yes
Kentucky	No	No	Yes	No
Louisiana	No	No	Yes <sup>10</sup>	No
Maine	No	No	No	No
Maryland	No	No	Yes	Yes
Massachusetts	No	Yes <sup>11</sup>	Yes <sup>12</sup>	Yes <sup>12</sup>
Michigan	Yes <sup>13</sup>	No	Yes	Yes
Minnesota	No	No	Yes <sup>14</sup>	Yes <sup>14</sup>
Mississippi	No	No	Yes	Yes
Missouri	NA <sup>2</sup>	No	Yes <sup>15</sup>	Yes <sup>15</sup>
Montana	No	No	Yes <sup>16</sup>	No
Nebraska	No	No	Yes	Yes
Nevada	No	No	Yes	Yes
New Hampshire	Yes <sup>17</sup>	Other <sup>18</sup>	Yes <sup>19</sup>	Yes <sup>19</sup>
New Jersey	No	No	Yes	Yes
New Mexico	Yes	No	Yes	Yes
New York	No <sup>20</sup>	Yes <sup>21</sup>	Yes	No
North Carolina	Yes	No	Yes	Yes
North Dakota	No	No	Yes <sup>22</sup>	Yes <sup>22</sup>
Ohio	Yes	No	Yes <sup>23</sup>	Yes <sup>23</sup>
Oklahoma	NA <sup>2</sup>	No	Yes	No
Oregon	No	No	No	No
Pennsylvania	No	No	Yes <sup>24</sup>	No
Rhode Island	---1	No	Yes <sup>25</sup>	Yes <sup>25</sup>
South Carolina	No	No	Yes <sup>26</sup>	Yes <sup>26</sup>
South Dakota	No	No	Yes <sup>27</sup>	No
Tennessee	No	No	Yes	Yes
Texas	Yes	No	Yes	No

**Table 4. Approved Activities for CCDF Eligibility, 2010 (continued)**

State	SNAP E&T	Housing Search (Homeless)	Approved Activities for TANF Families	
			TANF Work Program	Other TANF Activities
Utah	Yes <sup>28</sup>	Yes <sup>29</sup>	Yes	Yes
Vermont	--- <sup>1</sup>	Yes	Yes	No
Virginia	Yes	No	Yes	Yes
Washington	Yes	No	Yes	Yes
West Virginia	No	No	Yes	No
Wisconsin	Yes	No	Yes	No
Wyoming	Yes	No	Yes	No
American Samoa	--- <sup>1</sup>	--- <sup>1</sup>	NA <sup>30</sup>	NA <sup>30</sup>
Guam	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>
No Mariana Islands	--- <sup>1</sup>	No	NA <sup>30</sup>	NA <sup>30</sup>
Puerto Rico	--- <sup>1</sup>	--- <sup>1</sup>	Yes	Yes
Virgin Islands	No	No	Yes <sup>31</sup>	Yes <sup>31</sup>

Source: CCDF Policies Database October 1, 2010 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> Child care for SNAP E&T participants is not provided under the state's primary child care subsidy program.

<sup>3</sup> Eligibility is determined according to the TANF work program guidelines.

<sup>4</sup> Approved activities include education, training, job search, substance abuse and mental health treatment, or any activity included in the participant's employment plan.

<sup>5</sup> TANF participants must be employed, attending school, or participating in the TANF work program.

<sup>6</sup> TANF participation requirements, as outlined in the family service plan, are approved activities.

<sup>7</sup> Families with income below 100 percent of the Federal Poverty Guidelines who are employed and homeless are given priority.

<sup>8</sup> Applicants may participate in a TANF work program or a treatment program.

<sup>9</sup> Employment and other activities are approved under the state's TANF program. The family may participate in other activities as outlined in its personal responsibility contract.

<sup>10</sup> Eligibility is approved for participation in the state program that provides education, employment, training, and related services for families receiving or applying for TANF assistance.

<sup>11</sup> If the family is referred by the state's housing authority program, the family may participate in housing search and other shelter activities.

<sup>12</sup> Families receiving TANF may receive child care if care is authorized by the department that administers the state's TANF program.

<sup>13</sup> Department-assigned employment preparation activities are approved.

<sup>14</sup> TANF recipients must either be involved in an approved work program as developed by the participant and a job counselor, or one of the following activities outside of the work program: employment, job search, financial and employment services orientation, or appeals and hearings for cash assistance.

<sup>15</sup> The applicant must be participating in work or education activities.

<sup>16</sup> TANF case assistance parents have to be participating in family investment agreement/employability plan activities that require child care.

<sup>17</sup> Care may be approved for up to 40 days in a six-month period if funding permits.

<sup>18</sup> Participants who are seeking both employment and housing can qualify for subsidized care.

<sup>19</sup> TANF participants must be participating in employment, an associate's or bachelor's degree program, or a course of study necessary to meet the participants' goals for obtaining employment.

<sup>20</sup> Policy coded for New York City.

<sup>21</sup> A county may pay for child care for housing search activities if the county selected this option in its child and family services plan.

<sup>22</sup> Approved activities include participation in employment, education, training, or any approved TANF work program.

- <sup>23</sup> Child care is approved if it is necessary for the parent to comply with the requirements of a self-sufficiency contract.
- <sup>24</sup> Participants in the TANF training or work support training program are eligible.
- <sup>25</sup> TANF applicants may participate in employment or education as approved in their employment plan.
- <sup>26</sup> A TANF participant who is participating in work, school, or training, complying with his or her TANF family plan, participating in a TANF countable component, attempting to start a countable component within two weeks, or incapacitated and unable to work for 90 or more days is eligible for child care assistance.
- <sup>27</sup> TANF families participating in activities approved by the TANF employment specialist are eligible for reimbursement of child care costs for those activities.
- <sup>28</sup> Limited funds are available to support child care for mandatory adult participation in SNAP E&T services when no other child care options are available.
- <sup>29</sup> Homeless families may use child care assistance for activities including, but not limited to, employment, job search, training, shelter search, or working through a crisis situation.
- <sup>30</sup> This territory or outlying area does not have a TANF program.
- <sup>31</sup> Any TANF parent who is working or officially enrolled or registered and actively participating in a job training or educational program is eligible.

**Table 5. Exemptions from Parent/Caretaker Activity Requirements, 2010 <sup>2</sup>**

State	Elderly Exemption <sup>3</sup>	Exemption for Parents with Special Needs <sup>4</sup>
Alabama	No elderly exemption	Yes
Alaska	No elderly exemption	Varies <sup>5</sup>
Arizona	No elderly exemption	No
Arkansas	No elderly exemption	Yes
California	No elderly exemption	Yes <sup>6</sup>
Colorado	No elderly exemption	Varies <sup>7</sup>
Connecticut	No elderly exemption	Varies <sup>5</sup>
Delaware	No elderly exemption	Yes
DC	No elderly exemption	No
Florida	No elderly exemption	Yes
Georgia	60 <sup>8</sup>	No
Hawaii	No elderly exemption	Varies <sup>9</sup>
Idaho	No elderly exemption	Varies <sup>7</sup>
Illinois	No elderly exemption	Varies <sup>5</sup>
Indiana	No elderly exemption	Varies <sup>10</sup>
Iowa	No elderly exemption	Varies <sup>11</sup>
Kansas	No elderly exemption	Varies <sup>12</sup>
Kentucky	No elderly exemption	Yes
Louisiana	No elderly exemption	No
Maine	No elderly exemption	Varies <sup>13</sup>
Maryland	No elderly exemption	Varies <sup>5</sup>
Massachusetts	65 <sup>14</sup>	Yes
Michigan	No elderly exemption	Yes
Minnesota	No elderly exemption	Varies <sup>5</sup>
Mississippi	65 <sup>15</sup>	Varies <sup>16</sup>
Missouri	No elderly exemption	Yes
Montana	No elderly exemption	Varies <sup>17</sup>
Nebraska	No elderly exemption	Yes <sup>18</sup>
Nevada	No elderly exemption	Varies <sup>19</sup>
New Hampshire	No elderly exemption	Varies <sup>9</sup>
New Jersey	61 <sup>20</sup>	Varies <sup>5</sup>
New Mexico	No elderly exemption	Varies <sup>5</sup>
New York	No elderly exemption	Yes
North Carolina	No elderly exemption	Varies <sup>5</sup>
North Dakota	No elderly exemption	Varies <sup>21</sup>
Ohio	No elderly exemption	Varies <sup>5</sup>
Oklahoma	No elderly exemption	No
Oregon	No elderly exemption	Varies <sup>5</sup>
Pennsylvania	No elderly exemption	Varies <sup>22</sup>
Rhode Island	No elderly exemption	Yes <sup>23</sup>
South Carolina	No elderly exemption	Yes
South Dakota	No elderly exemption	Varies <sup>24</sup>
Tennessee	No elderly exemption	Yes
Texas	No elderly exemption	Varies <sup>25</sup>

**Table 5. Exemptions from Parent/Caretaker Activity Requirements, 2010<sup>2</sup>**

State	Elderly Exemption <sup>3</sup>	Exemption for Parents with Special Needs <sup>4</sup>
Utah	No elderly exemption	Varies <sup>26</sup>
Vermont	No elderly exemption	Yes <sup>27</sup>
Virginia	No elderly exemption	Yes <sup>28</sup>
Washington	No elderly exemption	Varies <sup>5</sup>
West Virginia	No elderly exemption	No
Wisconsin	No elderly exemption	Varies <sup>7</sup>
Wyoming	No elderly exemption	Varies <sup>7</sup>
American Samoa	--- <sup>1</sup>	--- <sup>1</sup>
Guam	--- <sup>1</sup>	Yes
No Mariana Islands	No elderly exemption	Varies <sup>5</sup>
Puerto Rico	--- <sup>1</sup>	Yes
Virgin Islands	No elderly exemption	No

Source: CCDF Policies Database October 1, 2010 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> Federal CCDF Policies require families to meet at least one reason for care. States may choose to use state funds to provide subsidies for families who do not meet the federal guidelines.

<sup>3</sup> The elderly exemption is the minimum age at which an individual would be potentially eligible for CCDF, regardless of work participation.

<sup>4</sup> Variations in the exemption are noted. States are coded "yes" when their policy documents described an exemption for parents with special needs, but did not describe any variations in the policy for single-parent families, two-parent families, temporary special needs, or long-term special needs. Variations beyond what was described in the policy documents may exist.

<sup>5</sup> Applicants are exempt from meeting approved activity requirements if they are in a two-parent household where one parent is participating in an approved activity and the other is incapable of providing care because of a medically verified disability.

<sup>6</sup> An incapacitated parent or caretaker is defined as being temporarily or permanently unable to provide care and supervision of the child for all or part of the day due to a physical or mental health condition.

<sup>7</sup> The family is eligible if one parent in a two-parent household participates in an eligible activity and the other parent is incapacitated. A single parent that is incapacitated and therefore not able to participate in an eligible activity is ineligible for a CCDF subsidy.

<sup>8</sup> Grandparents raising grandchildren under age 5 are exempt from activity requirements if they are recipients of child-only TANF benefits and are at least age 60, or are under age 60 and receiving SSI or RSDI disability benefits.

<sup>9</sup> Care is allowed for a two-parent family when one parent is permanently or temporarily disabled, and the other parent meets the eligibility criteria of the program. Care is allowed in a one-parent household when the parent is temporarily disabled.

<sup>10</sup> In single-parent families, CCDF benefits can be continued when the parent has a temporary medical condition that prevents the parent from working or participating in training activities and when the parent's employer provides a statement indicating the parent has an assurance he or she may return to his or her job. In two-parent households, CCDF benefits may be provided to allow one parent to participate in employment or training activities if the disabled parent provides a valid doctor's statement indicating he or she is unable to participate in employment or training and is unable to care for his or her child. In two-parent families in which both parents are disabled, CCDF benefits can be continued if the condition of one parent is temporary, prevents the parent from working or participating in training activities, and the parent's employer provides a statement indicating the parent has an assurance he or she may return to his or her job.

<sup>11</sup> In a single-parent or two-parent household, care is authorized if the parent is temporarily unable to work or attend training due to medical reasons. If one parent in a two-parent household has a long term medical condition, care may be provided in order to allow the second parent to continue to work or attend training.

<sup>12</sup> Parents with a temporary emergency need, including hospitalization or otherwise being temporarily unable to provide adequate care, may be approved for subsidized care for up to six months.

<sup>13</sup> In a two-parent home, if one parent has a documented disability which renders him or her unable to care for the child and unable to work, and the other parent is working or attending an education program, the child is eligible for the subsidy.

<sup>14</sup> Individuals age 65 and over and retired do not have to meet work requirements.

- <sup>15</sup> There is no employment requirement when a child lives in the home of a caretaker who is age 65 or older and is not the biological parent of the child.
- <sup>16</sup> When one parent in a two-parent home has documented special needs, the parent with special needs does not have to meet the work requirement. When a single parent has documented special needs and a guardian is responsible for the parent's affairs, the guardian must meet the work requirement. If there is no other responsible guardian, the parent does not have to meet the work requirement.
- <sup>17</sup> The minimum hourly work requirement for a parent with severe disability may be waived if a licensed practitioner determines that the parent with a disability is unable to work the number of hours required to receive a subsidy and the family otherwise qualifies for subsidies. If the parent's work requirement is waived, he or she may not qualify for subsidies during school or training time.
- <sup>18</sup> Child care is approved when the parent has a medically verified disability.
- <sup>19</sup> Exemption requests are considered on a case-by-case basis when submitted with supporting documentation, such as medical documentation.
- <sup>20</sup> Individuals in the kinship child care program are exempt from the work requirement when they are over the age of 60.
- <sup>21</sup> If a single parent is temporarily ill or incapacitated, care may be authorized for continuing eligibility only. In a two-parent home, if one parent is temporarily disabled, the other parent must continue to participate in an eligible activity.
- <sup>22</sup> A single parent who becomes disabled following the determination of eligibility is exempt from work, education, or training activities for a period of 183 days. An individual in a two-parent home may be exempt if the other parent continues to meet the activity requirement.
- <sup>23</sup> A family that has already been determined eligible for services may request an exception to the work requirement and provide documentation to support the claim.
- <sup>24</sup> Exceptions can be made to the work and school requirements if extraordinary factors exist. These are considered on a case-by-case basis and require professional documentation as to why the program requirements cannot be met. These include physical or mental limitations of the parent or applicant.
- <sup>25</sup> Local agencies have the option to make exemptions for parents with documented disabilities.
- <sup>26</sup> Applicants are exempt from meeting approved activity requirements if they are in a two-parent household where one parent is participating in an approved activity and the other is incapable of providing care because of a medically verified disability.
- <sup>27</sup> The parent must be physically, mentally, or emotionally incapable of providing all the care and supervision to his or her children, as determined by an MD, NP, PA, or licensed psychologist. Authorization of child care financial assistance is limited to the number of days and hours per week recommended by the professional making the determination.
- <sup>28</sup> Care is available for up to four weeks in a 12-month period if the parent is ill or incapacitated. The time period may be extended for justifiable reasons. In two-parent households, there must be a documented good cause as to why neither parent can provide child care.

**Table 6. If Families Receiving Different Types of Benefits/Services have Different Parent Activity Requirements, 2010 <sup>2</sup>**

State	Transitional Child Care (TCC)	Homeless	Child Protective Services	Foster Children
Alabama	TCC-specific requirements not specified in child care manual	Same as other families	Other <sup>3</sup>	Other <sup>4</sup>
Alaska	Same as other families	Same as other families	--- <sup>1</sup>	Same as other families
Arizona	Other <sup>5</sup>	Other <sup>6</sup>	Other <sup>7</sup>	Other <sup>8</sup>
Arkansas	Same as other families	Same as other families	Other <sup>9</sup>	Other <sup>9</sup>
California	Other <sup>10</sup>	Other <sup>11</sup>	No activity requirement <sup>12</sup>	Not eligible
Colorado	TCC-specific requirements not specified in child care manual	Same as other families	Not eligible	Not eligible
Connecticut	Same as other families	Same as other families	Same as other families	Same as other families
Delaware	Same as other families	No activity requirement	No activity requirement	Same as other families
DC	Same as other families	Same as other families	No activity requirement <sup>13</sup>	Same as other families <sup>14</sup>
Florida	Same as other families	Same as other families	Other <sup>15</sup>	Other <sup>15</sup>
Georgia	Other <sup>16</sup>	Same as other families	Varies depending on if child left in home <sup>17</sup>	Same as other families
Hawaii	Same as other families	Same as other families	Other <sup>18</sup>	Same as other families <sup>19</sup>
Idaho	Same as other families	Same as other families	Other <sup>20</sup>	Same as other families
Illinois	Same as other families	Same as other families	Not eligible	Not eligible
Indiana	Same as other families	Same as other families	Varies depending on if child left in home <sup>21</sup>	Same as other families <sup>22</sup>
Iowa	Same as other families	Same as other families	Other <sup>23</sup>	Same as other families <sup>24</sup>
Kansas	NA <sup>25</sup>	Same as other families	Other <sup>26</sup>	Other <sup>27</sup>
Kentucky	TCC-specific requirements not specified in child care manual	Same as other families	Other <sup>28</sup>	Not eligible
Louisiana	NA <sup>25</sup>	Same as other families	Other <sup>29</sup>	Other <sup>30</sup>
Maine	Same as other families	Same as other families	Same as other families	Same as other families
Maryland	Same as other families	Same as other families	Not eligible	Not eligible
Massachusetts	Same as other families	Other <sup>31</sup>	Other <sup>32</sup>	Same as other families <sup>33</sup>
Michigan	Same as other families <sup>34</sup>	Same as other families	Other <sup>35</sup>	Other <sup>36</sup>

**Table 6. If Families Receiving Different Types of Benefits/Services have Different Parent Activity Requirements, 2010 <sup>2</sup>**

State	Transitional Child Care (TCC)	Homeless	Child Protective Services	Foster Children
Minnesota	Other <sup>37</sup>	Same as other families	Not eligible	Not eligible
Mississippi	TCC-specific requirements not specified in child care manual <sup>38</sup>	Same as other families	Other <sup>39</sup>	Other <sup>40</sup>
Missouri	Same as other families	Same as other families	No activity requirement	No activity requirement
Montana	Same as other families	Same as other families	Other <sup>41</sup>	Other <sup>42</sup>
Nebraska	Other <sup>43</sup>	Same as other families	Other <sup>44</sup>	Same as other families <sup>19</sup>
Nevada	Same as other families	Same as other families	Other <sup>45</sup>	Other <sup>46</sup>
New Hampshire	Same as other families	Other <sup>47</sup>	Varies depending on if child left in home <sup>48</sup>	Same as other families
New Jersey	TCC-specific requirements not specified in child care manual <sup>49</sup>	Same as other families	No activity requirement	No activity requirement <sup>50</sup>
New Mexico	TCC-specific requirements not specified in child care manual	Same as other families	Other <sup>51</sup>	Other <sup>51</sup>
New York	TCC-specific requirements not specified in child care manual <sup>52</sup>	Other <sup>53, 54</sup>	No activity requirement	Other <sup>53, 55</sup>
North Carolina	Same as other families	Same as other families	Varies depending on if child left in home <sup>56</sup>	No activity requirement <sup>57</sup>
North Dakota	TCC-specific requirements not specified in child care manual	Same as other families	Not eligible	Not eligible
Ohio	Other <sup>58</sup>	No activity requirement	Varies depending on if child left in home <sup>59</sup>	Same as other families
Oklahoma	Same as other families	Same as other families	Other <sup>60</sup>	Same as other families <sup>61</sup>
Oregon	Same as other families	Same as other families	Not eligible	Same as other families
Pennsylvania	TCC-specific requirements not specified in child care manual	Same as other families	Same as other families	Same as other families <sup>62</sup>
Rhode Island	Same as other families	Same as other families	--- <sup>1</sup>	Other <sup>63</sup>
South Carolina	Same as other families	Same as other families	No activity requirement <sup>64</sup>	Same as other families <sup>65</sup>
South Dakota	Other <sup>66</sup>	Same as other families	Other <sup>67</sup>	Other <sup>67</sup>
Tennessee	Same as other families	Same as other families	No activity requirement	No activity requirement
Texas	Same as other families	Same as other families	Other <sup>68</sup>	Other <sup>68</sup>
Utah	Same as other families	Other <sup>69</sup>	Same as other families	Not eligible <sup>70</sup>

**Table 6. If Families Receiving Different Types of Benefits/Services have Different Parent Activity Requirements, 2010 <sup>2</sup>**

State	Transitional Child Care (TCC)	Homeless	Child Protective Services	Foster Children
Vermont	NA <sup>25</sup>	Other <sup>71</sup>	Other <sup>72</sup>	Other <sup>73</sup>
Virginia	Same as other families	Same as other families	Other <sup>74</sup>	Not eligible
Washington	NA <sup>25</sup>	Same as other families	Not eligible	Not eligible
West Virginia	Same as other families	Same as other families	Other <sup>75</sup>	Same as other families <sup>76</sup>
Wisconsin	Same as other families <sup>77</sup>	Same as other families	Not eligible	Other <sup>78</sup>
Wyoming	Same as other families	Same as other families	Not eligible	Same as other families
American Samoa	NA <sup>25</sup>	Other <sup>79</sup>	No activity requirement <sup>80</sup>	No activity requirement <sup>81</sup>
Guam	Same as other families	---	Other <sup>82</sup>	Other <sup>82</sup>
No Mariana Islands	NA <sup>25</sup>	Same as other families	Same as other families	Same as other families
Puerto Rico	Same as other families	No activity requirement <sup>83</sup>	No activity requirement	No activity requirement
Virgin Islands	Same as other families	Same as other families	Other <sup>84</sup>	No activity requirement <sup>81</sup>

Source: CCDF Policies Database October 1, 2010 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> Federal CCDF policies require families to meet at least one reason for care. States may choose to use state funds to provide subsidies for families who do not meet the federal guidelines.

<sup>3</sup> Any child for whom the department submits a written referral requesting services for a reason of protective services is eligible for care.

<sup>4</sup> If the department has legal custody of the child or the parent has signed a boarding home agreement, and the department provides a written referral, the foster care child is eligible for care.

<sup>5</sup> Families receiving transitional child care must be employed.

<sup>6</sup> A client living in homeless or domestic violence shelters is eligible for care based on participation in structured shelter activities as verified by the shelter, or if the client is unable to care for his or her child due to a physical, mental, or emotional disability.

<sup>7</sup> Families are eligible for protective services child care when the protective services file requires child care and there is either a confirmed case of abuse or a risk of abuse or neglect. Families receiving care through child protective services are not required to meet income guidelines.

<sup>8</sup> Foster care families do not have to meet the same income requirements as other families. The department may pay for child protective services child care during the time foster parents spend at work, in training, counseling, or similar activities which are directly connected to their ability to care for foster children in their home.

<sup>9</sup> Protective services or foster care families have a separate eligibility process.

<sup>10</sup> Activity requirements for transitional child care families are generally the same as non-transitional child care families except that they may also be participating in job retention services approved by the county welfare department. Housing search for homeless families is not a qualifying activity.

<sup>11</sup> Activities are approved if they are related to seeking permanent housing for family stability and, if the family is residing in the shelter, appointments or activities necessary to comply with shelter participation requirements.

<sup>12</sup> Child protective services families do not have to meet income requirements.

<sup>13</sup> There are no requirements of the parents for training or employment. The child under protection may reside with a relative or guardian outside the District of Columbia.

- <sup>14</sup> The foster parent must be working a minimum of 20 hours per week. The child may reside with a foster parent or guardian outside the District of Columbia.
- <sup>15</sup> Eligibility is not dependent on family income or work requirements but rather on a documented referral from the child protective services department.
- <sup>16</sup> Transitional child care recipients may work less than the standard hourly requirement but must work at least the minimum hours that made them ineligible for TANF. Transitional child care clients must participate in one or more state approved activities a minimum of 24 hours per week for each responsible adult.
- <sup>17</sup> When the child is left in the home and care is needed for the child's protection, the family is not required to meet work requirements, but the family must meet income and residency criteria. When the child is placed in the care of another relative or family friend, the applicant must meet work or activity requirements as well as income and residency requirements.
- <sup>18</sup> The family must have a court order that specifies care is needed for a specific purpose, such as work. Child protective services families do not have to meet the same income requirements as other families.
- <sup>19</sup> Foster care families do not have to meet the same income requirements as other families.
- <sup>20</sup> A child is eligible for child care benefits if the child protection case plan requires constant supervision.
- <sup>21</sup> Custodians or caretakers in child protective services cases in which children are in out-of-home placements are subject to the same requirements as non-child protective services families. In child protective services cases in which children remain in their own homes, families are categorically eligible (service and financial need requirements are waived) if the child protective services caseworker provides written documentation that child care is a necessary part of the case plan.
- <sup>22</sup> Activities conferring eligibility for foster children are the same as for non-foster care families. However, licensed foster parents are not included in the unit for the purpose of calculating family income.
- <sup>23</sup> Families are eligible for protective services child care when the protective services file requires child care and there is either a confirmed case of abuse or a risk of abuse or neglect. Families receiving care through child protective services are not required to meet income guidelines.
- <sup>24</sup> Only relative foster families receive child care through the CCDF program.
- <sup>25</sup> This state or outlying area does not have transitional child care.
- <sup>26</sup> If a temporary emergency need for service is established and a social services program manager signs a request for social services child care, care may be approved for six months.
- <sup>27</sup> Care may be approved for juvenile offenders when the foster parent is employed and needs care. Children in licensed foster care are provided care through a different program.
- <sup>28</sup> Care may be authorized for preventive services when the child is at risk of abuse or neglect or protective services when the child has been abused or neglected. Child protective services cases are not required to meet the same income thresholds as other participants.
- <sup>29</sup> Protective services children are eligible regardless of income when the child care services are necessary in order to maintain the child in his or her own home and when the need for care meets the eligibility policy for the protective services program.
- <sup>30</sup> Foster children are eligible for care to maintain the child's current placement in a foster or adoptive home and when the need for care meets the eligibility policy for the foster care program.
- <sup>31</sup> If the family is referred by the state's housing authority program, the family may participate in housing search and other shelter activities.
- <sup>32</sup> The child protective services agency may authorize care on a case-by-case basis for families with active protective needs documented in a supported report of abuse or neglect within the previous 12 months or when there is a determination of need to begin or continue supportive child care at a supervisory progress review.
- <sup>33</sup> The family is required to meet the activity requirement but is exempt from the income requirement.
- <sup>34</sup> Families are exempt from income determination.
- <sup>35</sup> Families are automatically eligible if child care is required by an active protective services plan. Families are exempt from income determination.
- <sup>36</sup> When the child needing care has an active care case and child care is a component of the foster care service plan, the child is automatically eligible for care without income determination.
- <sup>37</sup> Transitional child care families are eligible for subsidies through employment or job search activities. Participants must be employed an average of 20 hours per week. Education does not confer eligibility for families under the transitional child care sub-program, but if a participant is a full-time student, he or she need only be employed a minimum of 10 hours per week. However, the participant will only be authorized for hours when he or she is working.
- <sup>38</sup> Families in transitional child care do not need to meet the work hours requirement.

<sup>39</sup> To be eligible for child care services, the caretaker must be working a minimum of 25 hours per week or enrolled in an educational training program and working the minimum required hours, unless exempted due to extenuating circumstances. The family does not have to meet the income requirement.

<sup>40</sup> A child that is placed in a licensed foster family home or placed with an approved relative or kinship caretaker is considered a family of one. However, in determining eligibility foster parents are required to meet the work, educational, or training requirements, unless exempted by the state due to extenuating circumstances.

<sup>41</sup> To qualify for child protective services child care, the child must need care because of the danger of neglect or abuse. The physical or emotional risk to the child needs to be documented in the case record. Some families may be required to pay for child care services, as determined on a case-by-case basis.

<sup>42</sup> The department may pay for child care during the time foster parents spend at work, in training, counseling, or similar activities which are directly connected to their ability to care for foster children in their home.

<sup>43</sup> Transitional child care may be provided if all of the following criteria are met: the family loses TANF eligibility as a result of increased earnings or hours of employment, the family received a TANF grant for which they were eligible in three of the last six months preceding ineligibility, the family provides financial information to determine eligibility and copayment, child care is necessary to accept or retain employment, and the family's gross earned and unearned income is equal to or less than 185 percent of the Federal Poverty Guidelines.

<sup>44</sup> There is no activity requirement if a caseworker verifies that the child would benefit from child care services in situations of abuse, neglect, or exploitation. A family who requires emergency child protective services or requires child protective family services may be eligible without regard to income.

<sup>45</sup> To be eligible under this category, children must be placed in the custody of an individual for a defined length of time, until they can be returned to their parents. If the child is placed in the custody of an individual who is related by blood or marriage, the applicant must become a licensed foster parent within six months of the placement.

<sup>46</sup> Approved activities for foster parents must be verified by a caseworker. If the foster parent is related by blood or marriage, the eligible foster parent can receive up to two years of 100 percent of the state maximum reimbursement amount. After the two years, the foster parent will no longer be eligible as a foster care case.

<sup>47</sup> Applicants can qualify for child care assistance if they are participating in a combination of job and housing search activities.

<sup>48</sup> If the children remain in the parent's home and child care is provided to prevent child abuse or neglect, to rehabilitate the family, or to reunite the family, the parents are not required to be employed.

<sup>49</sup> Transitional child care is available for families who are no longer eligible for TANF due to increased earnings or increased employment that results in increased earnings.

<sup>50</sup> Foster children in out-of-home settings are considered to be under child protective services and therefore automatically eligible.

<sup>51</sup> Eligibility is determined by the child protective services worker.

<sup>52</sup> The family must have received TANF for three of the previous six months, have income at or below 200 percent of the state income standard, and need child care for a child under 13 years of age. The temporary assistance case must have been closed due to increased employment income or child support, or voluntary closure when the family is no longer financially eligible for temporary assistance. Additionally, parents who failed to recertify, but otherwise meet the eligibility criteria for transitional child care, are considered to have voluntarily ended assistance.

<sup>53</sup> Policies coded for New York City.

<sup>54</sup> The family is eligible for child care subsidies if one or more of the legally responsible adults resides in an approved homeless family emergency shelter.

<sup>55</sup> The child must be referred by a voluntary foster care agency or the administration for children's services.

<sup>56</sup> If a child is in protective services and needs child care in order to stay in his or her own home, the child is automatically eligible. If a child is removed from the home, he or she can no longer receive care as a child protective services case but must apply under another need category.

<sup>57</sup> Children in foster care who are in the custody of a county and have been placed either with an adult other than their parents or in a licensed foster home are eligible.

<sup>58</sup> The family must be in need of child care due to employment. The family's income must not exceed 150 percent of the Federal Poverty Guidelines, and the family must meet all requirements of the application and redetermination process.

<sup>59</sup> Protective child care is authorized only if the child resides in the home of the parent for whom the protective case plan is written.

<sup>60</sup> Child care may be approved in critical situations to prevent neglect, abuse, or exploitation.

<sup>61</sup> Parents must be working at least 20 hours per week or one parent must be working and the other have a significant disability that precludes providing care for the child.

<sup>62</sup> Foster children are eligible for care as long as the foster parents meet the nonfinancial eligibility requirements.

- <sup>63</sup> Foster parents must be working, or the developmental needs of the foster child must require that the child attend day care.
- <sup>64</sup> Care must be needed to enable the child to remain in the home of the parent, or a caretaker if the child is removed from the parent's home, and to reduce the effects of abuse and neglect by addressing physical, social, emotional, cognitive, and language development needs. The parent is not required to meet income or activity requirements.
- <sup>65</sup> The foster parent must meet the work requirement. Only the child's income is used to determine eligibility. Children placed in an out-of-state placement and children placed in South Carolina from another state are not eligible for child care services through the state's primary child care program.
- <sup>66</sup> There is no minimum work requirement.
- <sup>67</sup> In cases where the state or other licensed agency has legal custody of the child, foster parents are not required to meet income or work requirements. However, care is only authorized for the times the foster parents are working or attending school. In cases where the foster parents adopt the child or receive guardianship, the foster parents must meet the minimum work or school requirements.
- <sup>68</sup> The child protective services agency has the responsibility for determining child care eligibility for children in the agency's protective care, including foster care.
- <sup>69</sup> Homeless families may qualify under different activity requirements. If the individual has a referral from a recognized homeless agency, care may be approved for employment, job search, training, shelter search, or working through a crisis situation.
- <sup>70</sup> Foster care parents are not eligible for child care benefits for their foster children. This includes the child of a teen parent in foster care.
- <sup>71</sup> Care may be approved in order to protect children from harm.
- <sup>72</sup> The family must have a referral from a child protective services worker. If a family is categorized as protective services, the family is eligible as long as funds are available.
- <sup>73</sup> Foster families whose service need is based on the special needs of a foster child or foster parent are eligible for child care financial assistance at 100 percent of the state established rate, regardless of income.
- <sup>74</sup> Child protective service is an approved activity for CCDF-eligible families if the families are receiving child protective services through the family assessment track, investigation track, or child protective services on-going. When parents are involved in activities included in the child protective services plan, the local department is required to approve child care.
- <sup>75</sup> Eligibility is determined by the child protective services worker.
- <sup>76</sup> The foster parent must be participating in an employment, education, or job training activity. The family must meet the income requirement, but it is based on the income of the child.
- <sup>77</sup> Families transitioning off of a TANF work program are assigned the minimum copayment based on the number of children in care for up to five weeks of care.
- <sup>78</sup> Foster parents and subsidized guardians who need child care for their foster children are not required to provide their own income if they are only applying for child care assistance. Foster parents and all foster children who are also minor parents must participate in an approved activity to receive child care assistance for their foster children.
- <sup>79</sup> If a family is categorized as protective services due to homelessness as a result of a natural disaster, the family is eligible as long as funds are available.
- <sup>80</sup> Children referred by child protective services receive immediate placement.
- <sup>81</sup> Foster care parents are not required to participate in employment, education, or training activities.
- <sup>82</sup> Income and copayment requirements are waived and the parent must be participating in work, education, or training activities. If a non-parent caretaker is requesting child care for his or her own child in addition to the child in protective services or foster care, income is counted. Children may also receive care while awaiting placement in a foster home, while the foster parent requires time to implement the case plan, or when the foster parent requires time away from the child.
- <sup>83</sup> Children with families who have unstable housing are not required to meet eligibility requirements.
- <sup>84</sup> Applicants who have children in protective services must have a letter of recommendation or court order documenting it is in the best interest of the child to be placed in child care daily. On a case-by-case basis, the agency may waive income eligibility requirements.

**Table 7. Defining the Family Unit and Income: Treatment of Children and Siblings, 2010**

State	Maximum Age Siblings Who are Not in School in the Unit	Maximum Age Siblings Who are Still in School in the Unit	Treatment of Children's and Siblings' Earnings (When Included in Family Size)
Alabama	17	17	Fully counted
Alaska	17 <sup>2</sup>	--- <sup>1</sup>	Fully counted
Arizona	17	17	Not counted
Arkansas	--- <sup>1</sup>	--- <sup>1</sup>	Counted at age 18 and older
California	17	18	Not counted
Colorado	NA <sup>3</sup>	NA <sup>3</sup>	Not counted
Connecticut	17	17	Not counted
Delaware	17	17	Fully counted
DC	17	21	Not counted
Florida	NA <sup>4</sup>	NA <sup>4</sup>	Counted at age 18 and older <sup>5</sup>
Georgia	17	17	Not counted
Hawaii	17	17	Varies/partially counted <sup>6</sup>
Idaho	NA <sup>7</sup>	NA <sup>7</sup>	Counted at age 18 and older
Illinois	20 <sup>8</sup>	20 <sup>8</sup>	Counted at age 19 and older
Indiana	17	17	Not counted
Iowa	17	17	Counted at age 15 and older <sup>9</sup>
Kansas	18	18	Counted at age 18 and older <sup>10</sup>
Kentucky	18	21	Not counted
Louisiana	18	18	Not counted
Maine	17	17	Varies/partially counted <sup>11</sup>
Maryland	17	21	Counted at age 15 and older <sup>12</sup>
Massachusetts	17	23	Counted at age 21 and older
Michigan	17	17	Varies/partially counted <sup>13</sup>
Minnesota	17	17 <sup>14</sup>	Varies/partially counted <sup>15</sup>
Mississippi	17 <sup>16</sup>	20 <sup>16</sup>	Not counted
Missouri	17	17	Varies/partially counted <sup>13</sup>
Montana	17 <sup>17</sup>	17 <sup>17</sup>	Varies/partially counted <sup>18</sup>
Nebraska	18	18	Varies/partially counted <sup>19</sup>
Nevada	17	18	Varies/partially counted <sup>20</sup>
New Hampshire	17	19	Varies/partially counted <sup>21</sup>
New Jersey	NA <sup>22</sup>	NA <sup>22</sup>	Fully counted
New Mexico	17	18	Not counted
New York	17 <sup>23</sup>	17 <sup>23</sup>	Counted at age 14 and older
North Carolina	17	18 <sup>24</sup>	Not counted
North Dakota	18	18	Not counted
Ohio	17	17	Varies/partially counted <sup>25</sup>
Oklahoma	17	17	Varies/partially counted <sup>26</sup>
Oregon	17	18	Not counted
Pennsylvania	17	21	Not counted
Rhode Island	17 <sup>27</sup>	17 <sup>27</sup>	Not counted
South Carolina	17	20	Counted at age 18 and older
South Dakota	17	17	Not counted
Tennessee	17	18	Varies/partially counted <sup>28</sup>
Texas	NA <sup>3</sup>	NA <sup>3</sup>	Fully counted

**Table 7. Defining the Family Unit and Income: Treatment of Children and Siblings, 2010**

State	Maximum Age Siblings Who are Not in School are Counted in the Unit	Maximum Age Siblings Who are Still in School are Counted in the Unit	Treatment of Children's and Siblings' Earnings (When Included in Family Size)
Utah	17	18	Not counted
Vermont	--- <sup>1</sup>	--- <sup>1</sup>	Counted at age 18 and older
Virginia	17	17	Not counted
Washington	18	18 <sup>29</sup>	Not counted
West Virginia	17	17	Not counted
Wisconsin	17	18	Counted at age 18 and older <sup>30</sup>
Wyoming	17	17	Varies/partially counted <sup>25</sup>
American Samoa	--- <sup>1</sup>	--- <sup>1</sup>	Not counted
Guam	NA <sup>31</sup>	NA <sup>31</sup>	Fully counted
No Mariana Islands	--- <sup>1</sup>	--- <sup>1</sup>	Varies/partially counted <sup>32</sup>
Puerto Rico	20	20	--- <sup>1</sup>
Virgin Islands	17	18	Not counted

Source: CCDF Policies Database October 1, 2010 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> Once a child turns 18, he or she is considered an adult and is no longer a dependent for child care subsidy purposes, unless that child has a developmental disability, in which case he or she remains a dependent until age 19.

<sup>3</sup> Children of the primary applicant continue to be counted as part of the family unit as long as they live with the primary applicant and are counted on his or her tax return.

<sup>4</sup> Siblings are counted as long as they still reside with the family and are financially supported by the family.

<sup>5</sup> Earned income is excluded for any family member who is under age 18, or age 18 if enrolled as a full-time student in a secondary school or its equivalent.

<sup>6</sup> If the child is a student at least half time, his or her earnings are not counted.

<sup>7</sup> Children who are claimed as dependents for tax purposes are included in the unit.

<sup>8</sup> Children under age 21 may be included in the unit if they are dependent on the family for more than 50 percent of their support and are full-time students away at school. In order to be counted in the unit, they cannot establish residency outside of the family household.

<sup>9</sup> Earnings of a child under age 15 may not be counted. Earnings of a child under age 18 may not be counted if the child is a full-time student.

<sup>10</sup> The earnings of any child under 18, or 19 if the child is working toward the attainment of a high school diploma or its equivalent, are exempt.

<sup>11</sup> Earned income is not counted if the child is 19 or younger, attending elementary or secondary school, and living with the applicant.

<sup>12</sup> Earnings of a child under age 15 or a child under age 18 who is attending public school are not counted.

<sup>13</sup> If a child is attending school, his or her income is not counted.

<sup>14</sup> An adult age 18 or older who is a full-time high school or post-secondary student may be considered a dependent if 50 percent or more of the adult student's support is provided by the parents, stepparents, guardians and their spouses, or eligible relative caregivers and their spouses residing in the same family. To include the adult student as a dependent in the family, the family must verify that it provides 50 percent or more of the student's support.

<sup>15</sup> The income of a full-time or part-time student under age 19 is not counted if he or she has not yet earned a high school diploma or GED.

<sup>16</sup> An applicant who has a child younger than 21 years old in the home attending school and/or disabled and is considered a dependent, should be counted as a household member.

<sup>17</sup> Adult siblings, age 18 and over, have the option of being counted as household members.

<sup>18</sup> The earned income of a dependent child who is attending elementary or high school, regardless of age, is excluded.

<sup>19</sup> Earnings are not counted if the child is age 18 or under and in school. Summer earnings of a child age 18 or under are not counted if the caseworker verifies the child will return to school in the fall.

- <sup>20</sup> If a sibling is attending high school, earnings are not counted. If earnings cannot be separated from those of other household members, total earnings are prorated equally among working members of the household and the sibling's portion is disregarded.
- <sup>21</sup> Earned income of a child through the age of 19 is not counted if the child is a full-time student in high school or its equivalent.
- <sup>22</sup> Children and siblings are counted in the unit as long as they are dependent on the parent or applicant, regardless of age.
- <sup>23</sup> A district may elect to include 18, 19, or 20-year-old individuals in the same family unit. All individuals may be included or just those whose inclusion would benefit the family.
- <sup>24</sup> A sibling is counted if he or she is still in high school and scheduled to graduate before his or her 19th birthday.
- <sup>25</sup> Earnings of a minor child are not counted as long as the child is a full-time student.
- <sup>26</sup> Earnings of a child, age 17 or under, are not counted if the child is attending school full time or attending classes to obtain a GED.
- <sup>27</sup> A dependent child under the age of 18, or under the age of 19 if the child has a documented disability, is included in the unit.
- <sup>28</sup> Part-time income is not counted if the child or sibling is 18 or younger and in school.
- <sup>29</sup> Siblings up to 21 years of age may be included if they are participating in a special education program.
- <sup>30</sup> Income is not counted for dependent minors, defined as children under age 18, or dependent 18-year-olds.
- <sup>31</sup> Children under age 18 are included in the unit. If a child age 18 or over is a tax dependent of the applicant, he or she is included in the unit.
- <sup>32</sup> Earnings of minor children who are students at least half time are excluded, even during semester and vacation breaks.

**Table 8. Defining the Family Unit and Income: Treatment of Teen Parents, 2010**

State	Maximum Age a Parent is Considered a Teen	Treatment of a Teen Parent's Earnings	Definition of the Family Unit when the Teen Parent Has Siblings Receiving CCDF Funding	Definition of the Family Unit when the Teen Parent Has No Siblings Receiving CCDF Funding
Alabama	18 <sup>2</sup>	Fully counted	Teen, child, parent, and siblings form one unit	Parents/caretakers and minor siblings of the teen parent included
Alaska	17	Fully counted	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included
Arizona	19 <sup>3</sup>	Fully counted	Varies <sup>4</sup>	Varies <sup>5</sup>
Arkansas	17 <sup>6</sup>	Varies/partially counted <sup>7</sup>	Teen and child form one unit, and parent and siblings form another <sup>8</sup>	Only teen parent and child(ren) included <sup>8</sup>
California	18 <sup>9</sup>	Fully counted	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included
Colorado	21 <sup>10</sup>	Fully counted	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included
Connecticut	17	Fully counted	Teen, child, parent, and siblings form one unit <sup>11</sup>	Parents/caretakers and minor siblings of the teen parent included <sup>11</sup>
Delaware	17	Not counted	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included
DC	25 <sup>12</sup>	Not counted	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included
Florida	17 <sup>13</sup>	Fully counted	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included
Georgia	17	Not counted	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included
Hawaii	17 <sup>14</sup>	Varies/partially counted <sup>15</sup>	Teen, child, parent, and siblings form one unit	Parents/caretakers and minor siblings of the teen parent included
Idaho	17	Fully counted	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included
Illinois	19	Fully counted	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included
Indiana	17	Fully counted	Teen and child form one unit, and parent and siblings form another	Varies <sup>16</sup>
Iowa	17	Fully counted	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included
Kansas	17	Fully counted	Varies <sup>17</sup>	Varies <sup>17</sup>

**Table 8. Defining the Family Unit and Income: Treatment of Teen Parents, 2010**

State	Maximum Age a Parent is Considered a Teen	Treatment of a Teen Parent's Earnings	Definition of the Family Unit when the Teen Parent Has Siblings Receiving CCDF Funding	Definition of the Family Unit when the Teen Parent Has No Siblings Receiving CCDF Funding
Kentucky	19 <sup>18</sup>	Fully counted	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included
Louisiana	17	Fully counted	Teen, child, parent, and siblings form one unit	Parents/caretakers and minor siblings of the teen parent included
Maine	19 <sup>19</sup>	Fully counted	Varies <sup>20</sup>	Only teen parent and child(ren) included
Maryland	17	Varies/partially counted <sup>21</sup>	Varies <sup>22</sup>	Parents/caretakers and minor siblings of the teen parent included
Massachusetts	19	Fully counted	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included
Michigan	17 <sup>23</sup>	Varies/partially counted <sup>24</sup>	Teen, child, parent, and siblings form one unit	Parents/caretakers and minor siblings of the teen parent included
Minnesota	17	Varies/partially counted <sup>25</sup>	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included
Mississippi	17	Not counted	Varies <sup>26</sup>	Varies <sup>26</sup>
Missouri	17	Fully counted	Varies <sup>27</sup>	Varies <sup>27</sup>
Montana	19	Fully counted	Teen, child, parent, and siblings form one unit	Only teen parent and child(ren) included
Nebraska	18	Varies/partially counted <sup>28</sup>	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included
Nevada	17	Varies/partially counted <sup>29</sup>	Teen, child, parent, and siblings form one unit	Parents/caretakers and minor siblings of the teen parent included
New Hampshire	19 <sup>30</sup>	Varies/partially counted <sup>31</sup>	Teen, child, parent, and siblings form one unit	Parents/caretakers and minor siblings of the teen parent included
New Jersey	18	Fully counted	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included
New Mexico	19	Fully counted	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included
New York	20	Fully counted	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included
North Carolina	17	Fully counted	Varies <sup>32</sup>	Only teen parent and child(ren) included
North Dakota	20	Varies/partially counted <sup>33</sup>	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included

**Table 8. Defining the Family Unit and Income: Treatment of Teen Parents, 2010**

State	Maximum Age a Parent is Considered a Teen	Treatment of a Teen Parent's Earnings	Definition of the Family Unit when the Teen Parent Has Siblings Receiving CCDF Funding	Definition of the Family Unit when the Teen Parent Has No Siblings Receiving CCDF Funding
Ohio	17	Fully counted	Teen, child, parent, and siblings form one unit <sup>34</sup>	Parents/caretakers of the teen parent included <sup>34</sup>
Oklahoma	17	Fully counted	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included
Oregon	17	Varies/partially counted <sup>35</sup>	Varies <sup>35</sup>	Varies <sup>35</sup>
Pennsylvania	17	Not counted <sup>36</sup>	Varies <sup>27</sup>	Only teen parent and child(ren) included
Rhode Island	19	Fully counted	Varies <sup>37</sup>	Varies <sup>37</sup>
South Carolina	17 <sup>38</sup>	Fully counted	Varies <sup>39</sup>	Varies <sup>39</sup>
South Dakota	19	Fully counted	Teen and child form one unit, and parent and siblings form another <sup>40</sup>	Only teen parent and child(ren) included <sup>40</sup>
Tennessee	19	Fully counted	Varies <sup>41</sup>	Varies <sup>42</sup>
Texas	19 <sup>43</sup>	Fully counted	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included
Utah	17	Fully counted	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included
Vermont	--- <sup>1</sup>	Fully counted	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included
Virginia	17	Not counted	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included
Washington	21	Fully counted	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included
West Virginia	17	Fully counted	Teen and child form one unit, and parent and siblings form another <sup>44</sup>	Only teen parent and child(ren) included <sup>44</sup>
Wisconsin	19 <sup>45</sup>	Not counted <sup>46</sup>	Teen, child, parent, and siblings form one unit	Parents/caretakers and minor siblings of the teen parent included
Wyoming	17	Fully counted	Varies <sup>47</sup>	Varies <sup>47</sup>
American Samoa	17	Varies/partially counted <sup>48</sup>	Varies <sup>49</sup>	Varies <sup>49</sup>
Guam	18 <sup>50</sup>	Varies/partially counted <sup>51</sup>	--- <sup>1</sup>	--- <sup>1</sup>
No Mariana Islands	18 <sup>52</sup>	Varies/partially counted <sup>53</sup>	Teen, child, parent, and siblings form one unit	Parents/caretakers and minor siblings of the teen parent included

**Table 8. Defining the Family Unit and Income: Treatment of Teen Parents, 2010**

State	Maximum Age a Parent is Considered a Teen	Treatment of a Teen Parent's Earnings	Definition of the Family Unit when the Teen Parent Has Siblings Receiving CCDF Funding	Definition of the Family Unit when the Teen Parent Has No Siblings Receiving CCDF Funding
Puerto Rico	20	Not counted	---	---
Virgin Islands	19	Fully counted	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included

Source: CCDF Policies Database October 1, 2010 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> The maximum age is 18 if the parent remains in high school or its equivalent.

<sup>3</sup> A minor parent is a parent under age 18. A teen parent is a parent age 13 through 19.

<sup>4</sup> Policies for minor and teen parents vary. When the siblings of a minor parent receive subsidized care, the minor parent, child, adult parent, and siblings form one unit.

<sup>5</sup> If the parent of the minor intends to claim either the minor or the minor's child as a dependent, they are both included in the unit. If the parent does not intend to count either the minor or the minor's child as a dependent, the minor and the minor's child are counted as a separate unit.

<sup>6</sup> An individual under the age of 18 is considered an emancipated minor and allowed to apply for child care assistance if one of the following conditions exists: the individual is legally emancipated by court order; the individual is currently or previously married; or the individual is living outside the home of a custodial adult with no plans to return and no indication that his or her parent or custodians regard themselves as being responsible for his or her care and control. All other applicants must be at least 18 years of age and must have full-time physical custody of the child.

<sup>7</sup> Parents attending high school full time are excluded from income requirements. If the teen parent is not attending high school full time and is considered an emancipated minor, he or she is treated the same as an adult applicant.

<sup>8</sup> This policy applies to emancipated minors, who are considered and treated like adult applicants.

<sup>9</sup> The maximum age is 17 if the teen parent is not attending high school.

<sup>10</sup> A parent is considered a teen parent up to the end of the month of his or her 19th birthday, or up to the end of the month of the 22nd birthday if he or she is attending high school, a GED program, or junior high or middle school and his or her child was born prior to the parent's 20th birthday.

<sup>11</sup> Any individuals who are counted as part of the family unit for TANF are also counted as part of the family unit for child care assistance.

<sup>12</sup> A parent age 25 or younger who lives with a parent or guardian and attends high school or college is considered a young adult and treated the same as a teen parent.

<sup>13</sup> The maximum age applies unless the parent is married or emancipated.

<sup>14</sup> Teen parents may be eligible for care if they meet the eligibility criteria and are not living in the same household as their adult parents or caretakers.

<sup>15</sup> Income is counted if the teen parent is an emancipated minor.

<sup>16</sup> The minor parent and his or her children are considered a separate family unless the minor parent is not the primary caregiver of his or her children, in which case the minor parent and his or her children are considered part of the CCDF unit of their mutual caregiver.

<sup>17</sup> When a minor teen parent needs child care to finish high school or obtain a GED, the minor's caretaker is included in the unit. The teen parent's siblings are not included.

<sup>18</sup> A teen parent is defined as being age 19 or younger and actively seeking a high school diploma or GED.

<sup>19</sup> The teen parent must reside with his or her child and attend a secondary school or GED equivalency program.

<sup>20</sup> The family unit composition is decided on a case-by-case basis.

<sup>21</sup> A disregard of 5,000 dollars of a family's annual gross income per child is allowed if the minor parent is attending public school full time.

<sup>22</sup> Teen parents apply as the head of household. When an adult parent has physical custody of children in need of care, another unit is established with the adult listed as head of household. The adult parent is still considered part of the unit in the teen parent's case.

<sup>23</sup> The applicant must be unmarried to be considered a minor parent.

- <sup>24</sup> Earnings are not counted if the teen parent is under age 18, attending school, and living with someone who provides care or supervision.
- <sup>25</sup> The income of a full-time or part-time student under age 19 is not counted if he or she has not yet earned a high school diploma or GED.
- <sup>26</sup> Any parent enrolled full time in high school or in a GED program may apply for child care as a separate family unit.
- <sup>27</sup> A minor parent has the option of being considered a separate family unit.
- <sup>28</sup> Earnings are not counted if the child is age 18 or under and in school. Summer earnings of a child age 18 or under are not counted if the caseworker verifies the child will return to school in the fall.
- <sup>29</sup> If a teen is attending high school, earnings are not counted. If earnings cannot be separated from those of other household members, total earnings are prorated equally among working members of the household and the teen's portion is disregarded.
- <sup>30</sup> Full-time students with a biological, foster, step, guardianship, or adoptive relationship to a parent in the household may be considered teen parents through age 19.
- <sup>31</sup> Income is counted unless the individual is under age 20 and attending high school or its equivalent full time.
- <sup>32</sup> The teen parent is counted in the adult parent's unit, but the teen parent's child is not.
- <sup>33</sup> The income of a teen parent participating in the Crossroads program is exempt.
- <sup>34</sup> A minor parent who participates in the learning, earning, and parenting (LEAP) program may apply for child care benefits on his or her own. The family is then defined as the minor parent and the children of the minor parent.
- <sup>35</sup> Minor parents who are employed and request a separate employment-related day care case are considered the caretaker of their own unit and their income is counted. If they do not request a separate case, they may be included in the adult parent's unit, and the income of the minor parent is not counted.
- <sup>36</sup> The teen parent cannot be emancipated.
- <sup>37</sup> If the teen parent is under the age of 16 and not an emancipated minor, the parent or legal guardian of the teen parent is included in the unit.
- <sup>38</sup> In order to apply for child care, the parent must be 18 or within six months of turning 18. If the parent is not 18, he or she must be legally emancipated in order to apply for child care. If the minor is not legally emancipated, the minor's parent must apply for child care and meet all eligibility criteria. Teen parents under 18 receiving TANF do not have to be emancipated in order to receive child care.
- <sup>39</sup> If the minor is legally emancipated, he or she is counted as a separate unit. If the minor is not emancipated, the minor and parents are counted as one unit.
- <sup>40</sup> If a minor parent has a child, he or she is considered the applicant and must meet the minimum work or school requirements.
- <sup>41</sup> The parents of the minor parent are included in the unit but not the siblings.
- <sup>42</sup> A minor parent under age 18 may be considered a separate household if he or she is legally emancipated.
- <sup>43</sup> A person can be considered a teen parent through age 19 if he or she is attending high school or its equivalent.
- <sup>44</sup> The minor and child form one unit as long as the minor parent has legal custody of the child.
- <sup>45</sup> The parent must be enrolled in a high school or GED program to be considered a teen parent.
- <sup>46</sup> All earned income of minors is excluded, including earned income of minors in supervised independent living situations.
- <sup>47</sup> If all three generations are part of the same TANF payment unit, they are considered one unit; otherwise the minor and child form one unit, and the minor's parents and siblings form another unit.
- <sup>48</sup> If the teen parent is in school, income is not counted.
- <sup>49</sup> Grandparents may include grandchildren in the unit if they have legally adopted the children or if they provide more than 50 percent of the care for the children.
- <sup>50</sup> A teen parent is an unmarried parent who is under the age of 19, has not received a high school diploma or GED, lives in the home of his or her parent or guardian, and attends a high school program.
- <sup>51</sup> A teen parent's income is excluded if the teen parent and offspring reside with the teen's parents, an adult relative, or a legal guardian, and the teen parent is attending school.
- <sup>52</sup> The applicant must be unmarried, attending high school or a GED program, and be living with a parent, adult relative, or legal guardian.
- <sup>53</sup> Earnings of minor children who are students at least half-time are excluded, even during semester and vacation breaks.

**Table 9. Defining the Family Unit and Income: Treatment of Step-Parents and Temporarily Absent Parents, 2010**

State	If a Step-Parent is Included when Defining the Family Size	Treatment of a Step-Parent's Earnings (When Included in Family Size)	How Blended Families are Treated when Defining the Family Size <sup>2</sup>	Treatment of a Temporarily Absent Parent's Earnings (When Included in Family Size)
Alabama	Always included	Fully counted	The parents and children form one unit	Fully counted
Alaska	Always included	Fully counted	Each parent forms one unit with their children	Fully counted
Arizona	Always included	Fully counted	The parents and children form one unit	Fully counted
Arkansas	Always included	Fully counted	The parents and children form one unit	--- <sup>1</sup>
California	Always included	Fully counted	The parents and children form one unit	Fully counted
Colorado	Always included	Fully counted	The parents and children form one unit	Varies/partially counted <sup>3</sup>
Connecticut	Always included	Fully counted	The parents and children form one unit	Fully counted
Delaware	Always included	Fully counted	The parents and children form one unit	Fully counted
DC	Never included	NA	Each parent forms one unit with their children	Not counted
Florida	Always included	Fully counted	The parents and children form one unit	Not counted
Georgia	Always included	Fully counted	The parents and children form one unit	Varies/partially counted <sup>4</sup>
Hawaii	Always included	Fully counted	The parents and children form one unit	Varies/partially counted <sup>5</sup>
Idaho	Always included	Fully counted	Each parent forms one unit with their children	Fully counted
Illinois	Always included	Fully counted	The parents and children form one unit	Fully counted
Indiana	Always included	Fully counted	The parents and children form one unit	Fully counted
Iowa	Always included	Fully counted	The parents and children form one unit	Fully counted
Kansas	Always included	Fully counted	The parents and children form one unit	Fully counted
Kentucky	Always included	Fully counted	The parents and children form one unit	Fully counted <sup>6</sup>
Louisiana	Always included	Fully counted	The parents and children form one unit	Fully counted
Maine	Always included	Fully counted	The parents and children form one unit	Fully counted
Maryland	Always included	Fully counted	The parents and children form one unit	Fully counted
Massachusetts	Always included	Fully counted	The parents and children form one unit	Not counted
Michigan	Always included	Fully counted	The parents and children form one unit	Fully counted

**Table 9. Defining the Family Unit and Income: Treatment of Step-Parents and Temporarily Absent Parents, 2010**

State	If a Step-Parent is Included when Defining the Family Size	Treatment of a Step-Parent's Earnings (When Included in Family Size)	How Blended Families are Treated when Defining the Family Size <sup>2</sup>	Treatment of a Temporarily Absent Parent's Earnings (When Included in Family Size)
Minnesota	Always included	Fully counted	The parents and children form one unit	Fully counted
Mississippi	Always included	Fully counted	The parents and children form one unit	Fully counted
Missouri	Always included	Fully counted	The parents and children form one unit	Fully counted
Montana	Always included	Fully counted	The parents and children form one unit	Fully counted
Nebraska	Always included	Fully counted	The parents and children form one unit	Fully counted
Nevada	Always included	Fully counted	---	Fully counted
New Hampshire	Always included	Fully counted	The parents and children form one unit	Fully counted
New Jersey	Varies <sup>7</sup>	Fully counted	The parents and children form one unit	Fully counted
New Mexico	Always included	Fully counted	The parents and children form one unit	Fully counted
New York	Always included	Fully counted	The parents and children form one unit	Varies/partially counted <sup>8</sup>
North Carolina	Never included	NA	Each parent forms one unit with their children	Fully counted
North Dakota	Always included	Fully counted	Each parent forms one unit with their children	Fully counted
Ohio	Always included	Fully counted	The parents and children form one unit	Fully counted
Oklahoma	Always included	Fully counted	The parents and children form one unit	Fully counted
Oregon	Always included	Fully counted	The parents and children form one unit	Fully counted
Pennsylvania	Always included	Varies/partially counted <sup>9</sup>	The parents and children form one unit	Not counted
Rhode Island	Always included	Fully counted	The parents and children form one unit	Not counted
South Carolina	Always included	Fully counted	The parents and children form one unit	Fully counted
South Dakota	Always included	Fully counted	The parents and children form one unit	Varies/partially counted <sup>10</sup>
Tennessee	Always included	Fully counted	The parents and children form one unit	Fully counted
Texas	Always included	Fully counted	The parents and children form one unit	Fully counted
Utah	Always included	Fully counted	The parents and children form one unit	Fully counted
Vermont	Always included	Fully counted	The parents and children form one unit	Fully counted
Virginia	Always included	Fully counted	The parents and children form one unit <sup>11</sup>	Fully counted

**Table 9. Defining the Family Unit and Income: Treatment of Step-Parents and Temporarily Absent Parents, 2010**

State	If a Step-Parent is Included when Defining the Family Size	Treatment of a Step-Parent's Earnings (When Included in Family Size)	How Blended Families are Treated when Defining the Family Size <sup>2</sup>	Treatment of a Temporarily Absent Parent's Earnings (When Included in Family Size)
Washington	Always included	Fully counted	The parents and children form one unit	Fully counted
West Virginia	Always included	Fully counted	The parents and children form one unit	Fully counted
Wisconsin	Always included	Fully counted	The parents and children form one unit	Fully counted
Wyoming	Always included	Fully counted	The parents and children form one unit	Fully counted
American Samoa	Always included	Fully counted	The parents and children form one unit	--- <sup>1</sup>
Guam	Always included	Fully counted	The parents and children form one unit	--- <sup>1</sup>
No Mariana Islands	Always included	Fully counted	--- <sup>1</sup>	--- <sup>1</sup>
Puerto Rico	Always included	Fully counted	--- <sup>1</sup>	Varies/partially counted <sup>12</sup>
Virgin Islands	Always included	Fully counted	The parents and children form one unit	Fully counted

Source: CCDF Policies Database October 1, 2010 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> For the purposes of the CCDF Policies Database, blended families are defined as families consisting of married parents with no children in common.

<sup>3</sup> If the parent is involuntarily removed from the home, his or her income is not counted.

<sup>4</sup> Income is counted for parents absent from the home due to military or work assignments.

<sup>5</sup> Income is counted if the parent continues to maintain responsibility for the care, education, and financial support of the child.

<sup>6</sup> Earnings of a temporarily absent parent are counted. Earnings of a parent who is absent from the household for thirty days or more due to incarceration or hospitalization are not counted and the parent is not included in the unit.

<sup>7</sup> If the step-parent is legally responsible for the child, he or she is included.

<sup>8</sup> Income is counted if the individual is contributing or required to contribute to the needs of the household.

<sup>9</sup> There is a step-parent deduction if the child requesting care is not his or her biological child. The deduction varies by family size and county. If care is needed for either a child in common or his or her own children, the step-parent's income is fully counted.

<sup>10</sup> If the parent is absent because of work or school, his or her income is counted. If the parent is incarcerated for at least 30 consecutive days, his or her income is not counted.

<sup>11</sup> Unmarried couples are treated as one unit if the couples are cohabiting as man and wife.

<sup>12</sup> Income earned by parents who are migrant farm workers is taken into consideration during the time period in which they are employed.

**Table 10. Defining the Family Unit and Income: Treatment of Non-Parent Relative Caretakers, 2010<sup>1</sup>**

State	If a Relative Caretaker is Included when Defining the Family Size	Treatment of a Relative Caretaker's Earnings (When Included in Family Size)
Alabama	Varies <sup>2</sup>	Fully counted
Alaska	Never included	NA
Arizona	Varies <sup>3</sup>	Fully counted
Arkansas	Always included	Fully counted
California	Never included	NA
Colorado	Always included	Fully counted
Connecticut	Varies <sup>4</sup>	Fully counted
Delaware	Never included	NA
DC	Varies <sup>5</sup>	Not counted
Florida	Varies <sup>6</sup>	Fully counted <sup>6</sup>
Georgia	Always included	Fully counted
Hawaii	Always included	Fully counted
Idaho	Always included	Fully counted
Illinois	Always included	Varies/partially counted <sup>7</sup>
Indiana	Always included	Fully counted
Iowa	Never included	NA
Kansas	Always included	Fully counted
Kentucky	Always included	Fully counted
Louisiana	Always included	Fully counted
Maine	Never included <sup>8</sup>	NA
Maryland	Always included	Fully counted
Massachusetts	Always included	Fully counted
Michigan	Varies <sup>9</sup>	Fully counted
Minnesota	Always included	Fully counted
Mississippi	Always included <sup>10</sup>	Fully counted
Missouri	Always included	Fully counted
Montana	Always included <sup>11</sup>	Fully counted
Nebraska	Always included	Fully counted
Nevada	Varies <sup>12</sup>	Fully counted
New Hampshire	Always included	Varies/partially counted <sup>13</sup>
New Jersey	Varies <sup>14</sup>	Fully counted
New Mexico	Varies <sup>15</sup>	Fully counted
New York	Never included	NA
North Carolina	Never included	NA
North Dakota	Always included	Fully counted
Ohio	Always included	Fully counted
Oklahoma	Varies <sup>16</sup>	Fully counted
Oregon	Always included	Fully counted
Pennsylvania	Always included	Fully counted
Rhode Island	Always included	Fully counted
South Carolina	Always included <sup>17</sup>	Fully counted
South Dakota	Varies <sup>18</sup>	Not counted
Tennessee	Always included	Fully counted
Texas	Always included <sup>19</sup>	Fully counted
Utah	Always included <sup>20</sup>	Fully counted

**Table 10. Defining the Family Unit and Income: Treatment of Non-Parent Relative Caretakers, 2010<sup>1</sup>**

State	If a Relative Caretaker is Included when Defining the Family Size	Treatment of a Relative Caretaker's Earnings (When Included in Family Size)
Vermont	Always included <sup>21</sup>	Fully counted
Virginia	Always included <sup>22</sup>	Fully counted
Washington	Never included	NA
West Virginia	Always included <sup>23</sup>	Fully counted
Wisconsin	Always included <sup>20</sup>	Varies/partially counted <sup>24</sup>
Wyoming	Always included	Varies/partially counted <sup>25</sup>
American Samoa	Always included <sup>26</sup>	Fully counted
Guam	Always included	Fully counted
No Mariana Islands	Always included <sup>11</sup>	Fully counted
Puerto Rico	Always included <sup>27</sup>	Fully counted <sup>27</sup>
Virgin Islands	Varies <sup>28</sup>	Fully counted

Source: CCDF Policies Database October 1, 2010 Data

<sup>1</sup> For the purposes of the CCDF Policies Database, a relative caretaker situation exists when the child lives with the relative, the relative has assumed responsibility for the care of the child, and the child's parents do not live in the home with the child.

<sup>2</sup> Caretakers are included in the unit unless they are foster parents referred by the foster care program, in which case they are allowed to apply for subsidies, but they are not counted in the family size.

<sup>3</sup> When care is requested for the related child only, the caretaker is not included in the unit. When care is requested for the caretaker's own children in addition to the related child, the unit consists of the caretaker, the other responsible person if applicable, their children, and the related child. If a caretaker requests child care for his or her own children as well as a child for whom he or she cares, the income of the caretaker and spouse or non-parent, relative caretaker and spouse is counted.

<sup>4</sup> A non-parent, relative caretaker is included in the unit when he or she is under the cash assistance program.

<sup>5</sup> A non-parent caretaker is included in the unit only if guardianship is documented.

<sup>6</sup> Foster parents and caretakers who fall under the relative caregiver category of care are not included in the unit and their income is not counted. If caretakers have legal responsibility for the child, they are included in the unit and their income is counted.

<sup>7</sup> The income of a caretaker relative who is not a parent or step-parent, is employed, and is the representative payee of a child who is receiving child-only or general assistance TANF is not counted for eligibility and copayment purposes. However, if the caretaker relative is in an education and training program, his or her income is counted for eligibility and copayment purposes.

<sup>8</sup> The child is considered a family of one.

<sup>9</sup> Non-parent caretakers are included in the unit if they are the applicant for child care, with the exception of legal guardians, who are not included in the unit if they are not requesting care for other children.

<sup>10</sup> A parent is defined as a mother or father by blood, marriage, or adoption, a legal guardian, or other person standing in loco parentis.

<sup>11</sup> A person acting in loco parentis is always counted as a household member.

<sup>12</sup> Any adult with court-ordered custody of the child is counted.

<sup>13</sup> If a caretaker requests child care for his or her own children as well as a child for whom he or she cares, the income of the caretaker and spouse or non-parent, relative caretaker and spouse is counted.

<sup>14</sup> If the caretaker is legally responsible for the child, he or she is included.

<sup>15</sup> Grandparents are counted if they are the legal guardians of the children. Grandparents and legal guardians are excluded from the unit for copayment calculations if they took custody of the children due to death of the parents or other documented circumstances such as mental or physical incapacity of the parents to care for the child.

<sup>16</sup> The caretaker is included if he or she is legally and financially responsible for the child.

<sup>17</sup> If the caretaker has either legal responsibility or has assumed full physical responsibility for the child, he or she is counted in the unit.

<sup>18</sup> The caretaker is counted in the unit if he or she has submitted a signed statement from the child's parents giving the caretaker parental control or provided court documentation giving parental control.

- <sup>19</sup> A non-parent caretaker is included in the unit if he or she is responsible for the care and supervision of the child.
- <sup>20</sup> The non-parent relative caretaker is included if the child is living with the caretaker and the parents are absent from the home.
- <sup>21</sup> Persons who live with, supervise, and care for a child or children whose parents do not live in the home are always included.
- <sup>22</sup> The caretaker is included in the unit if he or she is responsible for the day to day care and supervision of the child.
- <sup>23</sup> The non-parent caretaker is counted in the unit if he or she has been given custody or guardianship of the child by a court or taken full physical custody or responsibility for the child.
- <sup>24</sup> The earned or unearned income of foster parents, subsidized guardians, or kinship care relatives is not counted if they are applying for child care only for their foster or kinship care children.
- <sup>25</sup> The income of a non-parent caretaker is only counted if there is a court order specifying that he or she is financially responsible for the child.
- <sup>26</sup> Legal guardians and caretakers standing in loco parentis are included in the unit. A caretaker is considered to be standing in loco
- <sup>27</sup> A person who functions as a parent is considered part of the unit and his or her income is counted.
- <sup>28</sup> Caretakers are only included in the unit if they have legal guardianship.

**Table 11. Treatment of Various Types of Income and Benefits when Determining Eligibility, 2010**

State	TANF	SSI	SSDI	Net Self-Employment Income	Child Support	Value of SNAP Benefits
Alabama	Varies/partially counted <sup>2</sup>	Fully counted	Fully counted	Fully counted <sup>3</sup>	Counted for all children in the unit	Not counted
Alaska	Fully counted	Fully counted	Fully counted	Fully counted	Counted, but not specified for which children	Not counted
Arizona	Fully counted	Fully counted	Fully counted	Fully counted	Counted, but not specified for which children	Not counted
Arkansas	Varies/partially counted <sup>4</sup>	Varies/partially counted <sup>5</sup>	Fully counted	Fully counted	Counted, but not specified for which children <sup>6</sup>	Not counted
California	Fully counted	Not counted	Fully counted	Fully counted	Counted for all children in the unit <sup>7</sup>	Not counted
Colorado	Fully counted	Not counted	Not counted	Fully counted	Counted for all children in the unit	NA <sup>8</sup>
Connecticut	Not counted	Fully counted	Fully counted	Fully counted	Not counted	Not counted
Delaware	Not counted	Fully counted	Fully counted	Fully counted <sup>9</sup>	Counted for all children in the unit	Not counted
DC	Not counted	Not counted	Not counted	Fully counted	Counted only for CCDF-eligible children	Not counted
Florida	Fully counted	Varies/partially counted <sup>10</sup>	Varies/partially counted <sup>11</sup>	Fully counted	Counted for all children in the unit	NA <sup>8</sup>
Georgia	Not counted	Not counted	Not counted	Fully counted	Counted, but not specified for which children	Not counted
Hawaii	Fully counted	Fully counted	Fully counted	Fully counted	Counted, but not specified for which children	Not counted
Idaho	Varies/partially counted <sup>12</sup>	Fully counted	Fully counted	Fully counted <sup>13</sup>	Counted, but not specified for which children <sup>14</sup>	Not counted
Illinois	Fully counted	Fully counted	Fully counted	Fully counted	Counted, but not specified for which children	Not counted

**Table 11. Treatment of Various Types of Income and Benefits when Determining Eligibility, 2010**

State	TANF	SSI	SSDI	Net Self-Employment Income	Child Support	Value of SNAP Benefits
Indiana	Fully counted	Fully counted	Fully counted	Fully counted	Counted for all children in the unit	Not counted
Iowa	Fully counted	Fully counted	Fully counted	Fully counted	Counted, but not specified for which children	Not counted
Kansas	Not counted	Not counted	Fully counted	Fully counted	Counted, but not specified for which children	Not counted
Kentucky	Varies/partially counted <sup>15</sup>	Fully counted	Fully counted	Fully counted	Counted, but not specified for which children	Not counted
Louisiana	Not counted	Fully counted	Fully counted	Fully counted	Counted for all children in the unit	Not counted
Maine	Fully counted	Fully counted	Fully counted	Fully counted	Counted, but not specified for which children	Fully counted
Maryland	Not counted	Not counted	Fully counted	Fully counted	Counted for all children in the unit <sup>16</sup>	Not counted
Massachusetts	Varies/partially counted <sup>17</sup>	Fully counted	Fully counted	Fully counted	Counted for all children in the unit	Not counted
Michigan	Not counted	Varies/partially counted <sup>18</sup>	Fully counted	Fully counted	Counted for all children in the unit <sup>19</sup>	Not counted
Minnesota	Fully counted	Not counted	Fully counted	Fully counted	Counted, but not specified for which children	Not counted
Mississippi	NA <sup>20</sup>	Varies/partially counted <sup>10</sup>	Fully counted	Fully counted	Counted for all children in the unit	Not counted
Missouri	Fully counted	Varies/partially counted <sup>21</sup>	Fully counted	Fully counted	Counted, but not specified for which children	Not counted
Montana	Varies/partially counted <sup>22</sup>	Not counted	Fully counted	Fully counted	Counted, but not specified for which children	Not counted
Nebraska	Not counted	Fully counted	Fully counted	Fully counted	Counted for all children in the unit	Not counted

**Table 11. Treatment of Various Types of Income and Benefits when Determining Eligibility, 2010**

State	TANF	SSI	SSDI	Net Self-Employment Income	Child Support	Value of SNAP Benefits
Nevada	Fully counted	Not counted	Fully counted	Fully counted	Counted, but not specified for which children	Not counted
New Hampshire	Fully counted	Fully counted	Fully counted	Fully counted	Counted, but not specified for which children	Not counted
New Jersey	Fully counted	Fully counted	Fully counted	Fully counted	Counted for all children in the unit	Not counted
New Mexico	Fully counted	Not counted	Not counted	Fully counted	Counted, but not specified for which children	Not counted
New York	Fully counted	Fully counted	Fully counted	Fully counted	Counted, but not specified for which children <sup>23</sup>	Not counted
North Carolina	Not counted	Not counted	Fully counted	Fully counted	Counted, but not specified for which children	Not counted
North Dakota	Not counted	Fully counted	Fully counted	Fully counted	Counted, but not specified for which children	Not counted
Ohio	Not counted	Not counted	Fully counted	Fully counted	Counted for all children in the unit	Not counted
Oklahoma	Not counted	Varies/partially counted <sup>24</sup>	Fully counted	Fully counted <sup>25</sup>	Counted for all children in the unit	Not counted
Oregon	Fully counted <sup>26</sup>	Fully counted	Fully counted	Fully counted <sup>27</sup>	Counted for all children in the unit	Not counted
Pennsylvania	NA <sup>20</sup>	Fully counted	Fully counted	Fully counted	Counted, but not specified for which children	Not counted
Rhode Island	Fully counted	Fully counted	Fully counted	Fully counted	Counted for all children in the unit	Not counted
South Carolina	Fully counted	Not counted	Fully counted	Fully counted	Counted, but not specified for which children	Not counted
South Dakota	Fully counted	Not counted	Not counted	Fully counted	Counted for all children in the unit	Not counted

**Table 11. Treatment of Various Types of Income and Benefits when Determining Eligibility, 2010**

State	TANF	SSI	SSDI	Net Self-Employment Income	Child Support	Value of SNAP Benefits
Tennessee	Fully counted	Fully counted	Fully counted	Fully counted	Counted, but not specified for which children	Not counted
Texas	Fully counted	Fully counted	Fully counted	Fully counted	Counted for all children in the unit	Not counted
Utah	Not counted	Not counted <sup>28</sup>	Fully counted	Fully counted <sup>29</sup>	Counted for all children in the unit <sup>30</sup>	Not counted
Vermont	Not counted	Not counted	Not counted	Fully counted	Counted, but not specified for which children	Not counted
Virginia	Not counted	Not counted	Not counted	Fully counted	Counted, but not specified for which children <sup>31</sup>	Not counted
Washington	Varies/partially counted <sup>32</sup>	Fully counted	Fully counted	Fully counted <sup>33</sup>	Counted for all children in the unit	Not counted
West Virginia	Fully counted	Fully counted	Fully counted	Fully counted	Counted, but not specified for which children	Not counted
Wisconsin	Not counted	Fully counted	Fully counted	Fully counted	Not counted	Not counted
Wyoming	Fully counted	Not counted	Fully counted	Fully counted	Counted, but not specified for which children	Not counted
American Samoa	NA <sup>34</sup>	Fully counted	Fully counted	Fully counted	Counted for all children in the unit	Not counted
Guam	Fully counted	Fully counted	Fully counted	Fully counted	Counted, but not specified for which children	--- <sup>1</sup>
No Mariana Islands	NA <sup>34</sup>	Not counted	Not counted	Fully counted	--- <sup>1</sup>	Not counted
Puerto Rico	Not counted	Not counted	Not counted	Fully counted	Not counted	Not counted
Virgin Islands	Not counted	Not counted	Not counted	Fully counted	Counted, but not specified for which children	Not counted

Source: CCDF Policies Database October 1, 2010 Data

- <sup>1</sup> Information not found in state's manual.
- <sup>2</sup> If the TANF benefit amount is the sole reason for a family's income ineligibility, the TANF benefit is excluded for income eligibility purposes for six months.
- <sup>3</sup> Forty percent of income from self-employment is deducted to cover the cost of operating the business.
- <sup>4</sup> Income is counted except when the person designated to represent the household is a relative applying on behalf of a child for whom he or she has full-time custody.
- <sup>5</sup> Income is counted except when the person designated to represent the household is the recipient of SSI.
- <sup>6</sup> Child support payments are counted with the exception of portions of payments that are withheld from the recipient to cover recoupment, court, or other costs. Child support payments obtained through an interception of a state or federal income tax refund or an interception of a lump sum worker's compensation payment are also excluded. Child support payments collected by the state for TANF recipients which are obligated to the Child Support Enforcement Unit to maintain eligibility are also excluded.
- <sup>7</sup> If financial assistance is provided by the absent parent for housing or car expenses, that income is also counted.
- <sup>8</sup> Child care for SNAP participants is not provided under the state's primary child care subsidy program.
- <sup>9</sup> A standard deduction that is a percentage of the gross income applies to all families with costs to produce income. Self-employed households not claiming or verifying any costs to produce income do not get the deduction.
- <sup>10</sup> SSI income of adults in the household is counted. SSI income of children is not.
- <sup>11</sup> SSDI income of adults in the household is counted. SSDI income of children is not.
- <sup>12</sup> Income is counted as entered in the temporary assistance program. The child care assistance program does not add any income for families receiving temporary assistance. Child-only non-parent cases use the child care assistance income guidelines.
- <sup>13</sup> A standard deduction is determined by subtracting 50 percent of the gross monthly self-employment income.
- <sup>14</sup> Child support payments are counted as income. Payments made by the non-custodial parent designated for work-related child care costs are not counted as income and are subtracted from the child care expenses.
- <sup>15</sup> TANF child-only payments are excluded.
- <sup>16</sup> The first 2,500 dollars of child support lump sum payments or arrearages are disregarded.
- <sup>17</sup> If the applicant is not receiving TANF cash benefits, any cash benefits the applicant receives for a child in his or her care are counted.
- <sup>18</sup> SSI is not counted when determining eligibility and copayments for children receiving SSI. If the household is applying for child care for any other children not receiving SSI, SSI is counted for determining eligibility for the other household members.
- <sup>19</sup> Child support that goes directly to pay a creditor or service supplier, or that is retained by the department, is excluded.
- <sup>20</sup> Eligibility for child care service for TANF parents is determined by the TANF case manager.
- <sup>21</sup> Income under an SSI plan for achieving self-support is not counted.
- <sup>22</sup> Only TANF cash assistance benefits, not including work support payments, and Tribal TANF benefits are counted.
- <sup>23</sup> Lump sum child support arrears are not counted as income.
- <sup>24</sup> Children who receive SSI are predetermined eligible and assigned no copayment. If other children in the household are applying for child care, the SSI income is counted in determining the copayment for the other household members.
- <sup>25</sup> The tax return for the previous year is used to determine self-employment income. If the tax return is no longer representative or the business is less than one year old, business records are used and a 50 percent deduction is given for expenses.
- <sup>26</sup> Pre-TANF and Post-TANF program payments are excluded.
- <sup>27</sup> The gross amount is used when there are no allowable costs. If there are allowable costs, a standard deduction is determined by subtracting 50 percent of the gross monthly self-employment income, or the actual costs are deducted from the gross amount when they exceed 50 percent.

<sup>28</sup> Any income, earned or unearned, of a household member receiving SSI, is not counted. The exception is child support income for a child in the household.

<sup>29</sup> A household may choose one of two options for claiming self-employment expenses. They may elect to have 40 percent of gross income deducted for business expenses or they may elect to claim actual expenses.

<sup>30</sup> The first 50 dollars of child support received by the household is deducted. Any child support paid directly to the child care provider is not counted.

<sup>31</sup> Lump sum child support income is not counted.

<sup>32</sup> When a TANF client starts a new job, TANF income may be exempted for three months.

<sup>33</sup> A client may verify itemized deductions or take a standard 100 dollar monthly deduction.

<sup>34</sup> This territory or outlying area does not have a TANF program.

**Table 12. Treatment of Various Types of Income and Benefits when Determining Eligibility, 2010 (continued)**

State	General Assistance <sup>2</sup>	Value of Housing Assistance	LIHEAP	Foster Care Income	EITC Refunds	Non-Recurring Lump Sum Income	Non-Recurring Gifts
Alabama	Fully counted	Not counted	Not counted	Not counted	Not counted	Fully counted	Not counted
Alaska	Fully counted	Varies/partially counted <sup>3</sup>	Not counted	--- <sup>1</sup>	Not counted	Counted if above 500 dollars	Counted if above 500 dollars
Arizona	Fully counted	Not counted	Not counted	Not counted	Not counted	Varies/partially counted <sup>4</sup>	Not counted
Arkansas	Fully counted	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted
California	Fully counted <sup>5</sup>	Fully counted	Not counted	Fully counted	Not counted	Varies/partially counted <sup>6</sup>	Not counted
Colorado	Fully counted	Not counted	Not counted	Not counted	Not counted	Fully counted	Fully counted
Connecticut	Fully counted	Not counted	Not counted	Not counted <sup>7</sup>	Not counted	Counted if above 600 dollars yearly	Counted if above 1,200 dollars yearly
Delaware	Fully counted	Not counted	Not counted	Not counted	Not counted	Fully counted	Not counted
DC	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted
Florida	Fully counted	Varies/partially counted <sup>8</sup>	Not counted	Not counted	Not counted	Not counted	Not counted
Georgia	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted
Hawaii	Fully counted	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted
Idaho	NA <sup>9</sup>	Not counted <sup>10</sup>	Not counted <sup>10</sup>	Varies/partially counted <sup>11</sup>	Not counted	Varies/partially counted <sup>12</sup>	Fully counted
Illinois	Fully counted	Not counted	Not counted	Not counted	Not counted	Varies/partially counted <sup>13</sup>	Not counted
Indiana	Fully counted	Not counted	Not counted	Not counted	Not counted	Fully counted <sup>14</sup>	Not counted
Iowa	Fully counted	Not counted	Not counted	Fully counted	Not counted	Not counted	Varies/partially counted <sup>15</sup>
Kansas	Not counted	Not counted	Not counted	Fully counted	Not counted	Not counted	Varies/partially counted <sup>16</sup>
Kentucky	Fully counted	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted
Louisiana	NA <sup>9</sup>	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted
Maine	Fully counted	Not counted	Not counted	Not counted	Varies/partially counted <sup>17</sup>	Not counted	Not counted
Maryland	Not counted	Not counted	Not counted	Not counted	Not counted	Varies/partially counted <sup>13</sup>	Not counted

**Table 12. Treatment of Various Types of Income and Benefits when Determining Eligibility, 2010 (continued)**

State	General Assistance <sup>2</sup>	Value of Housing Assistance	LIHEAP	Foster Care Income	EITC Refunds	Non-Recurring Lump Sum Income	Non-Recurring Gifts
Massachusetts	NA <sup>9</sup>	Not counted	Not counted	Not counted	Not counted	Varies/partially counted <sup>13</sup>	Not counted
Michigan	Not counted	Not counted	Not counted	Not counted	Not counted	Fully counted <sup>18</sup>	Counted if above 30 dollars quarterly
Minnesota	Fully counted	Not counted	Not counted	Not counted	Not counted	Varies/partially counted <sup>19</sup>	Varies/partially counted <sup>20</sup>
Mississippi	Not counted	Not counted	Not counted	Not counted	Not counted	Varies/partially counted <sup>21</sup>	Not counted
Missouri	Fully counted	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted
Montana	Varies/partially counted <sup>22</sup>	Not counted	Not counted	Not counted	Not counted	Fully counted	Counted if above 50 dollars
Nebraska	Not counted	Not counted	Not counted	Not counted <sup>23</sup>	Not counted	Varies/partially counted <sup>13</sup>	Not counted
Nevada	Fully counted	Not counted	Not counted	Not counted	Not counted	Varies/partially counted <sup>24</sup>	Counted if above 30 dollars quarterly <sup>25</sup>
New Hampshire	Fully counted	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted
New Jersey	Fully counted	Not counted	Not counted	Fully counted	Fully counted	Not counted	Not counted
New Mexico	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted	Fully counted
New York	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted
North Carolina	Not counted	Varies/partially counted <sup>26</sup>	Not counted	Not counted	Not counted	Not counted	Not counted
North Dakota	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted
Ohio	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted	Fully counted <sup>27</sup>
Oklahoma	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted	Counted if above 30 dollars quarterly <sup>28</sup>
Oregon	NA <sup>29</sup>	Varies/partially counted <sup>30</sup>	Not counted	Varies/partially counted <sup>31</sup>	Not counted	Not counted	Not counted
Pennsylvania	Fully counted	Not counted	Not counted	Not counted	Not counted	Counted if above 100 dollars	Counted if above 100 dollars yearly <sup>32</sup>
Rhode Island	Fully counted	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted
South Carolina	Fully counted	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted
South Dakota	Not counted	Not counted	Not counted	Not counted	Not counted	Fully counted	Not counted

**Table 12. Treatment of Various Types of Income and Benefits when Determining Eligibility, 2010 (continued)**

State	General Assistance <sup>2</sup>	Value of Housing Assistance	LIHEAP	Foster Care Income	EITC Refunds	Non-Recurring Lump Sum Income	Non-Recurring Gifts
Tennessee	NA <sup>9</sup>	Not counted	Not counted	Fully counted	Not counted	Not counted	Not counted
Texas	Fully counted	Not counted <sup>33</sup>	Not counted	Not counted	Not counted	Fully counted	Not counted
Utah	Not counted	Not counted	Not counted	Not counted	Not counted	Varies/partially counted <sup>34</sup>	Varies/partially counted <sup>35</sup>
Vermont	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted
Virginia	Not counted	Varies/partially counted <sup>36</sup>	Varies/partially counted <sup>37</sup>	Fully counted	Not counted	Not counted	Not counted <sup>38</sup>
Washington	Fully counted	Not counted	Not counted	Not counted	Not counted	Fully counted <sup>39</sup>	Not counted
West Virginia	Fully counted	Not counted	Not counted	Not counted	Not counted	Varies/partially counted <sup>13</sup>	Not counted <sup>40</sup>
Wisconsin	Fully counted	Not counted	Not counted	Not counted	Not counted	Varies/partially counted <sup>41</sup>	Not counted
Wyoming	Fully counted	Not counted	Not counted	Not counted	Not counted	Fully counted	Counted if above 50 dollars quarterly
American Samoa	Fully counted	--- <sup>1</sup>	--- <sup>1</sup>	Fully counted	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>
Guam	Fully counted	--- <sup>1</sup>	--- <sup>1</sup>	Fully counted	Not counted	Not counted	Fully counted
No Mariana Islands	Fully counted	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted
Puerto Rico	Not counted	Not counted	--- <sup>1</sup>	Not counted	--- <sup>1</sup>	Not counted	Not counted
Virgin Islands	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted

Source: CCDF Policies Database October 1, 2010 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> General assistance programs are state or locally funded assistance programs for low-income families.

<sup>3</sup> Federal non-cash benefits are excluded. Housing allowances or the fair market value of employer-provided housing are counted.

<sup>4</sup> Money received through lottery or gambling is counted.

<sup>5</sup> Public cash assistance is counted.

<sup>6</sup> The following are not counted in income: scholarships for educational purposes (except funding for living costs); tax refunds; GI Bill entitlements, hardship duty pay, hazardous duty pay, hostile fire pay, or imminent danger pay; insurance or court settlements (excluding lost wages and punitive damages); reimbursements for work-related expenses; disaster relief grants or payments (except portions for rental assistance or unemployment); adoption assistance payments. The following are counted in income: bonuses; gambling or lottery winnings; survivor or retirement benefits; inheritance; portion of student grants or scholarships not identified for education purposes such as tuition, books, or supplies; insurance or court settlements for lost wages or punitive damages; capital gains defined as net proceeds from sale of property or stocks.

<sup>7</sup> Foster children are a separate family unit of one. Their income does not count for the rest of the family.

- <sup>8</sup> Military FSSA housing assistance is fully counted. Housing assistance payments from HUD issued directly to a landlord are not counted.
- <sup>9</sup> The state does not have general assistance.
- <sup>10</sup> Assistance from another organization or agency to meet a specific need is not counted.
- <sup>11</sup> Income is not counted when determining eligibility for the foster child. Income is counted when determining eligibility for the foster parent's child.
- <sup>12</sup> Non-recurring lump sum income is not counted when it is used to pay medical bills for accidents or injuries or used to pay funeral or burial costs. Lump sum income, minus the exclusions, is counted in determining eligibility.
- <sup>13</sup> Lump sum inheritances or insurance payments are not counted. Other one time lump sum payments may be counted.
- <sup>14</sup> Lump sums received through life insurance, Social Security, inheritances, lawsuit settlements, annual employment bonuses, gambling, or lottery winnings are counted. The total lump sum is divided by 12 to calculate monthly earnings.
- <sup>15</sup> Gifts are counted if they are in the form of a cash payment, unless they are obtained and used under conditions that preclude their use for current living costs.
- <sup>16</sup> Income sources such as monetary gifts exceeding 50 dollars per month, royalties, trust fund income, or gambling winnings are counted.
- <sup>17</sup> State and local EITC payments are not excluded from income.
- <sup>18</sup> Lump-sum income, such as inheritances, insurance settlements and injury awards, are fully counted for the month they are received. With a single payment of benefits, such as veterans benefits and workers compensations, that includes both accumulated benefits and benefits intended as payment for the current month, only the current month portion should be counted as income.
- <sup>19</sup> Non-recurring lump sum income that is earmarked and used for a specific purpose is not counted. All other lump sum income is counted.
- <sup>20</sup> The income is not counted if funds are earmarked and used for a specific purpose or if funds are paid by a source other than the family directly to the family's child care provider. All other gifts are counted.
- <sup>21</sup> Bonuses are not considered for income calculation.
- <sup>22</sup> Assistance payments from other states are counted. Supportive services that are specified in a public assistance program are excluded.
- <sup>23</sup> Money received from participation in the foster grandparent program is not counted.
- <sup>24</sup> If a lump sum is provided to assist with burial, legal, medical bills, or replacement of damaged or lost possessions, any amount earmarked and used for the purpose for which it was paid is disregarded. The agency may ask for verification if expenses seem questionable.
- <sup>25</sup> Cash gifts or contributions are counted unless the gifts total 30 dollars or less in a three-month period per household member or the gift is received too irregularly to be reasonably anticipated.
- <sup>26</sup> Rental assistance provided by an organization on a regular basis is counted; subsidized housing and housing allotments paid directly to the landlord, including military housing allotments, are not counted.
- <sup>27</sup> Cash contributions received by the family from persons, organizations, or assistance agencies are fully counted.
- <sup>28</sup> Income received irregularly but in excess of 30 dollars per quarter is considered income unless it is from an excluded income source.
- <sup>29</sup> The state does not currently fund general assistance. When general assistance is funded, the payments are counted as unearned income.
- <sup>30</sup> Payments from HUD are excluded. Payments from the Youthbuild Program are counted as earned income.
- <sup>31</sup> The family unit can choose to include or exclude the foster child when determining family size. The foster care payment is counted as unearned income if the child is included in the unit; otherwise it is not counted.
- <sup>32</sup> Non-recurring cash gifts under 100 dollars per person per year are not counted.
- <sup>33</sup> Housing allowances from the military are not counted.
- <sup>34</sup> The lump sum payment of a type of income normally not counted is not counted. Insurance settlements for destroyed exempt property are not counted.

<sup>35</sup> Cash contributions from non-household members are counted. Irregular income such as donations, cash prizes, gifts, and awards are counted only if they can be reasonably anticipated in a month. Irregular income less than or equal to 30 dollars per household member per quarter year is not counted.

<sup>36</sup> Housing assistance is not counted if paid directly to the landlord. Housing assistance for military personnel is not counted if the individual is living on base and the entire assistance amount is deducted on the leave and earning statement.

<sup>37</sup> Energy assistance is not counted if the assistance is paid directly to the vendor.

<sup>38</sup> Monetary gifts for identifiable one-time occasions or normal annual occasions are disregarded.

<sup>39</sup> Lump sum income is divided by 12 to get a monthly income figure and applied for the remainder of the current eligibility period.

<sup>40</sup> Monetary gifts received on an infrequent basis, such as those received on birthdays or holidays, are not counted.

<sup>41</sup> Tax refunds are excluded for determining eligibility and copayment rates. All other non-recurring income is counted in the month it is received.

**Table 13. Income Disregards when Determining Eligibility, 2010**

State	Amount of Monthly Earned Income Disregard	Amount of Child Support Paid Outside of Household that is Deducted
Alabama	0	None
Alaska	0	--- <sup>1</sup>
Arizona	0	All
Arkansas	100 dollars <sup>2</sup>	None
California	0	All
Colorado	0	All
Connecticut	0	All
Delaware	0	None
DC	0	All
Florida	0	All <sup>3</sup>
Georgia	0	None
Hawaii	0	None
Idaho	0	All
Illinois	0	All
Indiana	0	None
Iowa	0	None
Kansas	0	None
Kentucky	0	All
Louisiana	0	None
Maine	0	All
Maryland	0 <sup>4</sup>	All
Massachusetts	0	All
Michigan	0	None
Minnesota	0	All
Mississippi	0	None
Missouri	0 <sup>5</sup>	None
Montana	0	All
Nebraska	0	None
Nevada	0	All
New Hampshire	0	None
New Jersey	0	None
New Mexico	0	None
New York	0	None
North Carolina	0	All
North Dakota	0 <sup>6</sup>	All
Ohio	0	All
Oklahoma	0	All <sup>7</sup>
Oregon	0	None
Pennsylvania	0	All
Rhode Island	0	None
South Carolina	0	None
South Dakota	4 percent <sup>8</sup>	All
Tennessee	0	All
Texas	0	None
Utah	100 dollars	All
Vermont	0	All
Virginia	0 <sup>9</sup>	All
Washington	0	All
West Virginia	0	None

<b>Table 13. Income Disregards when Determining Eligibility, 2010</b>		
State	Amount of Monthly Earned Income Disregard	Amount of Child Support Paid Outside of Household that is Deducted
Wisconsin	0	None
Wyoming	200 dollars <sup>10</sup>	None
American Samoa	0	None
Guam	--- <sup>1</sup>	--- <sup>1</sup>
No Mariana Islands	0	None
Puerto Rico	15 percent <sup>11</sup>	None
Virgin Islands	20 percent <sup>12</sup>	None

Source: CCDF Policies Database October 1, 2010 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> Each adult household member who is employed at least 30 hours per week receives a 100 dollar work-related deduction from his or her gross income to account for withholding and other mandatory work-related expenses. The only exception to this policy is an adult who is excluded from being counted in the household because of alien status.

<sup>3</sup> The applicant must have a court order and pay stubs showing that the child support is being deducted from wages or copies of checks or money orders showing child support is being paid out.

<sup>4</sup> A disregard of 5,000 dollars of a family's annual gross income per child is allowed if a minor parent is attending public school full time or if the adult with physical custody of the child is not the child's parent.

<sup>5</sup> Any monthly medical insurance premium for physician, vision, dental, or cancer insurance, medical supplement policies, or nursing care is deducted from income. For clients participating in the Dislocated Worker Program or the Adult Worker Program there is a 30 plus one-third disregard for child care assistance.

<sup>6</sup> The value of the third check received during the month by clients who are paid bi-weekly will be disregarded. The value of the fifth check in a month will be disregarded when a client is paid weekly.

<sup>7</sup> Child support must be court-ordered.

<sup>8</sup> Gross income is adjusted with a 4 percent income disregard. Families with children with advanced special needs can receive a 20 percent income disregard, along with consideration of income at a maximum of 85 percent of the state median income.

<sup>9</sup> Earnings of less than 25 dollars per month are disregarded.

<sup>10</sup> There is a 200 dollar income disregard for each working adult whose income is used in determining eligibility.

<sup>11</sup> There is a special discount for residents of Vieques and Culebra Municipalities and a 15 percent discount for the increased cost of living for families not residing in Vieques and Culebra.

<sup>12</sup> There is an income disregard for families with children with special needs enrolled in Head Start or private centers equal to the amount of medical and rehabilitative services incurred.

**Table 14. Initial Eligibility Thresholds By Family Size: Maximum Monthly Countable Income to Initially Qualify for CCDF Subsidies, 2010 <sup>1</sup>**

State	Family Size				
	1	2	3	4	5
Alabama	1173	1578	1984	2389	2794
Alaska	NA	3516	3854	4190	4433
Arizona	1490	2005	2518	3033	3548
Arkansas	1589	2037	2262	2695	3040
California	3518	3518	3769	4188	4858
Colorado <sup>2</sup>	NA	2732	3434	4136	4835
Connecticut	2202	2880	3558	4235	4913
Delaware	1806	2430	3052	3676	4300
DC	2256	3035	3815	4594	5373
Florida <sup>3</sup>	1354	1821	2289	2756	3224
Georgia	1387	1867	2347	2827	3307
Hawaii	2431	3179	3927	4675	5423
Idaho	NA	1540	1932	2323	2715
Illinois	NA	2429	3052	3675	4299
Indiana	1146	1542	1938	2334	2729
Iowa <sup>4</sup>	1309	1762	2213	2665	3118
Kansas	NA	2246	2823	3400	3976
Kentucky <sup>5</sup>	NA	1821	2289	2756	3224
Louisiana	NA	2557	3158	3760	4362
Maine	2256	3035	3815	4594	5373
Maryland	1547	2023	2499	2975	3451
Massachusetts	NA	2793	3450	4107	4764
Michigan	1607	1607	1990	2367	2746
Minnesota <sup>6</sup>	NA	2222	2745	3268	3791
Mississippi	NA	2333	2917	3417	4000
Missouri	1212	1584	1960	2333	2704
Montana	NA	1821	2289	2756	3224
Nebraska	NA	1458	1831	2206	2580
Nevada	2231	2917	3604	4290	4977
New Hampshire	2257	3036	3815	4594	5373
New Jersey <sup>7</sup>	1805	2428	3052	3675	4298
New Mexico	NA	2428	3052	3675	4298
New York	1805	2428	3052	3675	4298
North Carolina	1933	2528	3123	3718	4312
North Dakota	NA	1994	2463	2933	3402
Ohio	NA	1822	2289	2757	3224
Oklahoma <sup>8</sup>	NA	2425	2925	3625	3625
Oregon	NA	2247	2823	3400	3976
Pennsylvania	1805	2428	3052	3675	4298
Rhode Island	NA	2186	2747	3308	3869
South Carolina	1354	1821	2289	2756	3224
South Dakota	NA	2430	3052	3676	4300
Tennessee	NA	2183	2696	3210	3724
Texas <sup>9</sup>	1805	2428	3052	3675	4298
Utah	NA	2215	2737	3258	3779
Vermont	3050	3050	3050	3674	4298
Virginia <sup>10</sup>	1670	2247	2823	3400	3976

**Table 14. Initial Eligibility Thresholds By Family Size: Maximum Monthly Countable Income to Initially Qualify for CCDF Subsidies, 2010<sup>1</sup>**

State	Family Size				
	1	2	3	4	5
Washington	1580	2125	2671	3217	3761
West Virginia	1354	1821	2289	2756	3224
Wisconsin <sup>11</sup>	NA	2246	2823	3399	3976
Wyoming	NA	2732	3433	4134	4836
American Samoa	2431	3179	3927	4675	5423
Guam	1354	1821	2289	2756	3224
No Mariana Islands	903	1215	1596	1838	2149
Puerto Rico	935	1179	1423	1667	1911
Virgin Islands	NA	1558	1800	2023	2244

Source: CCDF Policies Database October 1, 2010 Data

<sup>1</sup> Family size refers to the number of household members included in the unit for determining eligibility. States determine which household members are included in the unit. This table does not capture eligibility threshold differences between various eligibility groups, such as TANF recipients.

<sup>2</sup> Policies coded for Denver County. In Colorado, counties may establish initial eligibility thresholds between 130 and 225 percent of the Federal Poverty Guidelines.

<sup>3</sup> Eligibility for families who are not TANF, transitional child care, or child protective services families is capped at 150 percent of the Federal Poverty Guidelines. Eligibility for TANF and transitional child care families is capped at 185 percent of the Federal Poverty Guidelines. Eligibility for child protective services families is capped at 200 percent of the Federal Poverty Guidelines.

<sup>4</sup> Families requiring care for children with special needs use a different set of eligibility thresholds. If a family has children that meet the criteria for special needs and children that do not meet the criteria for special needs, the caseworker uses both sets of thresholds to determine eligibility.

<sup>5</sup> Applicants whose state temporary assistance benefits were discontinued within 12 months of applying for child care are eligible if their income is at or below 165 percent of the Federal Poverty Guidelines.

<sup>6</sup> These thresholds also apply to applicants for transitional care who experienced a break in eligibility between TANF child care and transitional child care.

<sup>7</sup> New families applying for Abbott Wrap-Around Child Care are eligible at higher income thresholds, with incomes up to 250 percent of the Federal Poverty Guidelines.

<sup>8</sup> Eligibility thresholds vary based on both family size and the number of children in care. These thresholds assume a family size two has one child in care, a family size three has two children in care, and a family size four or more has three or more children in care. The threshold for any family size with one child in care is 2,425 dollars per month. The threshold for any family size with two children in care is 2,925 dollars per month. The threshold for any family size with three or more children in care is 3,625 dollars per month.

<sup>9</sup> Policies coded for the Gulf Coast Region. Across Texas, eligibility thresholds range from 150 percent of the Federal Poverty Guidelines to 85 percent of state median income.

<sup>10</sup> Policies coded for areas in Group III. Across Virginia, eligibility thresholds range from 150 to 185 percent of the Federal Poverty Guidelines.

<sup>11</sup> Families' income cannot exceed 185 percent of the Federal Poverty Guidelines, unless providing foster or kinship care (set at 200 percent of the Federal Poverty Guidelines).

**Table 15. Continuing Eligibility Thresholds By Family Size: Maximum Monthly Countable Income to Continue Receiving CCDF Subsidies, 2010 <sup>1</sup>**

State	If Thresholds Vary for Initial and Continuing Eligibility	Family Size				
		1	2	3	4	5
Alabama	Yes	1354	1821	2289	2756	3224
Alaska	No	NA	3516	3854	4190	4433
Arizona	No	1490	2005	2518	3033	3548
Arkansas	No	1589	2037	2262	2695	3040
California	No	3518	3518	3769	4188	4858
Colorado <sup>2</sup>	No	NA	2732	3434	4136	4835
Connecticut	Yes	3303	4320	5336	6353	7369
Delaware	No	1806	2430	3052	3676	4300
DC	Yes	2636	3447	4258	5070	5881
Florida	Yes	1805	2428	3052	3675	4298
Georgia	No	1387	1867	2347	2827	3307
Hawaii	No	2431	3179	3927	4675	5423
Idaho	No	NA	1540	1932	2323	2715
Illinois	No	NA	2429	3052	3675	4299
Indiana	Yes	1534	2064	2594	3124	3654
Iowa <sup>3</sup>	No	1309	1762	2213	2665	3118
Kansas	No	NA	2246	2823	3400	3976
Kentucky <sup>4</sup>	Yes	NA	2003	2518	3032	3546
Louisiana	No	NA	2557	3158	3760	4362
Maine	No	2256	3035	3815	4594	5373
Maryland	No	1547	2023	2499	2975	3451
Massachusetts	Yes	NA	4747	5864	6981	8098
Michigan	No	1607	1607	1990	2367	2746
Minnesota	Yes	NA	3168	3913	4659	5404
Mississippi	No	NA	2333	2917	3417	4000
Missouri <sup>5</sup>	Yes	1327	1734	2145	2553	2960
Montana	No	NA	1821	2289	2756	3224
Nebraska	No	NA	1458	1831	2206	2580
Nevada	No	2231	2917	3604	4290	4977
New Hampshire	No	2257	3036	3815	4594	5373
New Jersey <sup>6</sup>	Yes	2256	3035	3815	4594	5373
New Mexico	No	NA	2428	3052	3675	4298
New York	No	1805	2428	3052	3675	4298
North Carolina	No	1933	2528	3123	3718	4312
North Dakota	No	NA	1994	2463	2933	3402
Ohio	Yes	NA	2429	3052	3675	4299
Oklahoma	No	NA	2425	2925	3625	3625
Oregon	No	NA	2247	2823	3400	3976
Pennsylvania	Yes	2121	2853	3586	4318	5051
Rhode Island	No	NA	2186	2747	3308	3869
South Carolina	Yes	1579	2125	2670	3216	3761
South Dakota	No	NA	2430	3052	3676	4300
Tennessee	No	NA	2183	2696	3210	3724
Texas <sup>7</sup>	Yes	2297	3004	3710	4417	5124
Utah	Yes	NA	2769	3421	4072	4724
Vermont	No	3050	3050	3050	3674	4298
Virginia <sup>8</sup>	No	1670	2247	2823	3400	3976

**Table 15. Continuing Eligibility Thresholds By Family Size: Maximum Monthly Countable Income to Continue Receiving CCDF Subsidies, 2010 <sup>1</sup>**

State	If Thresholds Vary for Initial and Continuing Eligibility	Family Size				
		1	2	3	4	5
Washington	No	1580	2125	2671	3217	3761
West Virginia	Yes	1670	2246	2823	3399	3976
Wisconsin <sup>9</sup>	Yes	NA	2428	3052	3675	4298
Wyoming	No	NA	2732	3433	4134	4836
American Samoa	No	2431	3179	3927	4675	5423
Guam	No	1354	1821	2289	2756	3224
No Mariana Islands	No	903	1215	1596	1838	2149
Puerto Rico	No	935	1179	1423	1667	1911
Virgin Islands	No	NA	1558	1800	2023	2244

Source: CCDF Policies Database October 1, 2010 Data

<sup>1</sup> Family size refers to the number of household members included in the unit for determining eligibility. States determine which household members are included in the unit. This table does not capture eligibility threshold differences between various eligibility groups, such as TANF recipients.

<sup>2</sup> Policies coded for Denver County. Counties may establish continuing eligibility thresholds between 130 percent of the Federal Poverty Guidelines and 85 percent of state median income.

<sup>3</sup> Families requiring care for children with special needs use a different set of eligibility thresholds. If a family has children that meet the criteria for special needs and children that do not meet the criteria for special needs, the caseworker uses both sets of thresholds to determine eligibility.

<sup>4</sup> Applicants whose state temporary assistance benefits were discontinued within 12 months of applying for child care are eligible if their income is at or below 165 percent of the Federal Poverty Guidelines.

<sup>5</sup> If an applicant is already receiving child care and his or her income increases to between 127 percent and 139 percent of the Federal Poverty Guidelines, he or she is classified under transitional child care. The applicant will then receive 75 percent of the calculated benefit amount. As a result of the reduced reimbursement rate, the individual may be responsible for paying the provider more than the copayment amount required by the agency.

<sup>6</sup> New families applying for Abbott Wrap-Around Child Care are eligible at higher income thresholds, with incomes up to 250 percent of the Federal Poverty Guidelines.

<sup>7</sup> Policies coded for the Gulf Coast Region. Across Texas, eligibility thresholds range from 150 percent of the Federal Poverty Guidelines to 85 percent of state median income.

<sup>8</sup> Policies coded for areas in Group III. Across Virginia, eligibility thresholds range from 150 to 185 percent of the Federal Poverty Guidelines.

<sup>9</sup> Families' income cannot exceed 200 percent of the Federal Poverty Guidelines. If a family's income exceeds 200 percent of the Federal Poverty Guidelines for two consecutive months, the subsidy will be discontinued.

**Table 16. Assets Test, 2010**

State	Maximum Countable Assets	Exempted Value of a Vehicle
Alabama	No limit	No limit
Alaska	No limit	No limit
Arizona	No limit	No limit
Arkansas	No limit	No limit
California	No limit	No limit
Colorado	No limit	No limit
Connecticut	No limit	No limit
Delaware	No limit	No limit
DC	No limit	No limit
Florida	No limit	No limit
Georgia	No limit	No limit
Hawaii	No limit	No limit
Idaho	No limit	No limit
Illinois	No limit	No limit
Indiana	No limit	No limit
Iowa	No limit	No limit
Kansas	No limit	No limit
Kentucky	No limit	No limit
Louisiana	No limit	No limit
Maine	No limit	No limit
Maryland	No limit	No limit
Massachusetts	No limit	No limit
Michigan	No limit	No limit
Minnesota	No limit	No limit
Mississippi	No limit	No limit
Missouri	No limit	No limit
Montana	No limit	No limit
Nebraska	6,000 dollars	12,000 dollar market value of one vehicle <sup>2</sup>
Nevada	No limit	No limit
New Hampshire	No limit	No limit
New Jersey	No limit	No limit
New Mexico	No limit	No limit
New York	No limit	No limit
North Carolina	No limit	No limit
North Dakota	No limit	No limit
Ohio	No limit	No limit
Oklahoma	No limit	No limit
Oregon	No limit	No limit
Pennsylvania	No limit	No limit
Rhode Island	10,000 dollars	NA <sup>3</sup>
South Carolina	No limit	No limit
South Dakota	No limit	No limit
Tennessee	No limit	No limit
Texas	No limit	No limit
Utah	No limit	No limit
Vermont	No limit	No limit
Virginia	No limit	No limit
Washington	No limit	No limit
West Virginia	No limit	No limit
Wisconsin	No limit	No limit
Wyoming	No limit	No limit

<b>Table 16. Assets Test, 2010</b>		
State	Maximum Countable Assets	Exempted Value of a Vehicle
American Samoa	No limit	No limit
Guam	--- <sup>1</sup>	--- <sup>1</sup>
No Mariana Islands	No limit	No limit
Puerto Rico	--- <sup>1</sup>	--- <sup>1</sup>
Virgin Islands	No limit	No limit

Source: CCDF Policies Database October 1, 2010 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> The limit applies to the family's first motor vehicle or the vehicle with the greatest fair market value.

<sup>3</sup> Only liquid assets are counted for the assets test.

**Table 17. Application Procedures, 2010 <sup>2</sup>**

State	Method for Submitting Application	Within How Many Days Applicant Must Be Notified of Eligibility After Submitting the Application
Alabama	In-person <sup>3</sup>	30
Alaska	In-person	30
Arizona	In-person, mail, fax, email <sup>4</sup>	30
Arkansas	--- <sup>1</sup>	7 <sup>5</sup>
California	In-person	30
Colorado	In-person, mail	15
Connecticut	In-person, mail	30
Delaware	In-person, mail, fax, online	30
DC	In-person	30
Florida	In-person, mail, fax, email, online, phone	Other <sup>6</sup>
Georgia	In-person, mail, fax, email, online, phone	30 <sup>7</sup>
Hawaii	In-person, mail <sup>8</sup>	10 <sup>9</sup>
Idaho	In-person, mail, fax	NA <sup>10</sup>
Illinois	In-person, mail, fax	30 <sup>11</sup>
Indiana	In-person	Other <sup>12</sup>
Iowa	In-person, mail, online	30 <sup>13</sup>
Kansas	In-person, mail, fax, online	30
Kentucky	In-person <sup>14</sup>	30
Louisiana	In-person, mail, fax, email, online	30
Maine	In-person, mail	30
Maryland	In-person, mail	30
Massachusetts	In-person, mail, fax	Other <sup>15</sup>
Michigan	In-person, mail, fax	45
Minnesota	In-person, mail	30 <sup>16</sup>
Mississippi	In-person, mail	14
Missouri	In-person, mail	15
Montana	In-person, mail, fax	30
Nebraska	In-person, mail, fax, email, online	30 <sup>17</sup>
Nevada	In-person, mail, fax	30
New Hampshire	In-person	30
New Jersey	In-person, mail	45
New Mexico	In-person, mail	14 <sup>18</sup>
New York	In-person, mail	45 <sup>19</sup>
North Carolina	In-person, mail	30
North Dakota	In-person, mail, fax	15 <sup>20</sup>
Ohio	In-person, mail, fax, email, online	30
Oklahoma	In-person, mail, fax, email	Other <sup>21</sup>
Oregon	In-person, mail <sup>22</sup>	45
Pennsylvania	In-person, mail, fax, online	30
Rhode Island	In-person	Other <sup>23</sup>
South Carolina	In-person, mail, fax, email	15 <sup>24</sup>
South Dakota	In-person, mail, fax, email, online	10 <sup>25</sup>
Tennessee	In-person, mail, fax, online <sup>26</sup>	15 <sup>27</sup>
Texas	In-person, mail, fax, email, online	20

**Table 17. Application Procedures, 2010 <sup>2</sup>**

State	Method for Submitting Application	Within How Many Days Applicant Must Be Notified of Eligibility After Submitting the Application
Utah	In-person, mail, fax, online	30
Vermont	In-person, mail, fax	--- <sup>1</sup>
Virginia	In-person	30
Washington	In-person, mail, fax, online, phone <sup>28</sup>	30
West Virginia	In-person	13 <sup>29</sup>
Wisconsin	In-person, mail, fax, online	9 <sup>30</sup>
Wyoming	In-person, mail, fax	30
American Samoa	In-person	10 <sup>31</sup>
Guam	In-person, mail	10 <sup>32</sup>
No Mariana Islands	In-person	15
Puerto Rico	In-person	30
Virgin Islands	In-person	Other <sup>33</sup>

Source: CCDF Policies Database October 1, 2010 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> Policies for initial application procedures are captured. Policies for submitting information during the redetermination process are not included.

<sup>3</sup> Families enrolled in TANF work programs, families with members in protective services, and families with members in foster care may use a written referral from the appropriate department.

<sup>4</sup> No face-to-face interview is required if the information needed for determining eligibility is already on file with the department or if the required information can be obtained through another method.

<sup>5</sup> Once all required information has been received, the state has seven days to either deny the application or approve the family for benefits.

<sup>6</sup> This policy is decided at the local level. However, TANF and child protective services cases are required to have action taken within 10 days.

<sup>7</sup> The caseworker has 30 calendar days to determine eligibility beginning the day after the interview.

<sup>8</sup> The initial application must be submitted in writing.

<sup>9</sup> The agency must give timely notice of 10 days when the application is denied.

<sup>10</sup> There is no requirement.

<sup>11</sup> All applicants must receive either an approval, denial, or request for more information form within 30 calendar days from the date the application is received.

<sup>12</sup> The applicant is notified at the time of the appointment.

<sup>13</sup> If the application is denied for failure to provide requested information, the applicant is entitled to a 14-day grace period to supply the missing information and have eligibility determined without having to file a new application.

<sup>14</sup> The applicant may submit the form indicating he or she intends to apply for child care services by mail, but the applicant must meet with the caseworker in order to complete the application. If the applicant is physically unable to complete an in person interview, he or she may designate a representative to complete the application process. CPS cases and participants in the state's transitional assistance program who are working, in a work program, or teen parents attending high school or GED classes apply through a different department and are not required to complete the interview.

<sup>15</sup> Applicants must be notified within 10 days if the application is denied, but there is no requirement for when applicants must be notified if the application is approved.

<sup>16</sup> The response time can be extended 15 days with the applicant's consent.

<sup>17</sup> The caseworker must take action on the application within 30 days of receipt of the application, and a notice of action must be sent to the applicant.

<sup>18</sup> The applicant is notified immediately if he or she submits all required documentation at the time of application. Otherwise, the applicant is given 14 days to submit documentation and then notified of eligibility.

- <sup>19</sup> Eligibility decisions must be made within 30 calendar days from the date of application, and a written notice must be sent to the family within 15 calendar days of the eligibility decision.
- <sup>20</sup> The application must be acted upon within 15 days unless there are extenuating circumstances, such as an applicant waiting for a provider to become licensed.
- <sup>21</sup> The worker must determine eligibility within two working days of completing an interview and receiving all verification.
- <sup>22</sup> For clients transitioning from TANF, the application for child care assistance can be made by a phone call or office visit by either the worker or the client, a notice returned by the client by mail, or any other method that results in enough information to determine eligibility and benefit level.
- <sup>23</sup> Applicants receive timely notice. The application must be completed within 30 days.
- <sup>24</sup> The caseworker must make every effort to enter the application into the child care database within 15 calendar days of receiving the complete application. Once the applicant is in the database, an eligibility letter is sent to the client.
- <sup>25</sup> Eligibility is determined within 10 days and then a written notice is sent to the family.
- <sup>26</sup> The online option for submitting the application is available if the individual is applying for TANF and child care.
- <sup>27</sup> Teen parent applications must be processed within 10 days.
- <sup>28</sup> Applicants may apply by telephone through the state's call center.
- <sup>29</sup> Applicants receive an eligibility decision during in-person application if they have provided all requested information. If additional information is needed, it must be provided to the caseworker and eligibility must be determined within 13 days.
- <sup>30</sup> The agency must determine eligibility within seven days and the client must be issued a child care authorization within two business days after eligibility is determined. If the client has not selected an approved provider, the authorization may be delayed.
- <sup>31</sup> Eligibility determination must be made within 10 days and the applicant must be given notice, either hand delivered or mailed.
- <sup>32</sup> Eligibility is determined within 10 work days.
- <sup>33</sup> Applicants make an appointment to submit paperwork and complete the application process. Eligibility is determined during that appointment.

**Table 18. Information that Must be Verified with Documentation When Applying for CCDF Subsidies, 2010 <sup>2</sup>**

State	Applicant Identity	Household Composition	Applicant's Relationship to Child	Employment	Income	Child's Immunization Record <sup>3</sup>
Alabama	Yes	Yes	Yes	Yes	Yes	No
Alaska	Yes	Yes	Yes	Yes	Yes	No
Arizona	Yes <sup>4</sup>	No	Varies <sup>5</sup>	Yes	Yes <sup>6</sup>	No
Arkansas	No <sup>7</sup>	Yes	Yes	Yes	Yes <sup>8</sup>	No
California	No	Yes	Yes	Yes	Yes <sup>9</sup>	Varies <sup>10</sup>
Colorado	Yes	No	Yes	Yes	Yes <sup>11</sup>	Varies <sup>12</sup>
Connecticut	Yes <sup>13</sup>	No <sup>14</sup>	No <sup>14</sup>	Yes	Yes	No <sup>15</sup>
Delaware	No	No	No	Yes	Yes	No
DC	Yes	Yes	Yes	Yes	Yes	Yes
Florida	Yes	No <sup>16</sup>	No <sup>16</sup>	Yes	Yes	Yes <sup>17</sup>
Georgia	Yes	Yes	Yes	Yes	Yes	Varies <sup>18</sup>
Hawaii	Yes	Yes	Yes	No	Yes	No
Idaho	No	No	No	Yes	Yes	Yes
Illinois	Yes	Yes	Yes	Yes	Yes	No
Indiana	Yes	Yes <sup>19</sup>	Varies <sup>20</sup>	Yes	Yes	No
Iowa	No <sup>16</sup>	No <sup>16</sup>	No <sup>16</sup>	Yes	Yes <sup>21</sup>	No
Kansas	No	No <sup>16</sup>	No	Yes	Yes	No
Kentucky	Yes	Yes	Yes	Yes	Yes	Varies <sup>22</sup>
Louisiana	No	No <sup>16</sup>	No	Yes	Yes	Yes
Maine	Yes	No	No	No	Yes	No
Maryland	No	No	No	Yes	Yes	Yes
Massachusetts	Yes	No	Yes	Yes	Yes	No
Michigan	Yes	No <sup>16</sup>	No <sup>16</sup>	Yes	Yes	No
Minnesota	Yes	No <sup>23</sup>	Yes	Yes	Yes	No
Mississippi	Yes	Yes	Yes	Yes	Yes	No
Missouri	Yes	Yes	Yes	Yes	Yes	Yes
Montana	Yes	Yes	Yes	Yes	Yes	No
Nebraska	No <sup>16</sup>	No <sup>16</sup>	No <sup>16</sup>	Yes	Yes <sup>24</sup>	No
Nevada	Yes	No <sup>16</sup>	Yes	Yes	Yes <sup>25</sup>	No
New Hampshire	Yes	Yes	Yes	Yes	Yes	No
New Jersey	Yes	No	Yes	Yes	Yes	No
New Mexico	Yes	Yes	Yes	Yes	Yes	No

**Table 18. Information that Must be Verified with Documentation When Applying for CCDF Subsidies, 2010 <sup>2</sup>**

State	Applicant Identity	Household Composition	Applicant's Relationship to Child	Employment	Income	Child's Immunization Record <sup>3</sup>
New York	Yes	Yes	Yes	Yes <sup>26</sup>	Yes	No
North Carolina	No	No	No	No	Yes	No
North Dakota	No	Yes	No <sup>27</sup>	No	Yes	No
Ohio	No	No	No	Yes	Yes	No
Oklahoma	Yes	No <sup>16</sup>	No	Yes	Yes <sup>28</sup>	No
Oregon	No <sup>29</sup>	No <sup>29</sup>	No <sup>29</sup>	Yes	Yes	No <sup>29</sup>
Pennsylvania	Yes	Yes	Yes	Yes	Yes	No
Rhode Island	--- <sup>1</sup>	--- <sup>1</sup>	Yes	Yes	Yes	--- <sup>1</sup>
South Carolina	No	No	No	Yes	Yes	No
South Dakota	No	No	Varies <sup>30</sup>	Yes	Yes	No
Tennessee	No	Yes	Yes	Yes	Yes	Varies <sup>31</sup>
Texas	Yes	Yes	Yes	Yes	Yes	No
Utah	Yes	No <sup>16</sup>	Yes	Yes	Yes	No
Vermont	No	No	Varies <sup>32</sup>	Yes	Yes	No
Virginia	No	No	No	Yes	Yes <sup>33</sup>	Varies <sup>34</sup>
Washington	Yes	No	Yes	Yes	Yes	No
West Virginia	Yes	No <sup>16</sup>	No	Yes	Yes	No
Wisconsin	Yes	Yes	Yes	Yes	Yes	No
Wyoming	Yes	No	Yes	Yes	Yes	No
American Samoa	Yes	Yes	Yes	Yes	Yes	Yes
Guam	Yes	Yes	No	Yes	Yes	No
No Mariana Islands	Yes	Yes	Yes	Yes	Yes	No
Puerto Rico	Yes	Yes	Varies <sup>35</sup>	Varies <sup>36</sup>	Yes	Yes
Virgin Islands	No	No	Varies <sup>37</sup>	Yes	Yes	Yes

Source: CCDF Policies Database October 1, 2010 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> When the applicant is required to submit documentation, it is counted as verification. If the applicant is only required to make a verbal statement, it is not counted as verification for the purposes of the CCDF Policies Database.

<sup>3</sup> This variable captures whether information must be verified with the lead agency at the time of application. In many cases, the provider is required to maintain immunization records. While not captured here, this information can be found in the full database detail.

<sup>4</sup> Applicants with current or prior cash assistance cases or food stamp cases are exempt from identification verification since their information is already in the system.

- <sup>5</sup> Verification is not required for natural, step, or adoptive parents.
- <sup>6</sup> Applicants who have an open cash assistance, food stamp, or medical assistance case in the system are not required to provide documentation.
- <sup>7</sup> While not required for eligibility, the agency attempts to verify a valid Social Security Number for every household member for identification purposes.
- <sup>8</sup> If the family has an open TANF or SNAP case, the state has the option of using income information available from the state information system, unless it is over 30 days old, or re-verifying income information.
- <sup>9</sup> Families with children who are eligible for reasons other than income, such as being homeless, at risk of abuse or neglect, or receiving cash aid, may not be required to verify income.
- <sup>10</sup> Documentation of immunization records is not required for children receiving services in licensed facilities or in public or private elementary schools.
- <sup>11</sup> Applicants must submit written verification of all earned and unearned income. Verbal attestation can be provided at the time of application, but written verification must be submitted within 30 days.
- <sup>12</sup> Verification must be provided to either the child care provider or the county, as required by the county policy.
- <sup>13</sup> A condition is considered verified when the available evidence indicates that it is more likely to be true than not. The department will not deny assistance, discontinue a family's benefits, or reduce a family's benefits if the parent can establish good cause for not providing the requested verification.
- <sup>14</sup> The agency may require verification if the caseworker has reason to believe the client provided incorrect information. A condition is considered verified when the available evidence indicates that it is more likely to be true than not. The department will not deny assistance, discontinue a family's benefits, or reduce a family's benefits if the parent can establish good cause for not providing the requested verification.
- <sup>15</sup> The agency may require verification if the child is in unregulated care and the caseworker has reason to believe the client provided incorrect information. A condition is considered verified when the available evidence indicates that it is more likely to be true than not. The department will not deny assistance, discontinue a family's benefits, or reduce a family's benefits if the parent can establish good cause for not providing the requested verification.
- <sup>16</sup> The agency may require verification if the caseworker has reason to believe the client provided incorrect information.
- <sup>17</sup> Service may be terminated if a child's medical records are not up to date.
- <sup>18</sup> Immunizations must be verified for children in regulated child care settings, children in public school settings, or children who receive TANF benefits.
- <sup>19</sup> Documentation to verify the identity of other children and adult members in the unit is required.
- <sup>20</sup> The relationship to the child does not have to be verified, except for foster parents applying for care for a foster child.
- <sup>21</sup> Applicants receiving protective child care services, participating in the TANF work program, or receiving TANF are not required to verify income.
- <sup>22</sup> Documentation is not required if the child is currently attending a licensed child care center, certified child care home, public school, Head Start, or other type of care that requires proof of immunization for enrollment.
- <sup>23</sup> With the exception of the parental relationship, household composition does not need to be verified unless questionable.
- <sup>24</sup> A declaration from the client is acceptable regarding unearned income, unless the client has a history of program abuse.
- <sup>25</sup> TANF cash assistance case referrals from the department do not have to verify income. The income statement on the referral form is accepted.
- <sup>26</sup> Policy coded for New York City.
- <sup>27</sup> The agency may require verification if the case worker has reason to believe the client provided incorrect information.
- <sup>28</sup> Income is not verified for caretakers who are not legally and financially responsible for the child. Adopted families do not have to verify income when the child was adopted through the state's department of human services or a federally recognized Indian tribe by the parent who is applying for benefits, the parent has an adoption assistance agreement, both the adoptive parent and child reside in the state, the child is age five or younger, and need for care is for employment only.
- <sup>29</sup> Anything questionable that affects eligibility or benefit level must be verified.
- <sup>30</sup> Applicants who have accepted parental control of the children must provide documentation.

<sup>31</sup> Documentation is not required for children placed in regulated care since licensed providers are required to document child immunizations.

<sup>32</sup> If the applicant is not the biological, adoptive, or foster parent of the child for whom he or she is requesting a child care subsidy, it must be verified through court documentation that the applicant is the legal guardian.

<sup>33</sup> The local agency should accept a parent's written statement that he or she has no income unless there is reason to doubt the statement.

<sup>34</sup> If the child is already enrolled in another program that requires immunization records, the documentation does not have to be verified.

<sup>35</sup> In cases where a family has agreed to relinquish custody of a minor to another family or individual, evidence of permanent or temporary custody issued by a court or the department for children and families is required.

<sup>36</sup> Documentation is only required to verify work hours for self-employed applicants.

<sup>37</sup> Applicants who are foster parents are required to have a letter documenting that they are the foster parent.

**Table 19. Redetermination Requirements, 2010**

State	Redetermination Period (in months) <sup>2</sup>	If New Documentation is Required During Redetermination	Number of Days that Individuals Will Be Notified Prior to an Adverse Subsidy Change
Alabama	6	Yes	10 <sup>3</sup>
Alaska	6	Yes <sup>4</sup>	NA <sup>5</sup>
Arizona	6	Yes	10 <sup>6</sup>
Arkansas	6 <sup>7</sup>	Yes	10
California	12 <sup>8</sup>	Yes	14 <sup>9</sup>
Colorado	6	Yes <sup>10</sup>	11
Connecticut	6	Yes	10
Delaware	12 <sup>11</sup>	Yes	10
DC	12	Yes	15
Florida	12 <sup>12</sup>	Yes	10 <sup>13</sup>
Georgia	12	Yes	12 <sup>14</sup>
Hawaii	6	Yes	10 <sup>15</sup>
Idaho	6 <sup>16</sup>	Yes	NA <sup>5</sup>
Illinois	6 <sup>17</sup>	Yes	10 <sup>18</sup>
Indiana	6	Yes	10 <sup>19</sup>
Iowa	6	Yes	10
Kansas	12	Yes	10
Kentucky	12	Yes	10 <sup>20</sup>
Louisiana	12	Yes	5 <sup>21</sup>
Maine	12 <sup>22</sup>	Yes	30
Maryland	12	Yes	5 <sup>23</sup>
Massachusetts	12 <sup>24</sup>	Yes	14
Michigan	12 <sup>25</sup>	Yes <sup>26</sup>	11 <sup>27</sup>
Minnesota	6	Yes	15
Mississippi	6 <sup>28</sup>	Yes	14
Missouri	12	Yes	Other <sup>29</sup>
Montana	6 <sup>30</sup>	Yes	10 <sup>31</sup>
Nebraska	12 <sup>32</sup>	Yes <sup>33</sup>	10 <sup>34</sup>
Nevada	6	Yes	10
New Hampshire	6	Yes	10 <sup>35</sup>
New Jersey	12	Yes	10
New Mexico	12 <sup>36</sup>	Yes	14
New York	12	Yes	10 <sup>37</sup>
North Carolina	12	Yes <sup>38</sup>	10
North Dakota	6 <sup>39</sup>	Yes	Other <sup>40</sup>
Ohio	12	Yes	15 <sup>41</sup>
Oklahoma	12	Yes	10 <sup>13</sup>
Oregon	6 <sup>42</sup>	Yes	10 <sup>13</sup>
Pennsylvania	6	Yes	10
Rhode Island	6 <sup>43</sup>	Yes	10 <sup>44</sup>
South Carolina	12	Yes	10
South Dakota	6 <sup>45</sup>	Yes	Other <sup>46</sup>

<b>Table 19. Redetermination Requirements, 2010</b>			
State	Redetermination Period (in months) <sup>2</sup>	If New Documentation is Required During Redetermination	Number of Days that Individuals Will Be Notified Prior to an Adverse Subsidy Change
Tennessee	6	Yes	10 <sup>13</sup>
Texas	Varies <sup>47</sup>	Yes	15
Utah	6	Yes	1 <sup>48</sup>
Vermont	12	Yes	--- <sup>1</sup>
Virginia	12	Yes <sup>49</sup>	10
Washington	6 <sup>50</sup>	Yes	10
West Virginia	6	Yes	13 <sup>51</sup>
Wisconsin	6 <sup>52</sup>	Yes	Other <sup>53</sup>
Wyoming	6	Yes	Other <sup>54</sup>
American Samoa	6	Yes	--- <sup>1</sup>
Guam	12	No <sup>55</sup>	--- <sup>1</sup>
No Mariana Islands	6	Yes	10
Puerto Rico	12	--- <sup>1</sup>	10
Virgin Islands	6	Yes	30 <sup>56</sup>

Source: CCDF Policies Database October 1, 2010 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> The redetermination period is how often the family's eligibility must be reviewed in order to continue receiving care.

<sup>3</sup> Individuals will be notified within 10 days unless advance notification requirements do not apply or a parent signs a written statement waiving the right to an advance notice.

<sup>4</sup> Families seeking to continue participation past their initial child care authorization period must complete a new application and an update interview, either in person or by telephone, at the end of their eligibility period.

<sup>5</sup> There is no requirement for notification.

<sup>6</sup> An advance notice of 10 days is required if the family will have an increase in its copayment. The change is effective the first day of the month following the expiration of the 10-day notice. If the family will have a decrease in its copayment, adequate notice is required, but a 10-day advance notice is not required.

<sup>7</sup> Students must complete the redetermination process before the start of each new school semester.

<sup>8</sup> If employment hours are unpredictable, redetermination must take place at least every four months. If a child is receiving care due to risk of abuse, neglect, or exploitation, eligibility is limited to three months, at which point the family must be redetermined eligible under a different need criteria.

<sup>9</sup> If notification is mailed, the number of days is extended to 19 days.

<sup>10</sup> Employed parents must submit written proof of employment, scheduled hours that child care is needed, and wage information. Self-employed parents must show a net profit from their self employment.

<sup>11</sup> Parents must complete an interim form every six months.

<sup>12</sup> Redetermination for protective services is every six months. Redetermination periods may vary by coalition, but the minimum is 12 months.

<sup>13</sup> Individuals are given 10-days notice prior to a decrease in benefits or other adverse action.

<sup>14</sup> Clients must be given timely notice of 12 days prior to fee increases, changes in eligible children, or sanctions. Adequate notice is required when fees are reduced or changes in rates were not previously reflected on the certificate for child care.

<sup>15</sup> Families are given timely notice of 10 days prior to an adverse action. Changes that result in higher benefits will take effect the first of the month following the month in which the change is reported. Timely notice is not required when the family requests that services end or when funds are not available.

<sup>16</sup> Redetermination is completed at least every six months. Redetermination is completed more often for protective service cases (every three months) and education activities (at the end of each semester or term).

- <sup>17</sup> Families must be redetermined every six months except when parents are enrolled in an education or training program that lasts less than six months, the family has a service plan that indicates the activity lasts less than six months, or the child is participating in an approved Head Start or Pre-K program.
- <sup>18</sup> Individuals are given 10-days notice when benefits are cancelled. Changes to copayments are implemented on the first of the month following notification of the change.
- <sup>19</sup> The rule applies to adverse actions, including a denial or termination of services, increased fees, or reduction of services.
- <sup>20</sup> Required notification varies. Changes that increase benefits do not require advance notice. Changes that decrease benefits require 10-days notice.
- <sup>21</sup> Notification is required within five work days.
- <sup>22</sup> Full redetermination is done at 12 months. At six months, the family must indicate that the information on file is still correct.
- <sup>23</sup> The family is entitled to five-working-days notice, which does not include state holidays.
- <sup>24</sup> Families are reassessed for eligibility every 12 months, unless the activity is scheduled to last fewer than 12 months (end of the semester for school activities), the activity is only authorized for 12 months (job search, maternal leave), or if the parent is newly employed (reassessed after eight weeks and then every 12 months). Families authorized by the TANF or child welfare agencies may be authorized for less than 12 months, depending on their needs. Families can request extensions for redetermination due to extraordinary circumstances such as the death or illness of a family member or a natural disaster.
- <sup>25</sup> Families are also subject to a mid-redetermination contact, during which verification of any changes in employment, need for care, or hours of care is required.
- <sup>26</sup> Income must be verified at redetermination.
- <sup>27</sup> A timely notice is mailed at least 11 days before an intended negative action takes effect. For an increase in benefits, notice is sent to the client at the same time an action takes effect.
- <sup>28</sup> In addition to redetermination after six months, if the next year's state funds are not enough to serve all eligible families and their providers, current parents and providers' child care certificates will end September 30. Parents and providers are required to re-apply beginning October 1, and parents are rolled-over based upon the established priorities.
- <sup>29</sup> An increase in the copayment will take affect the month after notice is sent. A decrease in the copayment will take affect in the month notice is sent.
- <sup>30</sup> Re-certification is conducted periodically, usually every six months.
- <sup>31</sup> Parents who are subject to an adverse action (denial, suspension, reduction, or termination of subsidy, or a repayment demand from the state) are entitled to mailed written notification 10 days prior to the adverse action. For all other changes to a parent's policy, the parent is notified in writing but there is no 10-day requirement.
- <sup>32</sup> Redetermination must be completed every 12 months by determining if the client still meets eligibility criteria, having the client complete a new application, and completing any necessary forms. Every six months, the caseworker must review the client's need for care.
- <sup>33</sup> The parent must complete a new application reflecting his or her current situation.
- <sup>34</sup> For termination or reduction of services, the client must be given 10-days notice. If fraud has been verified, notice of termination or reduction of services must be provided no later than the effective date of the action. No notice is required if the client did not complete the redetermination process at the end of the service period.
- <sup>35</sup> Notification varies. If the benefits will be decreased, the family is given notice 10 calendar days prior to the action. If the family moves from a lower income eligibility level to a higher income eligibility level or if there is a change in the expected copayment, the family is notified, but a 10-day notice is not required.
- <sup>36</sup> Participants in high school may redetermine upon the completion of the school year.
- <sup>37</sup> Ten-days notice is required if benefits will be reduced or the change will force the family to find different child care arrangements. Timely notice of 10 days is not required when benefits will increase.
- <sup>38</sup> Participants in the SNAP program do not have to provide new income documentation at redetermination.
- <sup>39</sup> Care is authorized for six months for employed households, allowable students, TANF recipients, families at risk of becoming dependent on TANF, and families transitioning off of TANF if the child receives SSI. Care is authorized for three months for job search activities and applicants who do not have current employment or will be starting new employment.
- <sup>40</sup> A 10-day notice is suggested, but not required.
- <sup>41</sup> When the department is proposing to reduce or terminate benefits, notice is sent no less than 15 days prior to the date of the proposed action.

<sup>42</sup> Recertification is generally required at six months. If the client has a companion SNAP case and is using the state's simplified reporting system, the recertification period is 12 months with changes reported at six months. The recertification period may be shorter if care is needed for fewer than six months.

<sup>43</sup> Families who qualify based on income eligibility are subject to redetermination every six months. Families who qualify based on participation in the state's TANF program are subject to redetermination every 12 months.

<sup>44</sup> Families must be notified at least 10 days prior to the effective date of a change that results in a reduction, suspension, or discontinuance of the subsidy.

<sup>45</sup> Assistance can be granted for a period of 12 months for applicants utilizing child care providers participating in the Head Start full-day/full-year program. Families transitioning off TANF can receive one year of continuous eligibility if their income does not exceed 85 percent of the state median income.

<sup>46</sup> Notice is sent to the client and provider no later than the date the provider would normally receive a child care payment.

<sup>47</sup> Redetermination periods are determined by each local area.

<sup>48</sup> The department must provide at least one-day advance notice on most negative actions.

<sup>49</sup> Redetermination is conducted in the same manner as initial determination, except the parent does not have to complete a new affidavit of citizenship.

<sup>50</sup> Families who receive the child care subsidy and have a child enrolled in Head Start, Early Head Start, or the state Pre-K program are redetermined after 12 months.

<sup>51</sup> The family must be notified at least 13 days prior to termination of services or any other negative action. Copayment increases resulting from redetermination are not considered negative actions and do not require a 13-day notice.

<sup>52</sup> In addition to the six-month review, applicants must complete a 12-month review in person or by phone.

<sup>53</sup> When service is terminated, the family is given 10-days notice. For changes in eligibility, the notice is issued the Monday following the date the worker enters the change into the system. If the change will occur more than 14 days in the future, the notice is sent 14 days prior to the change in eligibility.

<sup>54</sup> For adverse actions, adequate notice must be received by the family no later than the date the benefits would have been received. Notice is not required when benefits are increased.

<sup>55</sup> New documentation is not required unless there is a change in provider.

<sup>56</sup> If adjustments are made to the amount paid to the provider, both the parent and provider are notified at least one month in advance.

**Table 20. If Families Receiving Different Types of Benefits/Services are Exempt from Redetermination, 2010**

State	TANF	SNAP	Foster Care	Child Protective Services
Alabama	No	No	No	No
Alaska	No	No	No	No
Arizona	No	No	No	No
Arkansas	No	No	No	No
California	No	No	NA <sup>2</sup>	No
Colorado	Yes	NA <sup>3</sup>	NA <sup>2</sup>	NA <sup>4</sup>
Connecticut	No	No	No	No
Delaware	No	No	No	No
DC	No	No	No	No
Florida	No	NA <sup>3</sup>	No	No
Georgia	No	No	No	No
Hawaii	No	No	No	No
Idaho	No	No	No	No
Illinois	No	No	NA <sup>2</sup>	NA <sup>4</sup>
Indiana	No	No	No	No
Iowa	No	No	No <sup>5</sup>	No
Kansas	No	No	No	No
Kentucky	No <sup>6</sup>	No	NA <sup>2</sup>	No <sup>7</sup>
Louisiana	Yes	No	No	No
Maine	No	No	No	No
Maryland	No	No	NA <sup>2</sup>	NA <sup>4</sup>
Massachusetts	No	No	No	No
Michigan	No <sup>8</sup>	No <sup>8</sup>	No	No
Minnesota	No	No	NA <sup>2</sup>	NA <sup>4</sup>
Mississippi	No	No	No	No
Missouri	No	No	No	No
Montana	No	No	No	No
Nebraska	No	No	No	Yes <sup>9</sup>
Nevada	Yes	No	No	No
New Hampshire	No	No	No	No
New Jersey	No	No	No	No
New Mexico	No	No	No	No
New York	No <sup>10</sup>	No	No <sup>11</sup>	Yes <sup>12</sup>
North Carolina	No	No	No	No
North Dakota	No	No	NA <sup>2</sup>	NA <sup>4</sup>
Ohio	No	No	No	No
Oklahoma	No	No	No	No
Oregon	No	No <sup>13</sup>	No	NA <sup>4</sup>
Pennsylvania	No <sup>6</sup>	No	No	No
Rhode Island	No <sup>14</sup>	No	No	No
South Carolina	No	No	No	No
South Dakota	No	No	No	No
Tennessee	No	No	No	No
Texas	No	No	No	No
Utah	No	No	NA <sup>2</sup>	No
Vermont	No	No	No	No

**Table 20. If Families Receiving Different Types of Benefits/Services are Exempt from Redetermination, 2010**

State	TANF	SNAP	Foster Care	Child Protective Services
Virginia	No	No	NA <sup>2</sup>	No
Washington	No	No	NA <sup>2</sup>	NA <sup>4</sup>
West Virginia	No	No	No	No
Wisconsin	No	No	No	NA <sup>4</sup>
Wyoming	No	No	No	NA <sup>4</sup>
American Samoa	NA <sup>15</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>
Guam	No	No	No	No
No Mariana Islands	NA <sup>15</sup>	No	No	No
Puerto Rico	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>
Virgin Islands	No	No	No	No

Source: CCDF Policies Database October 1, 2010 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> Foster child care is not provided under the state's primary child care subsidy program.

<sup>3</sup> Child care for SNAP clients is not provided under the state's primary child care subsidy program.

<sup>4</sup> Child protective services child care is not provided under the state's primary child care subsidy program.

<sup>5</sup> Only relative foster families receive child care through the CCDF program.

<sup>6</sup> TANF applicants must complete redetermination with the department that determined their initial eligibility.

<sup>7</sup> Child protective services applicants must complete redetermination with the department that determined their initial eligibility.

<sup>8</sup> Redetermination periods for families participating in multiple programs are aligned so the families do not have to complete an additional redetermination for child care.

<sup>9</sup> Child protective services cases are not required to submit or resubmit application materials if a child abuse or neglect report has been filed or there is a court order.

<sup>10</sup> Districts that have an online inquiry system can verify TANF recipients every 12 months through the system instead of the usual redetermination process.

<sup>11</sup> Redeterminations are made at least every six months for a child in receipt of foster care maintenance payments.

<sup>12</sup> Policy coded for New York City.

<sup>13</sup> When the family has a companion SNAP case in the state's simplified reporting system, the eligibility period is extended to 12 months and aligned with the SNAP recertification process. In addition, SNAP families submit an interim change report during the sixth month of the SNAP eligibility period.

<sup>14</sup> Families who qualify based on participation in the state's TANF program are not exempt from redetermination, but they do have a different time frame for redetermination. They are subject to redetermination every 12 months, rather than every six months.

<sup>15</sup> This territory or outlying area does not have a TANF program.

**Table 21. Reporting Changes in Income, Employment, or Family Circumstances, 2010**

State	Within How Many Days the Individual Must Notify the Agency of Changes	If Changes in Employment Must Be Reported	If Changes in Income Must Be Reported	If Changes in Household Composition Must Be Reported
Alabama	10	Yes	Yes, all changes	Yes
Alaska	7	Yes	Yes, changes of 200 dollars or more monthly	Yes
Arizona	2	Yes	Yes, all changes	Yes
Arkansas	10	Yes	Yes, all changes	Yes
California	5	Yes	Yes, all changes	Yes <sup>1</sup>
Colorado	10	Yes	Yes, all changes	Yes
Connecticut	10	Yes	Yes, all changes	Yes
Delaware	10	Yes	Yes, changes of 75 dollars or more monthly	Yes
DC	3	Yes	Yes, all changes	Yes
Florida	10	Yes	Yes, all changes	Yes
Georgia	10	Yes	Yes, all changes	Yes
Hawaii	10	No	Other <sup>2</sup>	Yes
Idaho	10	Yes	Yes, all changes <sup>3</sup>	Yes
Illinois	5	Yes	Yes, all changes	Yes
Indiana	10	Yes <sup>4</sup>	No	Yes
Iowa	10	Yes	Yes, all changes	Yes
Kansas	10	Yes <sup>4</sup>	Yes, changes of more than 100 dollars monthly <sup>5</sup>	Yes
Kentucky	10	Yes	Yes, all changes	Yes
Louisiana	10	Yes	Yes, changes of more than 100 dollars monthly <sup>6</sup>	Yes
Maine	10	Yes	Yes, all changes	Yes
Maryland	10	Yes	Yes, all changes	Yes
Massachusetts	10	Yes	Other <sup>7</sup>	Yes
Michigan	10	Yes	Yes, changes of more than 50 dollars monthly <sup>8</sup>	Yes
Minnesota	10	Yes	Yes, all changes	Yes
Mississippi	10	Yes	Yes, all changes	Yes
Missouri	Other <sup>9</sup>	Yes	Yes, all changes	Yes
Montana	10	Yes	Yes, all changes	Yes
Nebraska	10	Yes	Yes, all changes	Yes
Nevada	10	Yes	Yes, all changes <sup>10</sup>	Yes
New Hampshire	10	Yes	Yes, all changes	Yes
New Jersey	10	Yes	Yes, all changes	Yes
New Mexico	14	Yes	No	Yes
New York	Other <sup>9</sup>	Yes	Yes, all changes	Yes
North Carolina	5	Yes	Yes, all changes	Yes
North Dakota	Other <sup>11</sup>	Yes	Yes, all changes	Yes
Ohio	10	Yes	Yes, all changes	Yes

**Table 21. Reporting Changes in Income, Employment, or Family Circumstances, 2010**

State	Within How Many Days the Individual Must Notify the Agency of Changes	If Changes in Employment Must Be Reported	If Changes in Income Must Be Reported	If Changes in Household Composition Must Be Reported
Oklahoma	10	Yes	Yes, all changes	Yes
Oregon	10 <sup>12</sup>	Yes <sup>13</sup>	Yes, all changes <sup>14</sup>	Yes <sup>15</sup>
Pennsylvania	10	Yes	No	Yes
Rhode Island	10	Yes	Yes, changes of 25 dollars or more monthly	Yes
South Carolina	10	Yes	Yes, all changes	Yes
South Dakota	5	Yes	Yes, all changes	Yes
Tennessee	10	Yes	Yes, all changes	Yes
Texas	10	Yes	Yes, all changes	Yes
Utah	10	Yes <sup>16</sup>	Other <sup>17</sup>	Yes
Vermont	10	Yes	Yes, all changes	Yes
Virginia	10	No	Other <sup>18</sup>	Yes
Washington	10 <sup>19</sup>	Yes	Yes, all changes	Yes
West Virginia	5	Yes	No <sup>20</sup>	Yes
Wisconsin	10	Yes	Other <sup>21</sup>	Yes
Wyoming	10	Yes	Yes, all changes	Yes
American Samoa	10	Yes	Yes, changes of 25 dollars or more	Yes
Guam	10	Yes	Yes, changes of 25 dollars or more	Yes
No Mariana Islands	10	Yes	Yes, all changes	Yes
Puerto Rico	10	Yes	Yes, all changes	Yes
Virgin Islands	10 <sup>22</sup>	Yes	Yes, all changes	Yes

Source: CCDF Policies Database October 1, 2010 Data

<sup>1</sup> Changes in family size must be reported.

<sup>2</sup> Changes in income only need to be reported when monthly gross household income is in excess of 85 percent of the state median income.

<sup>3</sup> Parents must report permanent changes in income.

<sup>4</sup> Only loss of employment must be reported.

<sup>5</sup> Changes must be reported when earned income increases or decreases by more than 100 dollars per month or when unearned income increases or decreases by more than 50 dollars per month. Families that do not qualify for aid based on income are not required to report changes in income until redetermination.

<sup>6</sup> Changes in the household's gross monthly income of more than 100 dollars in earned income or 50 dollars in unearned income must be reported.

<sup>7</sup> A significant change, defined as a 20 percent increase or decrease in total household income, must be reported.

<sup>8</sup> Changes in rate of pay and changes in gross monthly income of more than 50 dollars since the last time they were reported must be reported. Earned income related changes must be reported within 10 days of receiving the first payment reflecting the change.

<sup>9</sup> The client must report changes immediately.

<sup>10</sup> All earned income changes must be reported. Unearned income changes under 50 dollars within the last 30 days do not need to be reported.

<sup>11</sup> Changes must be reported by the 10th of the month following the month the change occurred.

<sup>12</sup> Changes in the state's change reporting system must be reported within 10 days. Clients with companion SNAP cases using the state's simplified reporting system have until the 10th of the month following the change to report it.

- <sup>13</sup> Changes in employment status must be reported in the state's change reporting system. Clients with companion SNAP cases using the state's simplified reporting system are only required to report a loss of employment.
- <sup>14</sup> Changes in income source, including rate of pay, must be reported in the state's change reporting system. Clients with companion SNAP cases using the state's simplified reporting system are only required to report if their income increases above 130 percent of the Federal Poverty Guidelines.
- <sup>15</sup> Changes in membership of the filing group must be reported in the state's change reporting system. Clients with companion SNAP cases using the state's simplified reporting system are only required to report when a parent of a child or unborn child or the spouse of the caretaker moves in.
- <sup>16</sup> Parents have to report if they are no longer meeting the minimum work requirement. Also, the family must report if a parent or child's schedule changes so that childcare is no longer needed during the hours of approved employment or training activities.
- <sup>17</sup> Changes in income have to be reported when gross income exceeds 70 percent of the state median income.
- <sup>18</sup> Changes to the family's gross monthly income causing the total amount to exceed the income eligibility threshold must be reported. Also, if a family no longer has income, it must be reported.
- <sup>19</sup> A change in providers must be reported within five days.
- <sup>20</sup> Income changes reported prior to redetermination will not affect eligibility unless the parent asks for a redetermination in order to reduce parent fees when income decreases.
- <sup>21</sup> Changes must be reported if monthly income increases by at least 250 dollars, decreases by 100 dollars or more, or if the increase in income will raise gross income above 200 percent of the Federal Poverty Guidelines.
- <sup>22</sup> The parent must notify the department of any change in family circumstances immediately and no later than 10 days from the occurrence.

**Table 22. Terms of Authorization, 2010**

State	Maximum Hours of Care Paid for By Subsidy	If Maximum Hours of Care Policy Differs for Part-Time Workers
Alabama	No maximum	NA
Alaska	No maximum	NA
Arizona	No maximum	NA
Arkansas	--- <sup>1</sup>	--- <sup>1</sup>
California	No maximum	NA
Colorado	No maximum <sup>2</sup>	NA
Connecticut	280 per month <sup>3</sup>	No difference
Delaware	No maximum	NA
DC	No maximum	NA
Florida	No maximum	NA
Georgia	No maximum	NA
Hawaii	No maximum	NA
Idaho	No maximum	NA
Illinois	No maximum	NA
Indiana	No maximum	NA
Iowa	Varies <sup>4</sup>	No difference
Kansas	215 per month <sup>5</sup>	No difference
Kentucky	18 per day	No difference
Louisiana	No maximum	NA
Maine	50 per week <sup>6</sup>	No difference
Maryland	No maximum	NA
Massachusetts	50 per week	30 per week
Michigan	45 per week <sup>7</sup>	No difference
Minnesota	60 per week <sup>8</sup>	No difference
Mississippi	No maximum <sup>9</sup>	NA
Missouri	No maximum	NA
Montana	20 per day	No difference
Nebraska	60 per week <sup>10</sup>	No difference
Nevada	14 per day	No difference
New Hampshire	No maximum	NA
New Jersey	No maximum	NA
New Mexico	No maximum	NA
New York	No maximum	NA
North Carolina	No maximum	NA
North Dakota	No maximum	NA
Ohio	No maximum	NA
Oklahoma	No maximum	NA
Oregon	323 per month	No difference
Pennsylvania	No maximum	NA
Rhode Island	No maximum	NA
South Carolina	No maximum	NA
South Dakota	210 per month	No difference
Tennessee	No maximum	NA
Texas	No maximum	NA
Utah	50 per week	No difference
Vermont	No maximum	NA
Virginia	60 per week <sup>11</sup>	No difference
Washington	16 per day	No difference

**Table 22. Terms of Authorization, 2010**

State	Maximum Hours of Care Paid for By Subsidy	If Maximum Hours of Care Policy Differs for Part-Time Workers
West Virginia	No maximum	NA
Wisconsin	75 per week	No difference
Wyoming	16 per day <sup>12</sup>	No difference
American Samoa	No maximum	NA
Guam	--- <sup>1</sup>	--- <sup>1</sup>
No Mariana Islands	No maximum	NA
Puerto Rico	No maximum	NA
Virgin Islands	No maximum	NA

Source: CCDF Policies Database October 1, 2010 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> Counties are encouraged to develop and implement their own payment policies that address what care will be authorized.

<sup>3</sup> There is also a maximum of 12 hours per day and of 65 hours per week.

<sup>4</sup> Families may be approved for two half-day units of service (up to five hours each) in a 24-hour period. With supervisory approval, up to four half-day units of service may be approved in a 24-hour period.

<sup>5</sup> A maximum of 215 hours per month is the suggested guideline, but additional hours may be approved on a case-by-case basis with approval from the caseworker's supervisor.

<sup>6</sup> Exceptions can be approved on a case-by-case basis by the department supervisor.

<sup>7</sup> The maximum number of hours of care that can be authorized is 90 hours biweekly per child.

<sup>8</sup> The maximum number of hours of care allowed is 120 hours per child every two weeks.

<sup>9</sup> Care in excess of 24 hours must be due to the nature of the parents' work, education, or training.

<sup>10</sup> The state has both a weekly limit and a daily limit. The daily limit is 18 hours of care and it must comply with the 60-hour weekly limit.

<sup>11</sup> If a client's employment requires him or her to work more than 60 hours some weeks, but the total amount of care for the month does not exceed a 60-hour average per week, payment will be made.

<sup>12</sup> Child care may be authorized for more than 16 hours if overnight travel is required for the parent to maintain or accept employment.

**Table 23. Priority Policies for Different Groups, 2010 <sup>2</sup>**

State	Children with Special Needs	Families with Very Low Income	Definition of Very Low Income if Families are Given Priority	TANF Recipients	Families Transitioning Off TANF	Families At Risk of Becoming Dependent on TANF	Children Under Child Protective Services (CPS)
Alabama	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	NA	Varies <sup>3</sup>	Subsidy guaranteed	Same priority as other CCDF-eligible children	Subsidy guaranteed
Alaska	Subsidy guaranteed	Priority over other children, subsidy not guaranteed <sup>4</sup>	Income equal to or less than 55 percent of the state median income standard.	Same priority as other CCDF-eligible children	Subsidy guaranteed	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
Arizona	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed <sup>5</sup>	Income at or below 100 percent of the Federal Poverty Guidelines.	Subsidy guaranteed	Subsidy guaranteed	Same priority as other CCDF-eligible children	Subsidy guaranteed
Arkansas	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed <sup>6</sup>	--1	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
California	Varies <sup>7</sup>	Priority over other children, subsidy not guaranteed	Income at or below 40 percent of the state median income standard.	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed <sup>8</sup>
Colorado	Priority over other children, subsidy not guaranteed	Varies <sup>9</sup>	Income below 130 percent of the Federal Poverty Guidelines.	Varies <sup>10</sup>	Varies <sup>10</sup>	Varies <sup>10</sup>	NA <sup>11</sup>
Connecticut	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed	Income below 50 percent of the state median income.	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
Delaware	Subsidy guaranteed	Subsidy guaranteed	Income below 40 percent of the Federal Poverty Guidelines prior to or after allowable deductions.	Subsidy guaranteed	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Subsidy guaranteed
DC	Subsidy guaranteed	Same priority as other CCDF-eligible children	NA	Subsidy guaranteed <sup>12</sup>	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Subsidy guaranteed

**Table 23. Priority Policies for Different Groups, 2010 <sup>2</sup>**

State	Children with Special Needs	Families with Very Low Income	Definition of Very Low Income if Families are Given Priority	TANF Recipients	Families Transitioning Off TANF	Families At Risk of Becoming Dependent on TANF	Children Under Child Protective Services (CPS)
Florida	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	NA	Subsidy guaranteed	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Varies <sup>13</sup>
Georgia	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	NA	Varies <sup>14</sup>	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed
Hawaii	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed <sup>15</sup>	Income below 100 percent of the Federal Poverty Guidelines.	Varies <sup>16</sup>	Priority over other children, subsidy not guaranteed <sup>15</sup>	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed <sup>15</sup>
Idaho	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>
Illinois	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>
Indiana	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed	The lowest income level where the family is at risk of becoming dependent on public assistance.	Varies <sup>18</sup>	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed
Iowa	Varies <sup>19</sup>	Priority over other children, subsidy not guaranteed	Income at or below 100 percent of the Federal Poverty Guidelines when the parent is working 28 hours per week, under age 21 participating in an education program that will lead to a high school diploma or its equivalent, or under age 21 and participating in an approved training or education program.	Subsidy guaranteed	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Subsidy guaranteed
Kansas	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	NA	Varies <sup>20</sup>	Subsidy guaranteed	Same priority as other CCDF-eligible children	Subsidy guaranteed

**Table 23. Priority Policies for Different Groups, 2010 <sup>2</sup>**

State	Children with Special Needs	Families with Very Low Income	Definition of Very Low Income if Families are Given Priority	TANF Recipients	Families Transitioning Off TANF	Families At Risk of Becoming Dependent on TANF	Children Under Child Protective Services (CPS)
Kentucky	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	NA	Varies <sup>21</sup>	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed
Louisiana	Subsidy guaranteed	Same priority as other CCDF-eligible children	NA	Subsidy guaranteed	Subsidy guaranteed <sup>22</sup>	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
Maine	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed	Gross income at or below 100 percent of the Federal Poverty Guidelines.	Subsidy guaranteed	Subsidy guaranteed	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
Maryland	Varies <sup>23</sup>	Priority over other children, subsidy not guaranteed	Income less than or equal to the minimum amount listed for the applicant's family size in the state's fee schedule.	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	NA <sup>11</sup>
Massachusetts	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	NA	Subsidy guaranteed <sup>24</sup>	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	Subsidy guaranteed <sup>25</sup>
Michigan	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>
Minnesota	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	NA	Subsidy guaranteed <sup>26</sup>	Subsidy guaranteed	Same priority as other CCDF-eligible children	NA <sup>11</sup>
Mississippi	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed	Income at or below 50 percent of the state median income.	Subsidy guaranteed	Subsidy guaranteed	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed
Missouri	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed	Income at or below 15 percent of the state median income.	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed

**Table 23. Priority Policies for Different Groups, 2010 <sup>2</sup>**

State	Children with Special Needs	Families with Very Low Income	Definition of Very Low Income if Families are Given Priority	TANF Recipients	Families Transitioning Off TANF	Families At Risk of Becoming Dependent on TANF	Children Under Child Protective Services (CPS)
Montana	Subsidy guaranteed	Priority over other children, subsidy not guaranteed	Lower income, relative to family size.	Subsidy guaranteed	Priority over other children, subsidy not guaranteed <sup>27</sup>	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
Nebraska	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>
Nevada	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed	Income at or below 130 percent of the Federal Poverty Guidelines where the family is considered at-risk.	Subsidy guaranteed	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
New Hampshire	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed	Income at or below 100 percent of the Federal Poverty Guidelines.	Subsidy guaranteed	Subsidy guaranteed	Same priority as other CCDF-eligible children	Subsidy guaranteed
New Jersey	Priority over other children, subsidy not guaranteed <sup>28</sup>	Priority over other children, subsidy not guaranteed <sup>28</sup>	Income at or below 150 percent of the Federal Poverty Guidelines.	Subsidy guaranteed <sup>28</sup>	Subsidy guaranteed <sup>28</sup>	Priority over other children, subsidy not guaranteed <sup>28</sup>	Varies <sup>29</sup>
New Mexico	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed	Income at or below 100 percent of the Federal Poverty Guidelines.	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	Subsidy guaranteed
New York	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed	Districts set an income level at or below 200 percent of the state income standard which defines the upper income level for families with very low income.	Subsidy guaranteed <sup>30</sup>	Subsidy guaranteed <sup>30</sup>	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed
North Carolina	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	NA	Subsidy guaranteed	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Subsidy guaranteed
North Dakota	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>

**Table 23. Priority Policies for Different Groups, 2010 <sup>2</sup>**

State	Children with Special Needs	Families with Very Low Income	Definition of Very Low Income if Families are Given Priority	TANF Recipients	Families Transitioning Off TANF	Families At Risk of Becoming Dependent on TANF	Children Under Child Protective Services (CPS)
Ohio	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	NA	Subsidy guaranteed	Subsidy guaranteed	Subsidy guaranteed	Same priority as other CCDF-eligible children
Oklahoma	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>
Oregon	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	NA	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	NA <sup>11</sup>
Pennsylvania	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	NA	Priority over other children, subsidy not guaranteed	Subsidy guaranteed	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
Rhode Island	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>
South Carolina	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed	Income below 150 percent of the poverty guidelines.	Subsidy guaranteed	Subsidy guaranteed	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
South Dakota	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed	Income at or below 100 percent of the Federal Poverty Guidelines.	Priority over other children, subsidy not guaranteed <sup>31</sup>			
Tennessee	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	NA	Subsidy guaranteed	Subsidy guaranteed <sup>32</sup>	Same priority as other CCDF-eligible children	Subsidy guaranteed
Texas	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	NA	Varies <sup>33</sup>	Subsidy guaranteed	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed
Utah	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>
Vermont	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed	---1	Subsidy guaranteed	Subsidy guaranteed	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children

**Table 23. Priority Policies for Different Groups, 2010 <sup>2</sup>**

State	Children with Special Needs	Families with Very Low Income	Definition of Very Low Income if Families are Given Priority	TANF Recipients	Families Transitioning Off TANF	Families At Risk of Becoming Dependent on TANF	Children Under Child Protective Services (CPS)
Virginia	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	NA	Subsidy guaranteed	Subsidy guaranteed	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
Washington	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed	Income at or below 82 percent of the Federal Poverty Guidelines or families receiving TANF.	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	NA <sup>11</sup>
West Virginia	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>
Wisconsin	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>	NA <sup>17</sup>
Wyoming	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed	Income at or below 150 percent of the Federal Poverty Guidelines.	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	NA <sup>11</sup>
American Samoa	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed <sup>34</sup>	Income at or below 50 percent of the state median income.	NA <sup>35</sup>	NA <sup>35</sup>	NA <sup>35</sup>	Priority over other children, subsidy not guaranteed
Guam	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed	Income at or below 100 percent of the Federal Poverty Guidelines.	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
No Mariana Islands	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed	Income at or below the 85 percent of the state median income guideline.	NA <sup>35</sup>	NA <sup>35</sup>	NA <sup>35</sup>	Same priority as other CCDF-eligible children
Puerto Rico	Subsidy guaranteed	Priority over other children, subsidy not guaranteed	Income below 50 percent of the state median income.	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed
Virgin Islands	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed	Income below 85 percent of the state's median income.	Subsidy guaranteed	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	Subsidy guaranteed

Source: CCDF Policies Database October 1, 2010 Data

- <sup>1</sup> Information not found in state's manual.
- <sup>2</sup> Written policies for prioritizing groups when funds are limited are captured. All groups may be served when funds are not limited. These policies are often used when a waiting list is in place. An entry of "Priority over other children, subsidy not guaranteed" indicates priority is given for the group of children, but when funds are limited the children may not be guaranteed a subsidy.
- <sup>3</sup> The subsidy is guaranteed if the family is enrolled in the TANF work program and a referral is sent by the family's caseworker.
- <sup>4</sup> Parents who are lowest on the income scale and working or attending school receive higher priority.
- <sup>5</sup> There are various priority groups depending on level of income.
- <sup>6</sup> Low-income families who qualify for copayment exemptions are given higher priority.
- <sup>7</sup> When two or more families have the same income ranking, the family that has a child with special needs is admitted to the subsidy program first.
- <sup>8</sup> When not all of the children in a family are certified based on child protective services, the other children or parents in the family must meet both eligibility and need criteria. Those children will not be given priority.
- <sup>9</sup> Families with very low income are given priority. Whether or not the subsidy is guaranteed may vary depending on whether enrollment at the county level is suspended or partially suspended.
- <sup>10</sup> If a county chooses to partially suspend enrollment, the county must develop policies for which groups of applicants are given priority. Statewide, priority is given to very low-income applicants with income below 130 percent of the Federal Poverty Guidelines and children of teen parents. The county may assign additional priority groups.
- <sup>11</sup> Child protective services child care is not provided under the state's primary child care subsidy program.
- <sup>12</sup> Subsidies are guaranteed for TANF recipients participating in qualifying activities, including training, job search, and work.
- <sup>13</sup> Priority is given for children under school-age only.
- <sup>14</sup> Applicants participating in TANF job search or work activities are given priority.
- <sup>15</sup> Families with the least amount of monthly income are given first priority within the priority group.
- <sup>16</sup> If the family receives TANF and is considered very low-income with income below 100 percent of the Federal Poverty Guidelines, the family falls into priority group three and is given priority over other families.
- <sup>17</sup> All CCDF-eligible children receive the same priority.
- <sup>18</sup> The subsidy is guaranteed for families in the TANF work program. Families receiving TANF but not in the work program are prioritized but not guaranteed a subsidy. If CCDF program funding is not available to serve an eligible TANF work program family, other families must be terminated to release funding. Families with higher incomes who have received CCDF assistance for a longer period of time are the first to be terminated when funds are unavailable for families with higher priority.
- <sup>19</sup> Children with special needs are given priority if the family's income is below 200 percent of the poverty guidelines and the parents are working at least 28 hours per week.
- <sup>20</sup> Families participating in the TANF work program and receiving TANF or SNAP are provided child care benefits without being placed on a waiting list.
- <sup>21</sup> Applicants are given priority if they are working or participating in work preparation activities.
- <sup>22</sup> Families who lose TANF eligibility due to increased income are given priority.
- <sup>23</sup> Primary consideration within each priority group is given to children with special needs.
- <sup>24</sup> If families have an authorization with the department that administers TANF, they are given immediate access to child care without having to be placed on a waiting list.
- <sup>25</sup> The state's department for children and families may authorize care on a case-by-case basis for families with active protective needs documented in a supported report of abuse or neglect within the previous 12 months, or when there is a determination of need to begin or continue supportive child care from a supervisory progress review.
- <sup>26</sup> In addition to TANF cash assistance, families in the four-month TANF work program can receive care for those four months.

- <sup>27</sup> The priority policies apply to non-TANF families. When a family transitions from TANF cash assistance and receives a TANF work support payment, it is still considered a TANF family until the end of the month in which the work support payment was received.
- <sup>28</sup> Priority for subsidies is ranked according to three income-based tiers, A, B, and C. Tier A is given first priority for families with income at or below 150 percent of the Federal Poverty Guidelines, followed by Tier B for families between 151 to 175 percent of the Federal Poverty Guidelines, and finally, Tier C for families between 176 to 200 percent of the Federal Poverty Guidelines. Priority is given according to tier and then to each of the priority categories within each tier.
- <sup>29</sup> If applicants are referred from a district office of the child protective services agency, they are guaranteed child care as part of an approved treatment plan. Otherwise, they are given priority over other children, but the subsidy is not guaranteed.
- <sup>30</sup> State policy guarantees subsidized care for TANF families participating in work activities, families who are eligible for public assistance and choose to receive child care assistance in lieu of public assistance, and families transitioning off of TANF.
- <sup>31</sup> The child must be under court supervision.
- <sup>32</sup> The family must meet income and work requirements.
- <sup>33</sup> Families enrolled in the TANF work program are automatically eligible.
- <sup>34</sup> Within the very low-income priority group, defined as families with income at or below 50 percent of the state median income, single-parent households are given first priority and two-parent households are given second priority.
- <sup>35</sup> This territory or outlying area does not have a TANF program.

**Table 24. Priority Policies for Different Groups, 2010 (continued) <sup>1</sup>**

State	Children in Foster Care	Children in Head Start	Children in Pre-K	Homeless Families	Teen Parents	Teen Parents in School	Military Families
Alabama	Subsidy guaranteed <sup>2</sup>	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Subsidy guaranteed	Same priority as other CCDF-eligible children
Alaska	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Subsidy guaranteed	Same priority as other CCDF-eligible children
Arizona	Subsidy guaranteed	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
Arkansas	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children
California	NA <sup>3</sup>	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
Colorado	NA <sup>3</sup>	Same priority as other CCDF-eligible children <sup>4</sup>	Same priority as other CCDF-eligible children <sup>4</sup>	Same priority as other CCDF-eligible children <sup>4</sup>	Varies <sup>5</sup>	Varies <sup>5</sup>	Same priority as other CCDF-eligible children <sup>4</sup>
Connecticut	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed <sup>6</sup>	Same priority as other CCDF-eligible children
Delaware	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Subsidy guaranteed <sup>7</sup>	Same priority as other CCDF-eligible children	Subsidy guaranteed	Same priority as other CCDF-eligible children
DC	Subsidy guaranteed <sup>8</sup>	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Subsidy guaranteed <sup>9</sup>	Same priority as other CCDF-eligible children
Florida	Varies <sup>10</sup>	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children

**Table 24. Priority Policies for Different Groups, 2010 (continued) <sup>1</sup>**

State	Children in Foster Care	Children in Head Start	Children in Pre-K	Homeless Families	Teen Parents	Teen Parents in School	Military Families
Georgia	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children			
Hawaii	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Varies <sup>11</sup>	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
Idaho	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>
Illinois	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>
Indiana	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
Iowa	Same priority as other CCDF-eligible children <sup>13</sup>	Same priority as other CCDF-eligible children	Varies <sup>14</sup>	Same priority as other CCDF-eligible children			
Kansas	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children
Kentucky	NA <sup>3</sup>	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Varies <sup>15</sup>	Varies <sup>15</sup>	Same priority as other CCDF-eligible children
Louisiana	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
Maine	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
Maryland	NA <sup>3</sup>	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children				

**Table 24. Priority Policies for Different Groups, 2010 (continued) <sup>1</sup>**

State	Children in Foster Care	Children in Head Start	Children in Pre-K	Homeless Families	Teen Parents	Teen Parents in School	Military Families
Massachusetts	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children
Michigan	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>
Minnesota	NA <sup>3</sup>	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed <sup>16</sup>	Priority over other children, subsidy not guaranteed
Mississippi	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Varies <sup>17</sup>	Varies <sup>17</sup>	Priority over other children, subsidy not guaranteed <sup>18</sup>
Missouri	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children
Montana	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children
Nebraska	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>
Nevada	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
New Hampshire	Subsidy guaranteed	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
New Jersey	Subsidy guaranteed <sup>19</sup>	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed <sup>19</sup>	Priority over other children, subsidy not guaranteed <sup>19</sup>	Priority over other children, subsidy not guaranteed <sup>19</sup>	Same priority as other CCDF-eligible children

**Table 24. Priority Policies for Different Groups, 2010 (continued) <sup>1</sup>**

State	Children in Foster Care	Children in Head Start	Children in Pre-K	Homeless Families	Teen Parents	Teen Parents in School	Military Families
New Mexico	Subsidy guaranteed	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children
New York	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children
North Carolina	Priority over other children, subsidy not guaranteed <sup>20</sup>	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children <sup>20</sup>	Same priority as other CCDF-eligible children <sup>20</sup>	Same priority as other CCDF-eligible children <sup>20</sup>	Priority over other children, subsidy not guaranteed <sup>20</sup>	Same priority as other CCDF-eligible children <sup>20</sup>
North Dakota	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>
Ohio	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
Oklahoma	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>
Oregon	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
Pennsylvania	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
Rhode Island	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>
South Carolina	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children			
South Dakota	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
Tennessee	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children

**Table 24. Priority Policies for Different Groups, 2010 (continued) <sup>1</sup>**

State	Children in Foster Care	Children in Head Start	Children in Pre-K	Homeless Families	Teen Parents	Teen Parents in School	Military Families
Texas	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed			
Utah	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>
Vermont	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
Virginia	NA <sup>3</sup>	Subsidy guaranteed	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
Washington	NA <sup>3</sup>	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children			
West Virginia	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>
Wisconsin	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>	NA <sup>12</sup>
Wyoming	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
American Samoa	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Varies <sup>21</sup>	Priority over other children, subsidy not guaranteed <sup>22</sup>	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children
Guam	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children			
No Mariana Islands	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children

**Table 24. Priority Policies for Different Groups, 2010 (continued) <sup>1</sup>**

State	Children in Foster Care	Children in Head Start	Children in Pre-K	Homeless Families	Teen Parents	Teen Parents in School	Military Families
Puerto Rico	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed <sup>23</sup>	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children
Virgin Islands	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Subsidy guaranteed	Subsidy guaranteed	Same priority as other CCDF-eligible children

Source: CCDF Policies Database October 1, 2010 Data

<sup>1</sup> Written policies for prioritizing groups when funds are limited are captured. All groups may be served when funds are not limited. These policies are often used when a waiting list is in place. An entry of "Priority over other children, subsidy not guaranteed" indicates priority is given for the group of children, but when funds are limited the children may not be guaranteed a subsidy.

<sup>2</sup> If the department has legal custody of the child or the parent has signed a boarding home agreement, and the department provides a written referral, the foster care child is automatically eligible. Counties have local options for how to prioritize these families when they have a waiting list in place.

<sup>3</sup> Foster child care is not provided under the state's primary child care subsidy program.

<sup>4</sup> If a county chooses to partially suspend enrollment, the county must develop policies for which groups of applicants are given priority. Statewide, priority is given to very low-income applicants with income below 130 percent of the Federal Poverty Guidelines and children of teen parents. The county may assign additional priority groups.

<sup>5</sup> Families with teen parents are given priority. Whether or not the subsidy is guaranteed may vary depending on whether enrollment at the county level is suspended or partially suspended. If a county chooses to partially suspend enrollment, the county must develop policies for which groups of applicants are given priority. Statewide, priority is given to applicants below 130 percent of the Federal Poverty Guideline and children of teen parents. The county may assign additional priority groups.

<sup>6</sup> Priority applies to parents under the age of 20 who attend high school. All parents receiving cash assistance, including teen parents, are in the highest priority group.

<sup>7</sup> Homeless families are provided care for up to three months or until they find suitable living arrangements.

<sup>8</sup> Subsidies are guaranteed for children with working foster parents.

<sup>9</sup> All parents under age 26 living with a parent, guardian, or relative and in high school or GED activities are included in this category.

<sup>10</sup> Priority is for children under school-age only.

<sup>11</sup> If the family is employed, homeless, and has income less than 100 percent of the Federal Poverty Guidelines, the family is given priority over other families.

<sup>12</sup> All CCDF-eligible children receive the same priority.

<sup>13</sup> Only relative foster families receive child care through the CCDF program.

<sup>14</sup> Priority is given to minor parents working towards a high school diploma or its equivalent and secondly to minor parents who are participating in an approved training program if the family's income is below 100 percent of the Federal Poverty Guidelines.

<sup>15</sup> If the teen parent is a TANF recipient, he or she is given priority over others and placed in priority group two.

<sup>16</sup> Parents under age 18 are given priority over parents age 18 to 20 within this group.

<sup>17</sup> Priority varies based on the income level of the teen parent. Teen parents currently enrolled in high school full time with incomes less than 50 percent the state median income receive a priority number of six. Parents working the required 25 hours per week or enrolled in an approved education program and with income between 50 percent and 85 percent of the state median income receive a priority number of eight. Parents enrolled in an approved full-time educational or training program or enrolled in online classes and working less than 25 hours per week receive a priority number of nine.

<sup>18</sup> Children of parents deployed in the Mississippi National Guard or Reserve qualify for this priority status.

<sup>19</sup> Priority for subsidies is ranked according to three income-based tiers, A, B, and C. Tier A is given first priority for families with income at or below 150 percent of the Federal Poverty Guidelines, followed by Tier B for families between 151 to 175 percent of the Federal Poverty Guidelines, and finally, Tier C for families between 176 to 200 percent of the Federal Poverty Guidelines. Priority is given according to tier and then to each of the priority categories within each tier.

<sup>20</sup> Counties have local options for how to prioritize these families when they have a waiting list in place.

<sup>21</sup> If the family is classified as child protective services due to homelessness resulting from a natural disaster, the family is given priority as long as funds are available.

<sup>22</sup> Families with a minor parent are considered to have special needs and are given priority over other families.

<sup>23</sup> Families with unstable housing are given priority over other children.

**Table 25. Waiting List Policies, 2010 <sup>2</sup>**

State	If the State Uses a Waiting List When Needed	Geographic Coverage of the Waiting List	How Often the Waiting List is Reviewed for Eligibility	If Applicants Must be Notified of Their Status on the Waiting List <sup>3</sup>
Alabama	Yes	Sub-state area	Every 6 months	Yes <sup>4</sup>
Alaska	Yes	Sub-state area	Every 1 month <sup>5</sup>	No <sup>5</sup>
Arizona	Yes	Statewide list	Every 12 months	No <sup>6</sup>
Arkansas	Yes	Sub-state area	No explicit review	Yes
California	Yes	Sub-state area <sup>7</sup>	No explicit review	Varies <sup>8</sup>
Colorado	Yes <sup>9</sup>	Sub-state area	No explicit review	Varies <sup>10</sup>
Connecticut	Yes	Statewide list	No explicit review	No
Delaware	Yes <sup>11</sup>	Statewide list	No explicit review	No <sup>12</sup>
DC	Yes	Statewide list	No explicit review	No
Florida	Yes	Sub-state area	Every 6 months	No <sup>13</sup>
Georgia	Yes	Sub-state area	Every 3 months <sup>14</sup>	No
Hawaii	No	NA	NA	NA
Idaho	No	NA	NA	NA
Illinois	No	NA	NA	NA
Indiana	Yes	Sub-state area	Every 90 days <sup>15</sup>	No
Iowa	Yes	Sub-state area	No explicit review <sup>16</sup>	No <sup>17</sup>
Kansas	Yes	Statewide list	Every 6 months	No
Kentucky	No	NA	NA	NA
Louisiana	Yes	Sub-state area	No explicit review <sup>18</sup>	No <sup>17</sup>
Maine	Yes	Statewide list <sup>19</sup>	Every 12 months	Yes
Maryland	Yes	Sub-state area	No explicit review	No
Massachusetts	Yes	Statewide list	Every 12 months	No
Michigan	No	NA	NA	NA
Minnesota	Yes	Sub-state area	Every 6 months	No
Mississippi	Yes	Statewide list	No explicit review <sup>12</sup>	No <sup>12</sup>
Missouri	Yes	Statewide list	Every 12 months	No
Montana	Yes	Statewide list	Every 10 days	No
Nebraska	No	NA	NA	NA
Nevada	Yes	Statewide list	No explicit review <sup>12</sup>	No <sup>17</sup>
New Hampshire	Yes	Statewide list	Every 6 months	No
New Jersey	Yes	Sub-state area	Every 6 months	Yes
New Mexico	Yes	Statewide list	No explicit review	No
New York	Yes <sup>20</sup>	Sub-state area	No explicit review <sup>21</sup>	No <sup>21</sup>
North Carolina	Yes	Sub-state area	Every 12 months <sup>22</sup>	Yes
North Dakota	No	NA	NA	NA
Ohio	No	NA	NA	NA
Oklahoma	No	NA	NA	NA
Oregon	Yes <sup>23</sup>	Statewide list	No explicit review	No <sup>17</sup>
Pennsylvania	Yes	Sub-state area	Every 6 months	Yes
Rhode Island	No	NA	NA	NA
South Carolina	No	NA	NA	NA
South Dakota	No	NA	NA	NA
Tennessee	No	NA	NA	NA
Texas	Yes <sup>24</sup>	Sub-state area	No explicit review <sup>25</sup>	No
Utah	No	NA	NA	NA

**Table 25. Waiting List Policies, 2010 <sup>2</sup>**

State	If the State Uses a Waiting List When Needed	Geographic Coverage of the Waiting List	How Often the Waiting List is Reviewed for Eligibility	If Applicants Must be Notified of Their Status on the Waiting List <sup>3</sup>
Vermont	No	NA	NA	NA
Virginia	Yes	Sub-state area	Every 6 months <sup>26</sup>	Yes
Washington	Yes	Statewide list	No explicit review	No <sup>27</sup>
West Virginia	No	NA	NA	NA
Wisconsin	No	NA	NA	NA
Wyoming	No	NA	NA	NA
American Samoa	Yes	Statewide list	Every 1 month	Yes
Guam	Yes	--- <sup>1</sup>	NA	--- <sup>1</sup>
No Mariana Islands	No	NA	NA	NA
Puerto Rico	Yes	Statewide list	--- <sup>1</sup>	--- <sup>1</sup>
Virgin Islands	Yes <sup>28</sup>	Sub-state area	Every 1 month	Yes

Source: CCDF Policies Database October 1, 2010 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> Written policies concerning the maintenance and review of a waiting list are captured. The policies reflect whether or not states use a waiting list when funds are not available to serve all families. A state may appear on this list as having waiting list policies, even if no family is currently on the waiting list.

<sup>3</sup> The policy reflects whether the family must be notified of its status on the waiting list, such as whether it has been moved up the list, and not whether the family is notified when it is initially placed on the list or removed from the list.

<sup>4</sup> Waiting list families must be reassessed for eligibility at six-month intervals, at which point a written notice is sent out.

<sup>5</sup> Families must maintain contact on a monthly basis. Eligibility is redetermined for any families reporting changes. Failure to make monthly contact results in removal from the waiting list.

<sup>6</sup> Clients are notified by mail when an opening is available in the child care program.

<sup>7</sup> Waiting lists are maintained by counties.

<sup>8</sup> Policies for maintaining waiting lists are established at the local level.

<sup>9</sup> Counties have the option to maintain a waiting list. If the county chooses to maintain a waiting list, it must develop waiting list policies and report those policies to the state agency.

<sup>10</sup> Counties must develop a plan for managing the waiting list, which may require families to check in periodically to keep their place on the waiting list.

<sup>11</sup> Families are placed on a waiting list either because funds are not available or because the agency cannot match the child's need with an available provider at that time.

<sup>12</sup> Applicants are reviewed and notified when funds become available.

<sup>13</sup> This policy may vary by locality.

<sup>14</sup> The waitlist is updated and purged a minimum of once per quarter.

<sup>15</sup> Caseworkers contact families to verify continuing need for the subsidy but not to verify income.

<sup>16</sup> Once families are placed on the waiting list, they are notified when funds become available and must reapply to determine if they are still eligible for child care benefits.

<sup>17</sup> Families are notified when they are placed on the waiting list and notified when funds become available.

<sup>18</sup> When funds become available, applications less than 12 months old are reviewed and information such as earnings and activities must be verified. Applications 12 months or older than the date funds became available are reevaluated and the applicant must resubmit the application and all required verification.

<sup>19</sup> The department and contracted slots agencies must each maintain a waiting list.

<sup>20</sup> Districts may maintain waiting lists when funds are not available for all eligible families.

<sup>21</sup> Policies coded for New York City.

<sup>22</sup> The list is reviewed every 12 months, though the agency may choose to do so more often.

<sup>23</sup> Only families who have never been on TANF, or who have not been on TANF in Oregon for one of the prior three months, will be placed on the reservation list. As enrollment decreases, names are randomly pulled from the reservation list and those families will be invited to apply for child care assistance.

<sup>24</sup> Families who do not immediately qualify for child care because they are not in one of the priority groups guaranteed subsidies are always placed on a waiting list.

<sup>25</sup> Local agencies are required to establish a waitlist review policy.

<sup>26</sup> Local departments are required to update their waiting lists at least each April and October.

<sup>27</sup> Applicants are reviewed and notified when funds become available. Applicants may call in to request information concerning their status on the waiting list.

<sup>28</sup> A waiting list of 25 applicants is maintained. Any person who contacts the department after the waiting list is established is recorded in a telephone log book.

**Table 26. Copayment Exemptions, 2010<sup>2</sup>**

State	<u>Poverty Exemption<sup>3</sup></u>		<u>If Different Groups are Exempt from Paying Copayments</u>					Families with Child Protective Services (CPS) Cases
	If All Families with Income Under 100 Percent of the Federal Poverty Guidelines are Exempt	Year of Poverty Guideline Used for Exemption	SSI Recipients	Families with a Foster Child	SNAP E&T Participants	Teen Parents	Families with a Child with Special Needs	
Alabama	Yes	2009	No	No	No	No	No	Varies <sup>4</sup>
Alaska	No	NA	No	No	No	No	No	No
Arizona	No	NA	No	Yes	No	No	No	Yes
Arkansas	No	NA	No	Yes	No	No	No	No
California	No <sup>5</sup>	NA	No	NA <sup>6</sup>	NA <sup>7</sup>	No	No	Varies <sup>8</sup>
Colorado	No <sup>9</sup>	NA	No	NA <sup>6</sup>	NA <sup>7</sup>	Varies <sup>10</sup>	No	NA <sup>11</sup>
Connecticut	No	NA	No	No	No	No	No	No
Delaware	No	NA	No	No	No	Varies <sup>12</sup>	No	Yes
DC	No <sup>13</sup>	NA	No	Yes	No	Yes	No	Yes
Florida	No <sup>14</sup>	NA	No	Varies <sup>14</sup>	NA <sup>7</sup>	No	No	Varies <sup>14</sup>
Georgia	No	NA	No	Yes	No	Varies <sup>15</sup>	No	Varies <sup>16</sup>
Hawaii	No	NA	No	Yes	No	No	No	Yes
Idaho	No	NA	No	Yes	No	No	No	No
Illinois	No	NA	No	NA <sup>6</sup>	No	No	No	NA <sup>11</sup>
Indiana	Yes	2009	No	No	No	No	No	No
Iowa	Yes	2009	No	No <sup>17</sup>	No	No	No	Yes
Kansas	No <sup>18</sup>	NA	No	No	Varies <sup>19</sup>	No	No	No
Kentucky	No <sup>20</sup>	NA	No	NA <sup>21</sup>	No	No	No	Varies <sup>22</sup>
Louisiana	No	NA	No	Yes	No	No	No	Yes
Maine	No	NA	No	No	No	No	No	No
Maryland	No	NA	Yes	NA <sup>6</sup>	No	No	No	NA <sup>11</sup>
Massachusetts	No	NA	No	Yes	No	No	No	Varies <sup>23</sup>
Michigan	No	NA	Yes	Yes	No	No	No	Yes
Minnesota	No <sup>24</sup>	NA	No	NA <sup>6</sup>	No	No	No	NA <sup>11</sup>
Mississippi	No	NA	No	No	No	No	No	No

**Table 26. Copayment Exemptions, 2010<sup>2</sup>**

State	<u>Poverty Exemption<sup>3</sup></u>			<u>If Different Groups are Exempt from Paying Copayments</u>				Families with Child Protective Services (CPS) Cases
	If All Families with Income Under 100 Percent of the Federal Poverty Guidelines are Exempt	Year of Poverty Guideline Used for Exemption	SSI Recipients	Families with a Foster Child	SNAP E&T Participants	Teen Parents	Families with a Child with Special Needs	
Missouri	No <sup>25</sup>	NA	No	Yes	NA <sup>7</sup>	No	Yes	Yes
Montana	No	NA	No	No	No	No	No	Yes
Nebraska	No <sup>26</sup>	NA	No	Varies <sup>27</sup>	No	No	No	Varies <sup>27</sup>
Nevada	No	NA	No	Yes	No	No	No	Yes
New Hampshire	No	NA	No	Yes	No	No	No	Yes
New Jersey	Yes	2010	No	Yes <sup>28</sup>	No	No	No	Varies <sup>29</sup>
New Mexico	No	NA	No	Yes	No	No	No	Yes
New York	No	NA	No	No <sup>30</sup>	No	No	No	Yes
North Carolina	No	NA	No	Yes	No	No	No	Yes
North Dakota	No <sup>31</sup>	NA	No	NA <sup>6</sup>	No	Varies <sup>32</sup>	No	NA <sup>11</sup>
Ohio	No	NA	No	No	No	No	No	Yes
Oklahoma	No	NA	Yes <sup>33</sup>	Yes	NA <sup>7</sup>	No	No	Varies <sup>34</sup>
Oregon	No	NA	No	No	No	No	No	NA <sup>35</sup>
Pennsylvania	No	NA	No	No	No	No	No	No
Rhode Island	Yes	2009	No	--- <sup>1</sup>	No	No	No	No
South Carolina	No	NA	No	Yes <sup>36</sup>	No	No	No	No
South Dakota	Yes	2009	No	Yes	No	No	No	No
Tennessee	No	NA	No	No	No	No	No	Yes
Texas	No	NA	No	Yes	Yes	No	No	Varies <sup>37</sup>
Utah	No	NA	No	NA <sup>38</sup>	No	No	No	No
Vermont	No	NA	No	Yes	No	No	No	Varies <sup>39</sup>
Virginia	No	NA	No	NA <sup>6</sup>	Varies <sup>40</sup>	No	No	No
Washington	No	NA	No	NA <sup>6</sup>	No	No	No	NA <sup>11</sup>
West Virginia	No	NA	No	Yes	No	No	No	Varies <sup>41</sup>
Wisconsin	No	NA	No	Yes	No	Varies <sup>42</sup>	No	NA <sup>11</sup>
Wyoming	Yes	2010	No	No	No	No	No	NA <sup>11</sup>

**Table 26. Copayment Exemptions, 2010<sup>2</sup>**

State	<u>Poverty Exemption<sup>3</sup></u>			<u>If Different Groups are Exempt from Paying Copayments</u>				Families with Child Protective Services (CPS) Cases
	If All Families with Income Under 100 Percent of the Federal Poverty Guidelines are Exempt	Year of Poverty Guideline Used for Exemption	SSI Recipients	Families with a Foster Child	SNAP E&T Participants	Teen Parents	Families with a Child with Special Needs	
American Samoa	NA <sup>43</sup>	NA <sup>43</sup>	NA <sup>43</sup>	NA <sup>43</sup>	NA <sup>43</sup>	NA <sup>43</sup>	NA <sup>43</sup>	NA <sup>43</sup>
Guam	Yes	2009	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	No	--- <sup>1</sup>	Yes
No Mariana Islands	No	NA	No	No	No	No	No	No
Puerto Rico	No <sup>44</sup>	NA	--- <sup>1</sup>	Yes	No	Yes	Yes	Yes
Virgin Islands	Yes	--- <sup>1</sup>	No	Varies <sup>45</sup>	No	No	No	Varies <sup>23</sup>

Source: CCDF Policies Database October 1, 2010 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> Federal CCDF policies allow for copayments to be waived for all or a subset of families whose incomes are at or below the Federal Poverty Guidelines or for children who are in need of protective services. States may choose to use state funds to waive copayments for families who do not meet the federal guidelines.

<sup>3</sup> The poverty exemption is an explicit exemption, specifically stated in the state's policies. In states with a poverty exemption, families below 100 percent of the Federal Poverty Guidelines are exempt. Exemptions below 100 percent of the Federal Poverty Guidelines are footnoted.

<sup>4</sup> The parental fee is not required unless the referral from the department specifically indicates that the fee requirement applies.

<sup>5</sup> Families below 40 percent of state median income are categorically exempt from copayments.

<sup>6</sup> Foster child care is not provided under the state's primary child care subsidy program.

<sup>7</sup> Child care for SNAP E&T participants is not provided under the state's primary child care subsidy program.

<sup>8</sup> Families may be exempt from paying fees for up to 12 months if the referral prepared by the child welfare services worker specifies it is necessary to exempt the family from paying the fee.

<sup>9</sup> In some cases, due to financial hardship, the family may find it difficult to pay the parental fee. In these cases, the parental fee can be reduced to the hardship fee of five dollars. Counties determine what constitutes a hardship and when a parental fee can be reduced. To reduce a client's fee, the hardship reason must be documented in the case file and written approval must be obtained from the county director. A reduction of a parental fee is a temporary reduction for up to three months, although hardship awards may be extended if conditions causing hardship persist.

<sup>10</sup> Teen households where all parents are in junior high, high school, or obtaining their GED and for whom payment of the parental fee would produce a hardship do not have to pay a parental fee.

<sup>11</sup> Child protective services child care is not provided under the state's primary child care subsidy program.

<sup>12</sup> Exemptions are limited to teen parents 18 and younger attending high school or its equivalent.

<sup>13</sup> Families with income equal to or below 50 percent of the Federal Poverty Guidelines are exempt from copayments.

<sup>14</sup> Reduced fees or copay exemptions are decided on a case-by-case basis.

- <sup>15</sup> Minor parents under 18 years old who are attending middle or high school are exempt.
- <sup>16</sup> Families with open child protective services cases are not exempt from copayments. Children in state custody, not including foster homes, are exempt from the copayment.
- <sup>17</sup> Only relative foster families receive child care through the CCDF program.
- <sup>18</sup> Employed families with income below 70 percent of the 2010 Federal Poverty Guidelines are not assigned a copayment.
- <sup>19</sup> SNAP E&T clients are exempt from copayments if the household consists of a single parent who is unemployed or two parents with only one parent employed.
- <sup>20</sup> Families whose monthly income is below 900 dollars, regardless of family size, pay no copayment.
- <sup>21</sup> Foster child care is not provided under the state's primary child care subsidy program.
- <sup>22</sup> The department may choose to waive the copayment for child protective services cases, but not all child protective services cases are exempt from copayments. If the court orders the family to pay a specified copayment, that amount is paid in place of the standard copayment.
- <sup>23</sup> The child protective services agency has the discretion to waive the copayment on an as needed basis.
- <sup>24</sup> Families with income below 75 percent of the Federal Poverty Guidelines are assessed a zero dollar copayment.
- <sup>25</sup> Families whose income is below 25 percent of the state median income level pay only 1 dollar annually.
- <sup>26</sup> For families size two through eight, it is implicit in the state's fee schedule that the copayment is zero if income is below 100 percent of the Federal Poverty Guidelines. This does not apply for families size nine and above, who use the same income thresholds as families size eight.
- <sup>27</sup> The family pays no copayment if the service is supportive of the family case plan and the caseworker determines it is in the best interest of the family to pay no copayment.
- <sup>28</sup> There is no copayment for a child under department child protective services supervision who is in a paid foster placement.
- <sup>29</sup> Case managers may waive or reduce copayments on a case-by-case basis if the determined copayment amount will cause undue hardship to a child protective services family.
- <sup>30</sup> Foster care cases are charged the minimum fee of one dollar for child care.
- <sup>31</sup> The state may choose to waive the copayment requirement for families with very low income.
- <sup>32</sup> Teen parents participating in the Crossroads program are exempt from copayments.
- <sup>33</sup> The child receiving SSI is not assessed a copayment, but a copayment will be assigned for other children in the household who are not receiving SSI.
- <sup>34</sup> Child protective services cases may or may not be exempt from the copayment depending on the family's circumstances.
- <sup>35</sup> Child protective services child care is not provided under the state's primary child care subsidy program.
- <sup>36</sup> The family is exempt from the copayment requirement, but may be asked to pay the difference between what the provider charges and the maximum reimbursement rate.
- <sup>37</sup> Families are exempt unless the child protective services agency assigns a copayment.
- <sup>38</sup> Foster child care is not provided under the state's primary child care subsidy program. This includes the child of a teen parent in foster care.
- <sup>39</sup> When a child is in transition to reunification with his or her biological parents, the family is exempt from copayments for six months. Child protective services children living with foster parents are exempt.
- <sup>40</sup> For SNAP E&T participants, if income falls at or below 100 percent of the Federal Poverty Guidelines, the family is exempt from copayments.
- <sup>41</sup> Families are not exempt unless the child protective services worker waives the fee as part of an approved safety or treatment plan.
- <sup>42</sup> Teen parents who participate in the state's program to assist school-age children in TANF families in attending and completing school are exempt from the copayment. All other teen parents have their copayment set at the lowest copayment level based on the number of children in care.
- <sup>43</sup> American Samoa serves families that all fall below the Federal Poverty Guidelines and waives the copayment for all eligible families.
- <sup>44</sup> Families with income below 50 percent of the state median income are exempt from copayments.
- <sup>45</sup> For the purposes of CCDF funding, foster children are considered in protective services, and the agency may waive copayments on a case-by-case basis.

**Table 27. Copayment Exemptions for TANF Families, 2010 <sup>2</sup>**

State	All Current TANF Families <sup>3</sup>	TANF Families with No Earned Income	TANF Families with Earned Income	Child-Only TANF Families	Families Transitioning Off TANF <sup>4</sup>	TANF Applicants	Families at Risk of Becoming Dependent on TANF <sup>4</sup>
Alabama	No	No	No	No	No	No	No
Alaska	No	No	No	No	No	No	No
Arizona	Yes	Yes	Yes	Yes	Varies <sup>5</sup>	No	No
Arkansas	--- <sup>1,6</sup>	--- <sup>1,6</sup>	--- <sup>1,6</sup>	--- <sup>1,6</sup>	No	No	No
California	Yes	Yes	Yes	Yes	No	No	No
Colorado	No <sup>7</sup>	Yes	No <sup>7</sup>	NA <sup>8</sup>	No <sup>7</sup>	No <sup>7</sup>	No <sup>7</sup>
Connecticut	No	Yes	No	Yes	No	No	No
Delaware	Yes	Yes	Yes	Yes	No	No	No
DC	No <sup>9</sup>	Yes <sup>9</sup>	No	Yes	No	No	No
Florida	No	No	No	Varies <sup>10</sup>	No	No	No
Georgia	No <sup>11</sup>	No	Yes	Yes	No	No	No
Hawaii	No	No	No	No	No	No	No
Idaho	Yes <sup>12</sup>	Yes <sup>12</sup>	Yes <sup>12</sup>	Yes <sup>12</sup>	Yes <sup>12</sup>	Yes <sup>12</sup>	No
Illinois	No	No	No	Yes <sup>13</sup>	No	No	No
Indiana	No	No	No	No	No	No	No
Iowa	Yes	Yes	Yes	Yes	No	No	No
Kansas	Yes	Yes	Yes	Yes	Yes	Yes	No
Kentucky	No	No	No	No	No	No	No
Louisiana	Yes <sup>14</sup>	Yes <sup>14</sup>	Yes <sup>14</sup>	Yes <sup>14</sup>	No	Yes	No
Maine	No	No	No	No	No	No	No
Maryland	No	Yes	Yes	No	No	Yes	No
Massachusetts	No <sup>15</sup>	Yes <sup>15</sup>	Yes <sup>15</sup>	No	No	No	No
Michigan	Yes	Yes	Yes	Yes	Yes	Yes <sup>16</sup>	No
Minnesota	No	No	No	No	No	No	No
Mississippi	Yes	Yes	Yes	Yes	No	No	No

**Table 27. Copayment Exemptions for TANF Families, 2010 <sup>2</sup>**

State	All Current TANF Families <sup>3</sup>	TANF Families with No Earned Income	TANF Families with Earned Income	Child-Only TANF Families	Families Transitioning Off TANF <sup>4</sup>	TANF Applicants	Families at Risk of Becoming Dependent on TANF <sup>4</sup>
Missouri	No <sup>17</sup>	No	No	No	No	No	No
Montana	No	No	No	No	No	No	No
Nebraska	Yes	Yes	Yes	Yes	No	Yes	No
Nevada	No	Yes	Yes	No	No	Yes	No
New Hampshire	No	No	No	No	No	No	No
New Jersey	No	Yes	No	Yes	No	No	No
New Mexico	No	No	No	No	No	No	No
New York	Yes <sup>18</sup>	Yes	Yes	Yes	No	Yes <sup>19</sup>	No
North Carolina	No	No	No	Yes <sup>20</sup>	No	No	No
North Dakota	No <sup>21</sup>	Yes <sup>21</sup>	Yes <sup>21</sup>	Varies <sup>22</sup>	Varies <sup>23</sup>	No	Yes <sup>21</sup>
Ohio	Yes	Yes	Yes	Yes	Yes	No	No
Oklahoma	Yes	Yes	Yes	Yes	No	Yes	No
Oregon	No	No	No	No	Varies <sup>24</sup>	No	No
Pennsylvania	No	Yes <sup>25</sup>	No	NA <sup>8</sup>	No	No	No
Rhode Island	Yes	Yes	Yes	Yes	No	No	No
South Carolina	No	Yes <sup>26</sup>	Yes <sup>26</sup>	No	No	Yes	No
South Dakota	Yes	Yes	Yes	Yes	No	No	No
Tennessee	Yes	Yes	Yes	Yes	No	No	No
Texas	No	Yes	Yes	No	No	Yes	No
Utah	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Vermont	Yes	Yes	Yes	Yes	No	No	Yes
Virginia	Yes	Yes	Yes	Yes	No	No	No
Washington	No	No	No	No	No	No	No
West Virginia	No	No	No	No	No	No	No
Wisconsin	No	No	No	NA <sup>8</sup>	No <sup>27</sup>	No	No
Wyoming	No	No	No	No	No	No	No

**Table 27. Copayment Exemptions for TANF Families, 2010 <sup>2</sup>**

State	All Current TANF Families <sup>3</sup>	TANF Families with No Earned Income	TANF Families with Earned Income	Child-Only TANF Families	Families Transitioning Off TANF <sup>4</sup>	TANF Applicants	Families at Risk of Becoming Dependent on TANF <sup>4</sup>
American Samoa	NA <sup>28</sup>	NA <sup>28</sup>	NA <sup>28</sup>	NA <sup>28</sup>	NA <sup>28</sup>	NA <sup>28</sup>	NA <sup>28</sup>
Guam	No	Yes	No	--- <sup>1</sup>	No	--- <sup>1</sup>	--- <sup>1</sup>
No Mariana Islands	NA <sup>28</sup>	NA <sup>28</sup>	NA <sup>28</sup>	NA <sup>28</sup>	NA <sup>28</sup>	NA <sup>28</sup>	NA <sup>28</sup>
Puerto Rico	No	Yes	No	No	No	No	No
Virgin Islands	No	Yes <sup>29</sup>	No	No	No	Yes <sup>29</sup>	No

Source: CCDF Policies Database October 1, 2010 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> Federal CCDF policies allow for copayments to be waived for all or a subset of families whose incomes are at or below the Federal Poverty Guidelines or for children who are in need of protective services. States may choose to use state funds to waive copayments for families who do not meet the federal guidelines.

<sup>3</sup> An entry of "Yes" indicates all TANF families, including TANF families with no earnings, TANF families with earnings, and TANF families with child-only cases, are exempt from paying a copayment.

<sup>4</sup> How states define families transitioning off of TANF or families at risk of becoming dependent on TANF may vary.

<sup>5</sup> Families receiving transitional child care are exempt from copayments beyond the third child in the family.

<sup>6</sup> In the participation agreement form, the provider has to agree to waive all registration, insurance, materials, and fee charges for TANF recipients who are not employed but participate in work activities, education, or training components.

<sup>7</sup> In some cases, due to financial hardship, the family may find it difficult to pay the parental fee. In these cases, the parental fee can be reduced to the hardship fee of five dollars. Counties determine what constitutes a hardship and when a parental fee can be reduced. To reduce a client's fee, the hardship reason must be documented in the case file and written approval must be obtained from the county director. A reduction of a parental fee is a temporary reduction for up to three months, although hardship awards may be extended if conditions causing hardship persist.

<sup>8</sup> Child-only TANF families are not served under the state's primary child care subsidy program.

<sup>9</sup> TANF recipients in countable activities are exempt from copayments when TANF income is their only income. Families receiving earned income qualify as working parents and are not exempt from copayments.

<sup>10</sup> Reduced fees or copayment exemptions are decided on a case-by-case basis.

<sup>11</sup> Only TANF families participating in state approved activities, such as education, training, and employment, are exempt.

<sup>12</sup> TANF families and families with pending TANF cases pay no copayment. They are responsible for any amount the provider charges over the market rate.

<sup>13</sup> All participants must share in the cost of child care except employed non-parent caretaker relatives who receive a child-only or general assistance benefit for children needing care due to the relatives' employment.

<sup>14</sup> TANF families are required to pay any amount above what the agency pays, which is 100 percent of the maximum rate.

- <sup>15</sup> Families with authorization from the department that administers TANF are exempt from copayments.
- <sup>16</sup> Families are exempt from copayments if child care will be needed to attend TANF activities.
- <sup>17</sup> If the family's only income is TANF income, the family pays only one dollar annually.
- <sup>18</sup> Families receiving temporary assistance pay no copayment, unless they are repaying an overpayment. Families who choose to receive child care in lieu of temporary assistance pay the minimum copayment of one dollar per week.
- <sup>19</sup> TANF applicants who meet work requirements are not required to pay a copayment.
- <sup>20</sup> Children with no countable income residing with an adult other than their parents are exempt.
- <sup>21</sup> The family is responsible for paying any amount that is over the allowable maximum child care amount.
- <sup>22</sup> If the TANF caretaker is ineligible, a copayment may be assessed. The TANF caretaker is always responsible for paying any amount that is over the maximum reimbursement rate.
- <sup>23</sup> Families transitioning off of TANF are not assigned a copayment if the children in the family receive SSI. The family is still responsible for paying any amount that is over the allowable maximum child care amount.
- <sup>24</sup> There is no copayment for the first month to allow for a 10-day notice to transition to Employment Related Day Care.
- <sup>25</sup> TANF families that are not working but in the employment and training program are exempt.
- <sup>26</sup> The family is exempt from the copayment requirement, but may be asked to pay the difference between what the provider charges and the maximum reimbursement rate.
- <sup>27</sup> Families transitioning off of a TANF work program are assigned the minimum copayment based on the number of children in care for up to five weeks of care.
- <sup>28</sup> The territory or outlying area does not have a TANF program.
- <sup>29</sup> Copayments are waived for TANF and other families below the poverty level.

**Table 28. Copayment Administration, 2010**

State	Who Collects the Copayment	If Family is Required to Pay the Difference Between the Maximum Reimbursement Rate and the Provider Rate <sup>2</sup>	What the Family Pays for Absences		
			Illness	Vacation	Approved Closings
Alabama	Provider	Always	Copayment	Copayment	Copayment
Alaska	Provider	Always	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>
Arizona	Provider	Always <sup>3</sup>	Varies <sup>4</sup>	Varies <sup>4</sup>	Varies <sup>4</sup>
Arkansas	Provider	Sometimes <sup>5</sup>	Varies <sup>4</sup>	Varies <sup>4</sup>	Varies <sup>4</sup>
California	Other <sup>6</sup>	Always	Copayment	Copayment	Copayment
Colorado	Provider	Never <sup>7</sup>	Copayment <sup>8</sup>	Copayment <sup>8</sup>	Copayment <sup>8</sup>
Connecticut	Provider	Always <sup>9</sup>	Copayment	Copayment	Copayment
Delaware	Provider	Sometimes <sup>10</sup>	Copayment	Copayment	Copayment
DC	Provider	Never	Copayment <sup>11</sup>	Copayment <sup>11</sup>	Copayment
Florida	Provider	Always	Copayment <sup>12</sup>	Copayment <sup>12</sup>	Copayment <sup>12</sup>
Georgia	Provider	Sometimes <sup>13</sup>	Copayment	Varies <sup>14</sup>	Entire cost of care <sup>15</sup>
Hawaii	Provider	Always	Copayment	Copayment	Copayment
Idaho	Provider	Always	Copayment	Copayment	Copayment
Illinois	Provider	Sometimes <sup>16</sup>	Varies <sup>17</sup>	Varies <sup>17</sup>	Varies <sup>17</sup>
Indiana	Provider	Always <sup>18</sup>	Copayment	Copayment	Copayment
Iowa	Provider	Never <sup>19</sup>	Copayment <sup>20</sup>	Copayment <sup>20</sup>	Copayment <sup>20</sup>
Kansas	Provider <sup>21</sup>	Always <sup>21</sup>	Varies <sup>21</sup>	Varies <sup>21</sup>	Varies <sup>21</sup>
Kentucky	Provider	Always	Copayment	Copayment	Copayment
Louisiana	Provider	Always	Copayment <sup>22</sup>	Copayment <sup>22</sup>	Copayment <sup>22</sup>
Maine	Provider	Never	Copayment	Copayment	Copayment
Maryland	Provider	Always <sup>4</sup>	Varies <sup>4</sup>	Varies <sup>4</sup>	Varies <sup>4</sup>
Massachusetts	Provider	Never <sup>23</sup>	Copayment	Copayment <sup>24</sup>	Copayment <sup>25</sup>
Michigan	Provider	Always <sup>4</sup>	Copayment <sup>26</sup>	Entire cost of	Copayment <sup>26</sup>
Minnesota	Provider	Always <sup>27</sup>	Copayment <sup>28</sup>	Copayment <sup>28</sup>	Copayment <sup>28</sup>
Mississippi	Provider	Always	Copayment	Copayment	Copayment
Missouri	Provider	Always	Copayment	Copayment	Copayment
Montana	Provider	Always	Varies <sup>29</sup>	Varies <sup>29</sup>	Varies <sup>29</sup>
Nebraska	Provider	Never <sup>30</sup>	Varies <sup>31</sup>	Varies <sup>31</sup>	No copayment
Nevada	Provider	Always	Copayment <sup>32</sup>	Copayment <sup>32</sup>	Copayment <sup>32</sup>
New Hampshire	Provider	Always <sup>33</sup>	Entire cost of	Entire cost of	Entire cost of
New Jersey	Provider	Always	Copayment	Copayment	Copayment
New Mexico	Provider	Never <sup>34</sup>	Copayment	Copayment	Copayment
New York	Provider <sup>35</sup>	Always	Copayment <sup>36</sup>	Entire cost of care <sup>36</sup>	Copayment <sup>36</sup>
North Carolina	Provider	Always <sup>33</sup>	Copayment	Copayment <sup>37</sup>	Copayment
North Dakota	Provider	Always	Copayment	Entire cost of care	Entire cost of care
Ohio	Provider	Never	Varies <sup>38</sup>	Varies <sup>38</sup>	Varies <sup>38</sup>
Oklahoma	Provider	Never <sup>39</sup>	No copayment <sup>40</sup>	No copayment <sup>40</sup>	No copayment <sup>40</sup>
Oregon	Provider	Sometimes <sup>41</sup>	Copayment <sup>42</sup>	Copayment <sup>42</sup>	Copayment <sup>42</sup>
Pennsylvania	Provider	Always <sup>43</sup>	Copayment	Copayment	Copayment

**Table 28. Copayment Administration, 2010**

State	Who Collects the Copayment	If Family is Required to Pay the Difference Between the Maximum Reimbursement Rate and the Provider Rate <sup>2</sup>	What the Family Pays for Absences		
			Illness	Vacation	Approved Closings
Rhode Island	Provider	--- <sup>1</sup>	Copayment <sup>44</sup>	Copayment <sup>44</sup>	Copayment <sup>44</sup>
South Carolina	Provider	Always	Copayment	Copayment	Copayment
South Dakota	Provider	Always	Copayment	Copayment	Entire cost of care <sup>45</sup>
Tennessee	Provider	Sometimes <sup>46</sup>	Copayment	Copayment	Copayment
Texas	Provider	Sometimes <sup>47</sup>	Copayment	Copayment	Copayment
Utah	Provider	Always <sup>48</sup>	Copayment	Copayment	Copayment
Vermont	Provider	Always	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>
Virginia	Provider	Sometimes <sup>49</sup>	Varies <sup>50</sup>	Varies <sup>50</sup>	Varies <sup>50</sup>
Washington	Provider	Never	No copayment	No copayment	No copayment
West Virginia	Provider	Never <sup>51</sup>	No copayment	No copayment	No copayment
Wisconsin	Provider	Always	Varies <sup>52</sup>	Varies <sup>52</sup>	Varies <sup>52</sup>
Wyoming	Provider	Always	Entire cost of care	Entire cost of care	Entire cost of care
American Samoa	NA <sup>53</sup>	NA <sup>53</sup>	NA <sup>53</sup>	NA <sup>53</sup>	NA <sup>53</sup>
Guam	Provider	Always	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>
No Mariana Islands	Other <sup>54</sup>	Always	Copayment	Copayment	Copayment
Puerto Rico	Provider	Always	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>
Virgin Islands	Provider	Always	Copayment	Copayment	Copayment

Source: CCDF Policies Database October 1, 2010 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> This column captures the policies for whether the family is required to pay the difference when the provider charges a higher rate than the maximum reimbursement rate. An entry of "Always" is coded if providers are allowed to charge a higher rate, and when they choose to do so the family is required to pay the difference. An entry of "Never" indicates that providers are never allowed to charge the client more than the established copayment for general child care services.

<sup>3</sup> If the family uses a provider that charges higher rates, the provider may require the family to pay the difference.

<sup>4</sup> What the parent is required to pay depends on the provider's written policy.

<sup>5</sup> The parent is never required to pay the difference unless the provider has received state quality accreditation. Those providers have the option of charging a parent the difference between the county-determined rate and the established rate the provider charges for equal services.

<sup>6</sup> At the discretion of the local agency, copayments may be collected by either the provider or the local agency.

<sup>7</sup> Parents cannot be asked to pay more than the amount the county pays unless the parent chooses to have the child participate in optional activities, owes late fees, fails to give adequate notice of withdrawal from services to the provider, or has absences beyond the maximum number allowed by the county.

<sup>8</sup> Parental fees are not pro-rated for partial months of service. Absences beyond the maximum number allowed by the county are the responsibility of the parent. Parents can request additional absences for illness if they have a note from a doctor.

<sup>9</sup> The parent is responsible for all costs not paid by the state on behalf of the parent.

<sup>10</sup> Families are required to pay the difference only when using a Purchase of Care Plus provider.

<sup>11</sup> A child may be absent for up to 15 days per year for vacation and up to 15 days per month for illness.

<sup>12</sup> The agency pays for three unexcused absences per month per child and up to seven additional absences with documentation of extraordinary circumstances.

<sup>13</sup> For special needs child care, the parent may request a waiver if the provider's rate exceeds the state's maximum reimbursement rate. For children in state custody, the case manager must first negotiate a lower rate. If negotiation is unsuccessful, the case manager must request a waiver.

- <sup>14</sup> Parents are required to pay the copayment for days the child is absent from care, but care may be suspended for summer breaks and holidays.
- <sup>15</sup> The provider cannot bill the subsidy program for days the facility is not open.
- <sup>16</sup> Providers under the certificate program may require parents to pay the difference, while site contracted providers cannot ask parents to pay the difference.
- <sup>17</sup> The policy applies to licensed child care centers only. If a child is on vacation, ill, or hospitalized for five consecutive days and is not in attendance at the center, the monthly copayment may be reduced by subtracting one week's copayment. To qualify for the reduction, the parent must provide written notification to the licensed center or subsidy staff within 10 business days of the illness or hospitalization. If a center is closed for five consecutive days and there is no cost to the state during the time the center is closed, then the copayment may be reduced. If the parent must use subsidized care from an alternate provider during this time, there will not be a reduction in copayment.
- <sup>18</sup> The parent assumes responsibility for paying the difference unless the caregiver is willing to accept a lower rate of reimbursement.
- <sup>19</sup> Providers cannot request additional payment from families except for late fees, activity fees, or the cost of care if the family uses care beyond the amount approved by the agency.
- <sup>20</sup> Payments may be made to providers for four absences per month.
- <sup>21</sup> The parent and provider contract outlines the parent's responsibilities for making payments to the provider. The provider may choose to charge the parent the difference between the maximum reimbursement rate and the provider rate. What the parent pays for absences is dependent on the provider's policies, as outlined in the parent and provider contract.
- <sup>22</sup> The copayment does not change if the child is absent less than 23 percent of the authorized days for full-time care.
- <sup>23</sup> Families cannot be asked to pay the difference in the provider rate. The family may be required to pay the difference for optional services the family chooses to use or fees for late pick-ups.
- <sup>24</sup> Up to a maximum of two weeks are allowed for vacation.
- <sup>25</sup> Parents are not required to pay a copayment when the center was closed without advanced approval.
- <sup>26</sup> The state will reimburse the provider for up to 208 hours if the child is absent due to an illness or holiday, the child would have regularly been in the care of the provider on that day, and the provider charges all parents for absences due to holidays and illness.
- <sup>27</sup> Payment of the difference is not a condition of child care eligibility.
- <sup>28</sup> There is no change in copayment for child absences except when absent days exceed 10 days in a row or 25 days in a calendar year, in which case, the family pays the entire cost of care. Exceptions may be made for documented medical conditions.
- <sup>29</sup> If the family is responsible for paying the provider when a child is temporarily absent from full-time care in a licensed or registered care facility, the state will pay for up to 150 hours if the provider is providing full-time care, the provider is open while the child is absent, the provider charges non-subsidized families when their children are absent, the time charged reflects the time the child was expected to be in attendance, and the provider believes the child will return to the facility following the absence.
- <sup>30</sup> Providers are not allowed to charge the parent the difference between what the agency pays and the provider's private pay rate, except late fees for parents who fail to pick their child up on time and care provided to foster children and children receiving guardianship or adoption subsidies.
- <sup>31</sup> The agency will not pay for days the children are not in care. The provider may charge the client if the child is absent on a scheduled day. The provider cannot charge for any days the child was not scheduled to be in care.
- <sup>32</sup> The state reimburses providers for absences for up to 15 days per calendar year. For those 15 days, the family still pays a copayment.
- <sup>33</sup> If the provider chooses to charge the family for the difference between the provider's rate and the maximum reimbursement rate, the family is required to pay the difference.
- <sup>34</sup> The case manager may adjust the copayment in certain situations if the provider cost exceeds the maximum rate.
- <sup>35</sup> Each district determines how the copayment is collected. The district may choose to have either the provider or the district collect the copayment.
- <sup>36</sup> Policies coded for New York City. Local districts choose whether to pay for temporary absences, routine absences, or absences caused by extenuating circumstances. If a district pays for absences for illness, the family is only responsible for the copayment.
- <sup>37</sup> Payment for subsidized child care service is typically based on enrollment but in some instances may be based on attendance. The county has the option to pay based on attendance when the child has been absent for more than five but less than 10 days in a month and the provider did not notify the agency, the child has been absent for 10 consecutive days, or the provider charges on the basis of attendance.
- <sup>38</sup> If the provider charges for the absence, the family pays their regular copayment. If the provider does not charge for the absence, the family pays no copayment.

<sup>39</sup> Allowable extra charges by the provider are limited to registration fees, transportation fees, late fees, and charges for time not approved by the agency. The family may be asked to pay additional costs if the family failed to correctly use the EBT card to document service. The family cannot be charged for time covered by the agency if the EBT card was correctly used, even if the time exceeds the usual amount for full-time care.

<sup>40</sup> There is no copayment for absences unless the family failed to correctly use the EBT card during the month of service, thus causing the provider to lose the absent day payment because attendance was not accurately documented.

<sup>41</sup> Parents may be responsible for paying the difference when the provider's rate exceeds the maximum reimbursement rate.

<sup>42</sup> The agency will pay the provider for up to five days per month when a child is absent from care if the child was scheduled to be in care on the absent days and the provider held the slot open for the child, the provider bills for the time the child was absent, and it is the provider's policy to bill all families for absent days. The agency will not pay for more than five consecutive absent days that overlap from one month to the next if the child does not return during that next month.

<sup>43</sup> If the provider chooses to charge the family for the difference between the provider's rate and the maximum reimbursement rate, the family is required to pay the difference.

<sup>44</sup> The agency will continue to pay the provider for up to two weeks of absences in a 12-month period if the parent authorizes the payment.

<sup>45</sup> The parent is responsible for any costs above those allowed by the department, and the department will not pay for days the center is closed.

<sup>46</sup> Parents are responsible for paying the difference in cost when providers charge more than the state reimbursement rate, as long as the provider notifies the parent of the difference in cost and the parent agrees in writing to pay the difference.

<sup>47</sup> The local board may develop a policy that prohibits providers from charging the difference between their published rate and the reimbursement rate. Providers are prohibited from charging families who are exempt from copayments.

<sup>48</sup> If a parent is participating in approved activities exceeding 172 hours per month, an extra payment may be issued. Extra payments will not be issued if the participation is 172 hours or less. If the child care subsidy is less than the amount charged by the provider selected, the parent is responsible to pay the difference.

<sup>49</sup> Parents who choose a provider with a rate above the maximum reimbursement rate are responsible for payment of any additional amount, unless the local department elects to pay additional child care costs with local funding. Child care subsidy funds may be used to pay up to a 100 dollar annual registration fee. No child care subsidy funds may be used to pay provider activity fees.

<sup>50</sup> Copayments for absences are based on provider enrollment, provider attendance practices, and local department payment policies.

<sup>51</sup> Allowable extra charges by the provider are limited to registration fees, transportation fees, late fees and charges for time not approved by the agency.

<sup>52</sup> The agency will pay for up to six weeks for absences due to illness, two weeks for absences due to vacation, and one week for provider closings in order to hold the child care slot for providers who are authorized based on enrollment. Providers who are paid based on attendance are not paid by the agency. The family may be responsible for the cost of care.

<sup>53</sup> American Samoa serves families that all fall below the Federal Poverty Guidelines and waives the copayment for all eligible families.

<sup>54</sup> All copayments are made directly to the CNMI treasury.

**Table 29. Copayment Calculation, 2010**

State	Copayment Calculation Method	Copayment Income Definition	Minimum Copayment <sup>2</sup>
Alabama	Dollar amount	Same as for determining eligibility	NA <sup>3</sup>
Alaska	Percent of income	Same as for determining eligibility	NA
Arizona	Dollar amount	Same as for determining eligibility	NA
Arkansas	Percent of child care cost	Same as for determining eligibility	NA
California	Dollar amount	Same as for determining eligibility	NA
Colorado	Other <sup>4</sup>	Same as for determining eligibility	5 dollars monthly <sup>5</sup>
Connecticut	Percent of income	Same as for determining eligibility	NA
Delaware	Percent of child care cost	Same as for determining eligibility	NA
DC	Dollar amount	Same as for determining eligibility	NA
Florida	Dollar amount	Same as for determining eligibility	NA
Georgia	Dollar amount	Same as for determining eligibility	NA
Hawaii	Other <sup>6</sup>	Same as for determining eligibility	NA
Idaho	Percent of child care cost	Same as for determining eligibility	NA
Illinois	Dollar amount	Same as for determining eligibility	NA
Indiana	Percent of income <sup>7</sup>	Same as for determining eligibility	NA
Iowa	Dollar amount	Same as for determining eligibility	NA
Kansas	Dollar amount	Same as for determining eligibility	NA
Kentucky	Dollar amount	Same as for determining eligibility	NA
Louisiana	Percent of child care cost	Same as for determining eligibility	NA
Maine	Percent of income	Same as for determining eligibility	NA
Maryland	Dollar amount	Same as for determining eligibility	NA
Massachusetts	Dollar amount	Same as for determining eligibility	NA
Michigan	Percent of maximum rate	Same as for determining eligibility	NA

**Table 29. Copayment Calculation, 2010**

State	Copayment Calculation Method	Copayment Income Definition	Minimum Copayment <sup>2</sup>
Minnesota	Dollar amount	Same as for determining eligibility	NA
Mississippi	Dollar amount	Same as for determining eligibility	10 dollars monthly
Missouri	Dollar amount	Same as for determining eligibility	NA <sup>8</sup>
Montana	Percent of income	Same as for determining eligibility	10 dollars monthly
Nebraska	Dollar amount	Same as for determining eligibility	NA
Nevada	Percent of child care cost	Same as for determining eligibility	5 percent of income <sup>9</sup>
New Hampshire	Percent of income	Same as for determining eligibility	NA
New Jersey	Dollar amount	Same as for determining eligibility	NA
New Mexico	Dollar amount	Same as for determining eligibility	NA
New York	Dollar amount	Varies <sup>10</sup>	1 dollar weekly <sup>11</sup>
North Carolina	Percent of income	Same as for determining eligibility	NA <sup>12</sup>
North Dakota	Dollar amount <sup>13</sup>	Same as for determining eligibility	NA
Ohio	Dollar amount	Same as for determining eligibility	NA
Oklahoma	Dollar amount	Same as for determining eligibility	NA
Oregon	Other <sup>14</sup>	Same as for determining eligibility	25 dollars monthly <sup>15</sup>
Pennsylvania	Dollar amount	Same as for determining eligibility	5 dollars weekly
Rhode Island	Percent of income	Same as for determining eligibility	NA
South Carolina	Dollar amount	Same as for determining eligibility	NA
South Dakota	Other <sup>16</sup>	Same as for determining eligibility	10 dollars monthly <sup>16</sup>
Tennessee	Dollar amount	Same as for determining eligibility	NA
Texas	Percent of income <sup>17</sup>	Same as for determining eligibility	NA <sup>17</sup>
Utah	Dollar amount	Same as for determining eligibility	NA
Vermont	Percent of child care cost	Same as for determining eligibility	NA

**Table 29. Copayment Calculation, 2010**

State	Copayment Calculation Method	Copayment Income Definition	Minimum Copayment <sup>2</sup>
Virginia	Percent of income	Same as for determining eligibility	NA
Washington	Other <sup>18</sup>	Same as for determining eligibility	15 dollars monthly
West Virginia	Dollar amount	Same as for determining eligibility	NA
Wisconsin	Dollar amount	Same as for determining eligibility	NA
Wyoming	Dollar amount	Same as for determining eligibility	NA
American Samoa	NA <sup>19</sup>	NA <sup>19</sup>	NA <sup>19</sup>
Guam	Percent of child care cost	Same as for determining eligibility	--- <sup>1</sup>
No Mariana Islands	Percent of child care cost	Same as for determining eligibility	NA
Puerto Rico	Dollar amount	Same as for determining eligibility	NA
Virgin Islands	Dollar amount	Same as for determining eligibility	NA

Source: CCDF Policies Database October 1, 2010 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> The minimum copayment applies when there is a statutory minimum that may override the copayment found in the state's copayment formula or fee schedule. The minimum is not derived from the lowest copayment found on the fee schedule.

<sup>3</sup> Families whose income falls below the lowest copayment income range do not have to pay a fee.

<sup>4</sup> Families pay a percentage of their income for the first child in care, plus a dollar amount for each additional child in care.

<sup>5</sup> Families with financial hardship can have their fee reduced to five dollars. The copayment can be waived for families with teen parents, where both parents are in high school or obtaining their GED and paying the fee would produce a hardship.

<sup>6</sup> Families pay a percentage of the maximum rate or the child care cost, whichever is less.

<sup>7</sup> The copayment amount varies according to the number of years a family has been receiving assistance. Copayment amounts reflect the percentage of monthly income required as a copayment in the first year of assistance. The percentage of monthly income required as a copayment for a particular income category increases by one percentage point for each year (up to six) the family receives assistance.

<sup>8</sup> Families whose only income is TANF income and families below 25 percent of state median income pay one dollar annually.

<sup>9</sup> Families must pay a minimum five percent copayment unless they are a TANF, foster care, or child protective services case.

<sup>10</sup> In order to determine the copayment, the amount of income over the state income standard is used in the calculation. The copayment calculation is a percentage of the income that exceeds the state income standard.

<sup>11</sup> The minimum family copayment is required of low-income families but not temporary assistance families.

<sup>12</sup> When the assessed copayment is less than five dollars a month, it is disregarded.

<sup>13</sup> The amount paid to the provider is rounded down to the nearest dollar. The family pays whichever is lower, either a flat dollar amount or a percent of the cost of care.

<sup>14</sup> The copayment is calculated by a mathematical formula that gradually increases the copay as family income increases. Workers calculate copayment amounts by entering a family's monthly income and family size into a web tool.

<sup>15</sup> Families whose income is at or below 50 percent of the 2007 Federal Poverty Guidelines pay either 1.5 percent of their countable income or 25 dollars, whichever is greater.

<sup>16</sup> Households with income between 100 and 105 percent of the Federal Poverty Guidelines pay 10 dollars monthly. Households with gross monthly countable income above 105 percent the Federal Poverty Guidelines have a copayment between 4.5 percent and 7.5 percent of their income.

<sup>17</sup> Policies coded for the Gulf Coast Region.

<sup>18</sup> Families with income up to 137.5 percent of the Federal Poverty Guidelines pay a flat dollar amount based on income. For families with income above 137.5 percent of the Federal Poverty Guidelines, the state subtracts 137.5 percent of the Federal Poverty Guidelines from countable income, multiplies the amount times .44, and then adds 50 dollars.

<sup>19</sup> American Samoa serves families that all fall below the Federal Poverty Guidelines and waives the copayment for all eligible families.

**Table 30. Other Copayment Calculation Policies, 2010**

State	<u>Copayment for Families with Multiple Children</u>		<u>Copayment for Part-Time Care</u>		
	Adjustment for Second Child in Care	Adjustment for Third Child in Care	Adjustment for Part-Time Care	Maximum Number of Hours Considered Part-Time Care if Copayment is Adjusted	Adjustment for Children with Special Needs
Alabama	Copayment is per child	Copayment is per child	50 percent of full-time copayment	25 hours weekly	No adjustment
Alaska	Copayment is family level, does not vary by number of children in care	Copayment is family level, does not vary by number of children in care	No adjustment	NA	No adjustment
Arizona	Copayment is per child	Copayment is per child	50 percent of full-time copayment	Less than 6 hours daily	No adjustment
Arkansas	NA (Copay is percent of cost or max rate)	NA (Copay is percent of cost or max rate)	NA (Copay is percent of cost or maximum rate)	NA	No adjustment
California	Copayment is family level, does not vary by number of children in care	Copayment is family level, does not vary by number of children in care	50 percent of full-time copayment <sup>2</sup>	Less than 6.5 hours daily	No adjustment
Colorado	Varies <sup>3</sup>	Varies <sup>3</sup>	55 percent of full-time copayment	Less than 5 hours daily <sup>4</sup>	No adjustment
Connecticut	Copayment is family level, does not vary by number of children in care	Copayment is family level, does not vary by number of children in care	No adjustment	NA	No adjustment
Delaware	NA (Copay is percent of cost or max rate)	NA (Copay is percent of cost or max rate)	NA (Copay is percent of cost or maximum rate)	NA	105 percent of copay for non-special needs child
DC	75 percent of one child copayment	NA <sup>5</sup>	50 percent of full-time copayment	5 hours daily	No adjustment
Florida	50 percent of one child copayment <sup>6</sup>	50 percent of one child copayment <sup>6</sup>	50 percent of full-time copayment	Less than 6 hours daily	No adjustment
Georgia	Varies <sup>7</sup>	Varies <sup>7</sup>	No adjustment	NA	No adjustment
Hawaii	NA (Copay is percent of cost or max rate)	NA (Copay is percent of cost or max rate)	NA (Copay is percent of cost or maximum rate)	NA	No adjustment
Idaho	NA (Copay is percent of cost or max rate)	NA (Copay is percent of cost or max rate)	NA (Copay is percent of cost or maximum rate)	NA	No adjustment
Illinois	Varies <sup>8</sup>	Varies <sup>8</sup>	No adjustment	NA	No adjustment
Indiana	Copayment is family level, does not vary by number of children in care	Copayment is family level, does not vary by number of children in care	No adjustment	NA	No adjustment

**Table 30. Other Copayment Calculation Policies, 2010**

State	<u>Copayment for Families with Multiple Children</u>		<u>Copayment for Part-Time Care</u>		
	Adjustment for Second Child in Care	Adjustment for Third Child in Care	Adjustment for Part-Time Care	Maximum Number of Hours Considered Part-Time Care if Copayment is Adjusted	Adjustment for Children with Special Needs
Iowa	Varies <sup>9</sup>	Varies <sup>9</sup>	50 percent of full-time copayment <sup>10</sup>	5 hours daily <sup>10</sup>	No adjustment
Kansas	Copayment is family level, does not vary by number of children in care	Copayment is family level, does not vary by number of children in care	No adjustment	NA	No adjustment
Kentucky	Varies <sup>11</sup>	Varies <sup>11</sup>	No adjustment	NA	No adjustment
Louisiana	NA (Copay is percent of cost or max rate)	NA (Copay is percent of cost or max rate)	NA (Copay is percent of cost or maximum rate)	NA	No adjustment
Maine	Copayment is family level, does not vary by number of children in care	Copayment is family level, does not vary by number of children in care	No adjustment	NA	No adjustment
Maryland	Varies <sup>11</sup>	Varies <sup>11</sup>	67 percent of full-time copayment <sup>12</sup>	Less than 6 hours daily <sup>12</sup>	No adjustment
Massachusetts	50 percent of one child copayment	25 percent of one child copayment	50 percent of full-time copayment	Less than 6 hours daily	No adjustment
Michigan	NA (Copay is percent of cost or max rate)	NA (Copay is percent of cost or max rate)	NA (Copay is percent of cost or maximum rate)	NA	No adjustment
Minnesota	Copayment is family level, does not vary by number of children in care	Copayment is family level, does not vary by number of children in care	No adjustment	NA	No adjustment
Mississippi	Varies <sup>13</sup>	Varies <sup>13</sup>	50 percent of full-time copayment	Less than 6 hours daily	10 dollars monthly
Missouri	Copayment is per child	Copayment is per child	Other <sup>14</sup>	Less than 5 hours daily <sup>14</sup>	No copayment
Montana	Copayment is family level, does not vary by number of children in care	Copayment is family level, does not vary by number of children in care	No adjustment	NA	No adjustment
Nebraska	Copayment is per child	Copayment is per child	No adjustment	NA	No adjustment
Nevada	NA (Copay is percent of cost or max rate)	NA (Copay is percent of cost or max rate)	NA (Copay is percent of cost or maximum rate)	NA	No adjustment
New Hampshire	Copayment is family level, does not vary by number of children in care	Copayment is family level, does not vary by number of children in care	No adjustment	NA	No adjustment

**Table 30. Other Copayment Calculation Policies, 2010**

State	<u>Copayment for Families with Multiple Children</u>		<u>Copayment for Part-Time Care</u>		
	Adjustment for Second Child in Care	Adjustment for Third Child in Care	Adjustment for Part-Time Care	Maximum Number of Hours Considered Part-Time Care if Copayment is Adjusted	Adjustment for Children with Special Needs
New Jersey	75 percent of one child copayment	NA	50 percent of full-time copayment	Less than 6 hours daily	No adjustment
New Mexico	50 percent of one child copayment	25 percent of one child copayment	75 percent of full-time copayment <sup>15</sup>	29 hours weekly <sup>15</sup>	No adjustment
New York	Copayment is family level, does not vary by number of children in care	Copayment is family level, does not vary by number of children in care	75 percent of full-time copayment <sup>16</sup>	30 hours weekly <sup>16</sup>	No adjustment
North Carolina	Copayment is family level, does not vary by number of children in care	Copayment is family level, does not vary by number of children in care	75 percent of full-time copayment <sup>17</sup>	31 hours weekly <sup>17</sup>	No adjustment
North Dakota	Copayment is family level, does not vary by number of children in care <sup>18</sup>	Copayment is family level, does not vary by number of children in care <sup>18</sup>	No adjustment <sup>18</sup>	NA	No adjustment
Ohio	Copayment is family level, does not vary by number of children in care	Copayment is family level, does not vary by number of children in care	No adjustment	NA	No adjustment
Oklahoma	Varies <sup>19</sup>	Varies <sup>19</sup>	No adjustment	NA	No adjustment
Oregon	Copayment is family level, does not vary by number of children in care	Copayment is family level, does not vary by number of children in care	No adjustment	NA	No adjustment
Pennsylvania	Copayment is family level, does not vary by number of children in care	Copayment is family level, does not vary by number of children in care	No adjustment	NA	No adjustment
Rhode Island	Copayment is family level, does not vary by number of children in care	Copayment is family level, does not vary by number of children in care	No adjustment	NA	--- <sup>1</sup>
South Carolina	Copayment is per child	Copayment is per child	No adjustment	NA	No adjustment
South Dakota	Copayment is family level, does not vary by number of children in care	Copayment is family level, does not vary by number of children in care	No adjustment	NA	Other <sup>20</sup>
Tennessee	Varies <sup>19</sup>	Varies <sup>19</sup>	50 percent of full-time copayment	Less than 20 hours weekly	No adjustment

**Table 30. Other Copayment Calculation Policies, 2010**

State	Copayment for Families with Multiple Children		Copayment for Part-Time Care		
	Adjustment for Second Child in Care	Adjustment for Third Child in Care	Adjustment for Part-Time Care	Maximum Number of Hours Considered Part-Time Care if Copayment is Adjusted	Adjustment for Children with Special Needs
Texas	18 percent of one child copayment <sup>21, 22</sup>	NA <sup>21</sup>	35 percent of full-time copayment <sup>21, 23</sup>	Less than 6 hours daily <sup>21</sup>	No adjustment
Utah	Varies <sup>19</sup>	Varies <sup>19</sup>	No adjustment	NA	Other <sup>24</sup>
Vermont	NA (Copay is percent of cost or max rate)	NA (Copay is percent of cost or max rate)	NA (Copay is percent of cost or maximum rate)	NA	No adjustment <sup>25</sup>
Virginia	Copayment is family level, does not vary by number of children in care	Copayment is family level, does not vary by number of children in care	No adjustment	NA	No adjustment
Washington	Copayment is family level, does not vary by number of children in care	Copayment is family level, does not vary by number of children in care	No adjustment	NA	No adjustment
West Virginia	Copayment is per child	Copayment is per child <sup>26</sup>	No adjustment <sup>27</sup>	NA	No adjustment
Wisconsin	Varies <sup>19</sup>	Varies <sup>19</sup>	50 percent of full-time copayment	20 hours weekly	No adjustment
Wyoming	Copayment is per child	Copayment is per child	No adjustment <sup>28</sup>	NA	No adjustment
American Samoa	NA <sup>29</sup>	NA <sup>29</sup>	NA <sup>29</sup>	NA <sup>29</sup>	NA <sup>29</sup>
Guam	NA (Copay is percent of cost or max rate)	NA (Copay is percent of cost or max rate)	NA (Copay is percent of cost or maximum rate)	NA	--- <sup>1</sup>
No Mariana Islands	NA (Copay is percent of cost or max rate)	NA (Copay is percent of cost or max rate)	NA (Copay is percent of cost or maximum rate)	NA	No adjustment
Puerto Rico	50 percent of one child copayment	25 percent of one child copayment	--- <sup>1</sup>	NA	No copayment
Virgin Islands	Copayment is per child	Copayment is per child	No adjustment	NA	No adjustment

Source: CCDF Policies Database October 1, 2010 Data

<sup>1</sup> Information not found in state's manual.<sup>2</sup> If there is more than one child in care, the full-time versus part-time-copayment is determined according to the child who is in care for the greatest number of hours.<sup>3</sup> Families pay a percentage of their income for the first child in care, plus a dollar amount for each additional child in care. The dollar amount is the same for each additional child in the family and varies based on family income. For counties opting to serve families for up to an additional 6 months once their income goes above 225 percent of the Federal Poverty Guidelines, the copayment for the first child in care is 12 percent to 25 percent of household income, determined on a case-by-case basis and increased incrementally. The fee for each additional child in care is 40 dollars.

<sup>4</sup> Part-time care is defined as an average of less than 13 full-time or equivalent units of care per month. A part-time unit is defined as less than five hours of care in a day. Part-time units are converted to equivalent full-time units using a factor of .55.

<sup>5</sup> The copayment is applied to the two oldest children receiving care when there are multiple children in the family. No additional copayment is required when there are more than two children.

<sup>6</sup> Policies coded for the Miami-Dade Coalition.

<sup>7</sup> The copayment is a family fee that increases with each additional child in care. Separate fee schedules are provided based on the number of children in care. The amount varies for different income levels.

<sup>8</sup> Different fee schedules are provided for one child in care and two or more children in care.

<sup>9</sup> The copayment amount is determined by the number of children in care. Once the copayment level is determined, the copayment is not paid per child, but paid only for the child receiving the most units of care. If there are two children in care, the families pay a copayment that is 50 cents higher per day (25 cents per half day) than the amount if only one child is in care, except for the first income level, where the copayment remains zero. For a third child in care the copayment is one dollar higher per day (50 cents per half day) than the copayment for one child in care, except for the first income level where the copayment remains zero. The family is charged the same rate for more than three children as for three children.

<sup>10</sup> Copayments are based on a half-day rate, multiplied by two to calculate the full-day rate. Part-time care of up to five hours uses the half-day rate. If the hours of care needed exceed five, two or more units of care are used and the half-day rate is multiplied by the number of daily units of care used.

<sup>11</sup> A separate copayment schedule is provided for additional children in care. The adjustment for the second child in care is the same as the adjustment for the third child in care.

<sup>12</sup> There are two levels of part-time care: care for three hours or less per day, and care for more than three but less than six hours per day. Care for more than three but less than six hours per day is charged a copayment of 66.67 percent of the full-time rate. Care for three hours or less per day is charged a copayment of 33.33 percent of the full-time rate.

<sup>13</sup> The copayment varies by family size, number of children in care, and the majority type of care provided (full-time or part-time care).

<sup>14</sup> The half-time care copayment is a dollar amount ranging from 65 to 70 percent of the full-time copayment depending on the family's income level. An additional part-time copayment ranging from 45 to 50 percent of the full-time care copayment, depending on the family's income level, is used for care provided up to three hours per day.

<sup>15</sup> The adjustment for part-time care varies depending on the amount of care used. For care provided 20 to 29 hours per week, the adjustment is 75 percent of the full-time rate. For care provided six to 19 hours per week, the adjustment is 50 percent of the full-time rate. For care provided five hours or less per week, the adjustment is 25 percent of the full-time rate.

<sup>16</sup> Policies coded for New York City.

<sup>17</sup> If the child is in care for an average of 18 through 31 hours per week, the part-time copayment is 75 percent of the full-time copayment. If the child is in care for an average of 17 hours or less per week, the part-time copayment is 50 percent of the full-time copayment.

<sup>18</sup> The family pays either a flat dollar amount or a percent of the cost of care, whichever is lower. While there is no explicit adjustment for the number of children in care, whether the family pays a percent of the cost of care or a flat amount may vary based on the number of children receiving care and the amount of care received.

<sup>19</sup> The copayment is a family fee that increases with each additional child in care. Separate fee schedules are provided based on the number of children in care.

<sup>20</sup> Copayments for care for children with advanced special needs are capped at 10 percent of gross monthly income.

<sup>21</sup> Policies coded for the Gulf Coast Region.

<sup>22</sup> A fee of 11 percent of the family's gross income is assessed if one child in the family is receiving child care. When two or more children are receiving child care, a fee of 13 percent of the family's gross monthly income is assessed. The increase in the fee equates to a copayment for the second child that is 18 percent of the copayment for the first child.

<sup>23</sup> If all children are receiving child care less than six hours per day, the parent fee is reduced by 65 percent.

<sup>24</sup> There is a separate eligibility and copayment schedule for families with children with special needs.

<sup>25</sup> Families that foster children with special needs or receive an adoption subsidy for a child with special needs are exempt; otherwise, the copayment is the same as for non-special needs children.

<sup>26</sup> The copayment amount is the same for each child. Copayments are capped at three children. If more than three children are in care, the copayment is assessed for the youngest three children.

<sup>27</sup> Partial days of care are converted into full days for purposes of copay and reimbursement.

<sup>28</sup> The copayment is hourly. The copayment for part-time care provided less than five hours per day is four times the hourly copayment.

<sup>29</sup> American Samoa serves families that all fall below the Federal Poverty Guidelines and waives the copayment for all eligible families.

**Table 31. Copayment Amounts for a Single Parent with a Two-Year-Old Child in Full-Time Care (Monthly Dollar Amounts), 2010 <sup>2</sup>**

State	Annual Earnings			
	\$15,000	\$20,000	\$25,000	\$30,000
Alabama	78	Not eligible	Not eligible	Not eligible
Alaska	13	27	63	188
Arizona	65	108	Not eligible	Not eligible
Arkansas	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	Not eligible
California	0	0	76	167
Colorado <sup>3</sup>	113	183	250	325
Connecticut	50	67	125	200
Delaware <sup>4</sup>	100	210	287	Not eligible
DC	44	75	134	192
Florida <sup>5</sup>	69	104	Not eligible	Not eligible
Georgia	113	143	Not eligible	Not eligible
Hawaii <sup>6</sup>	419	698	977	1256
Idaho <sup>7</sup>	194	Not eligible	Not eligible	Not eligible
Illinois	27	51	87	Not eligible
Indiana	63	Not eligible	Not eligible	Not eligible
Iowa	19	128	Not eligible	Not eligible
Kansas	46	110	186	Not eligible
Kentucky	87	173	Not eligible	Not eligible
Louisiana <sup>8</sup>	160	160	240	240
Maine	100	150	208	250
Maryland <sup>9</sup>	143	214	Not eligible	Not eligible
Massachusetts	97	173	271	379
Michigan <sup>8</sup>	32	Not eligible	Not eligible	Not eligible
Minnesota	35	50	95	Not eligible
Mississippi	60	102	143	Not eligible
Missouri <sup>10</sup>	110	Not eligible	Not eligible	Not eligible
Montana	63	200	Not eligible	Not eligible
Nebraska	97	Not eligible	Not eligible	Not eligible
Nevada <sup>11</sup>	61	182	303	425
New Hampshire	100	175	344	650
New Jersey	77	93	128	Not eligible
New Mexico	49	94	144	Not eligible
New York <sup>12</sup>	22	156	247	Not eligible
North Carolina	125	167	208	250
North Dakota <sup>13</sup>	219	259	Not eligible	Not eligible
Ohio	89	149	Not eligible	Not eligible
Oklahoma	65	139	170	Not eligible
Oregon	107	217	361	Not eligible
Pennsylvania	65	108	173	Not eligible
Rhode Island	25	83	167	Not eligible
South Carolina	61	74	Not eligible	Not eligible
South Dakota	0	120	150	180
Tennessee <sup>14</sup>	86	116	142	Not eligible
Texas <sup>15</sup>	138	183	229	Not eligible
Utah	1	83	195	Not eligible

**Table 31. Copayment Amounts for a Single Parent with a Two-Year-Old Child in Full-Time Care (Monthly Dollar Amounts), 2010 <sup>2</sup>**

State	Annual Earnings			
	\$15,000	\$20,000	\$25,000	\$30,000
Vermont <sup>16</sup>	0	23	173	318
Virginia <sup>17</sup>	125	167	208	Not eligible
Washington	50	50	232	Not eligible
West Virginia	32	38	Not eligible	Not eligible
Wisconsin <sup>14</sup>	86	176	249	Not eligible
Wyoming	0	17	121	182
American Samoa <sup>18</sup>	0	0	0	0
Guam	188	375	Not eligible	Not eligible
No Mariana Islands <sup>8</sup>	Not eligible	Not eligible	Not eligible	Not eligible
Puerto Rico	46	Not eligible	Not eligible	Not eligible
Virgin Islands	0	30	Not eligible	Not eligible

Source: CCDF Policies Database October 1, 2010 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> Numbers are rounded to the nearest dollar amount. In calculating the monthly copayment, the following assumptions were made. The family consists of one parent and one child. The child is 24 months old and does not have any special needs. The family receives full-time care. The family is receiving subsidized child care for the first time, and eligibility is determined under initial eligibility thresholds. Families who already receive subsidized care may be eligible at somewhat higher income levels in some states. Families receiving additional assistance, such as transitional child care or TANF, may also qualify for child care subsidies at higher income levels than shown here. All income is earned. If the state uses an income disregard for calculating copayments, the disregard was applied. The lowest earnings level shown (15,000 dollars) is approximately equal to full-time full-year pay at the federal minimum wage of \$7.25 per hour. Unless noted, the calculation for monthly copayments uses 8 hours per day, 5 days per week, and 4.333 weeks per month when hourly, daily, or weekly copayments were provided.

<sup>3</sup> Copayment amounts for Denver.

<sup>4</sup> Copayment amounts based on center reimbursement rates for New Castle.

<sup>5</sup> Copayment amounts for the Miami-Dade Coalition.

<sup>6</sup> Copayment amounts based on reimbursement rates for licensed center based infant and toddler care.

<sup>7</sup> Copayment amounts based on center reimbursement rates for Region 4.

<sup>8</sup> Copayment amounts based on center reimbursement rates.

<sup>9</sup> Copayment amounts for center care in the Baltimore City Region.

<sup>10</sup> Copayments are calculated using a multiplier of 22 days per month.

<sup>11</sup> Copayment amounts based on licensed center reimbursement rates for Clark.

<sup>12</sup> Copayment amounts for New York City.

<sup>13</sup> Families making 15,000 dollars annually fall in the fifth income threshold and pay either a flat dollar amount or 60 percent of the cost of care, whichever is lower. Families making 20,000 dollars annually fall in the sixth income threshold and pay either a flat dollar amount or 70 percent of the cost of care, whichever is lower. When compared to the percentage of the cost of center care, the flat dollar amount is lower in both cases and is shown here.

<sup>14</sup> Copayments are calculated using a multiplier of 4.3 to convert weekly rates to monthly rates.

<sup>15</sup> Copayment amounts for the Gulf Coast Region.

<sup>16</sup> Copayment amounts based on licensed center reimbursement rates.

<sup>17</sup> Copayment amounts for Group III. The state-wide standard copayment for families receiving child care subsidies is 10 percent of their countable monthly gross income. Local departments have the option to use a different amount established by a state approved local alternate copayment schedule.

<sup>18</sup> American Samoa serves families that all fall below the Federal Poverty Guidelines and waives the copayment for all eligible families.

**Table 32. Copayment Amounts for a Single Parent with a Two-Year-Old Child and a Four-Year-Old Child in Full-Time Care (Monthly Dollar Amounts), 2010 <sup>2</sup>**

State	<u>Annual Earnings</u>			
	\$15,000	\$20,000	\$25,000	\$30,000
Alabama	113	156	Not eligible	Not eligible
Alaska	13	23	50	138
Arizona	43	130	217	433
Arkansas	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	Not eligible
California	0	0	54	132
Colorado <sup>3</sup>	118	182	254	335
Connecticut	25	67	83	150
Delaware <sup>4</sup>	115	220	421	478
DC	48	77	131	206
Florida <sup>5</sup>	78	104	156	Not eligible
Georgia	139	182	221	Not eligible
Hawaii <sup>6</sup>	414	828	1035	1449
Idaho <sup>7</sup>	206	548	Not eligible	Not eligible
Illinois	15	35	65	98
Indiana	0	100	Not eligible	Not eligible
Iowa	0	52	139	Not eligible
Kansas	22	58	138	220
Kentucky	108	152	238	Not eligible
Louisiana <sup>8</sup>	156	312	312	468
Maine	75	133	188	250
Maryland <sup>9</sup>	103	313	384	Not eligible
Massachusetts	65	211	292	487
Michigan <sup>8</sup>	54	54	Not eligible	Not eligible
Minnesota	4	43	63	98
Mississippi	65	107	148	190
Missouri <sup>10</sup>	132	220	Not eligible	Not eligible
Montana	25	100	250	Not eligible
Nebraska	0	122	Not eligible	Not eligible
Nevada <sup>11</sup>	55	110	331	442
New Hampshire	66	133	219	413
New Jersey	0	134	162	204
New Mexico	59	111	173	246
New York <sup>12</sup>	22	48	195	299
North Carolina	125	167	208	250
North Dakota <sup>13</sup>	212	266	316	Not eligible
Ohio	73	123	187	Not eligible
Oklahoma	95	169	200	226
Oregon	74	157	269	410
Pennsylvania	43	87	152	195
Rhode Island	0	33	104	200
South Carolina	95	121	147	Not eligible
South Dakota	0	10	150	180
Tennessee <sup>14</sup>	159	202	258	310
Texas <sup>15</sup>	163	217	271	325
Utah	1	40	114	224

**Table 32. Copayment Amounts for a Single Parent with a Two-Year-Old Child and a Four-Year-Old Child in Full-Time Care (Monthly Dollar Amounts), 2010 <sup>2</sup>**

State	Annual Earnings			
	\$15,000	\$20,000	\$25,000	\$30,000
Vermont <sup>16</sup>	0	46	342	627
Virginia <sup>17</sup>	125	167	208	250
Washington	0	50	50	227
West Virginia	65	76	97	Not eligible
Wisconsin <sup>14</sup>	60	138	228	292
Wyoming	0	0	35	243
American Samoa <sup>18</sup>	0	0	0	0
Guam	0	375	750	Not eligible
No Mariana Islands <sup>8</sup>	120	Not eligible	Not eligible	Not eligible
Puerto Rico	60	72	Not eligible	Not eligible
Virgin Islands	0	35	69	Not eligible

Source: CCDF Policies Database October 1, 2010 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> Numbers are rounded to the nearest dollar amount. In calculating the monthly copayment, the following assumptions were made. The family consists of one parent and two children. The children are 24 and 48 months old and do not have any special needs. The family receives full-time care. The family is receiving subsidized child care for the first time, and eligibility is determined under initial eligibility thresholds. Families who already receive subsidized care may be eligible at somewhat higher income levels in some states. Families receiving additional assistance, such as transitional child care or TANF, may also qualify for child care subsidies at higher income levels than shown here. All income is earned. If the state uses an income disregard for calculating copayments, the disregard was applied. The lowest earnings level shown (15,000 dollars) is approximately equal to full-time full-year pay at the federal minimum wage of \$7.25 per hour. Unless noted, the calculation for monthly copayments uses 8 hours per day, 5 days per week, and 4.333 weeks per month when hourly, daily, or weekly copayments were provided.

<sup>3</sup> Copayment amounts for Denver.

<sup>4</sup> Copayment amounts based on center reimbursement rates for New Castle.

<sup>5</sup> Copayment amounts for the Miami-Dade Coalition.

<sup>6</sup> Copayment amounts based on reimbursement rates for licensed centers and center based infant and toddler care.

<sup>7</sup> Copayment amounts based on center reimbursement rates for Region 4.

<sup>8</sup> Copayment amounts based on center reimbursement rates.

<sup>9</sup> Copayment amounts for center care in the Baltimore City Region.

<sup>10</sup> Copayments are calculated using a multiplier of 22 days per month.

<sup>11</sup> Copayment amounts based on licensed center reimbursement rates for Clark.

<sup>12</sup> Copayment amounts for New York City.

<sup>13</sup> Families making 15,000 dollars annually fall in the fourth income threshold and pay either a flat dollar amount or 45 percent of the cost of care, whichever is lower. Families making 20,000 dollars annually fall in the fifth income threshold and pay either a flat dollar amount or 60 percent of the cost of care, whichever is lower. Families making 25,000 dollars annually fall in the sixth income threshold and pay either a flat dollar amount or 70 percent of the cost of care, whichever is lower. When compared to the percentage of the cost of center care, the flat dollar amount is lower in all three cases and is shown here.

<sup>14</sup> Copayments are calculated using a multiplier of 4.3 to convert weekly rates to monthly rates.

<sup>15</sup> Copayment amounts for the Gulf Coast Region.

<sup>16</sup> Copayment amounts based on licensed center reimbursement rates.

<sup>17</sup> Copayment amounts for Group III. The state-wide standard copayment for families receiving child care subsidies is 10 percent of their countable monthly gross income. Local departments have the option to use a different amount established by a state approved local alternate copayment schedule.

<sup>18</sup> American Samoa serves families that all fall below the Federal Poverty Guidelines and waives the copayment for all eligible families.

**Table 33. Copayment Amounts for a Two Parent Household with a Two-Year-Old Child and a Four-Year-Old Child in Full-Time Care (Monthly Dollar Amounts), 2010 <sup>2</sup>**

State	<u>Annual Earnings</u>		
	\$15,000	\$30,000	\$40,000
Alabama	91	Not eligible	Not eligible
Alaska	13	88	396
Arizona	43	217	Not eligible
Arkansas	--- <sup>1</sup>	--- <sup>1</sup>	Not eligible
California	0	76	236
Colorado <sup>3</sup>	100	300	435
Connecticut	25	100	200
Delaware <sup>4</sup>	96	421	670
DC	28	131	265
Florida <sup>5</sup>	52	156	Not eligible
Georgia	139	260	Not eligible
Hawaii <sup>6</sup>	207	1035	1656
Idaho <sup>7</sup>	108	Not eligible	Not eligible
Illinois	14	78	149
Indiana	0	Not eligible	Not eligible
Iowa	0	139	Not eligible
Kansas	0	166	293
Kentucky	87	282	Not eligible
Louisiana <sup>8</sup>	156	312	468
Maine	63	225	333
Maryland <sup>9</sup>	62	384	Not eligible
Massachusetts	0	292	487
Michigan <sup>8</sup>	54	Not eligible	Not eligible
Minnesota	0	76	Not eligible
Mississippi	60	185	267
Missouri <sup>10</sup>	44	Not eligible	Not eligible
Montana	25	300	Not eligible
Nebraska	0	Not eligible	Not eligible
Nevada <sup>11</sup>	55	331	552
New Hampshire	66	263	550
New Jersey	0	162	247
New Mexico	50	204	371
New York <sup>12</sup>	22	230	399
North Carolina	113	225	300
North Dakota <sup>13</sup>	173	372	Not eligible
Ohio	59	225	Not eligible
Oklahoma	95	226	Not eligible
Oregon	52	323	622
Pennsylvania	22	173	282
Rhode Island	0	125	Not eligible
South Carolina	95	147	Not eligible
South Dakota	0	180	240
Tennessee <sup>14</sup>	159	301	Not eligible
Texas <sup>15</sup>	163	325	433
Utah	1	136	285

**Table 33. Copayment Amounts for a Two Parent Household with a Two-Year-Old Child and a Four-Year-Old Child in Full-Time Care (Monthly Dollar Amounts), 2010 <sup>2</sup>**

State	<u>Annual Earnings</u>		
	\$15,000	\$30,000	\$40,000
Vermont <sup>16</sup>	0	342	855
Virginia <sup>17</sup>	125	250	333
Washington	0	50	Not eligible
West Virginia	32	76	Not eligible
Wisconsin <sup>14</sup>	43	228	335
Wyoming	0	69	243
American Samoa <sup>18</sup>	0	0	0
Guam	0	750	Not eligible
No Mariana Islands <sup>8</sup>	90	Not eligible	Not eligible
Puerto Rico	56	Not eligible	Not eligible
Virgin Islands	0	87	Not eligible

Source: CCDF Policies Database October 1, 2010 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> Numbers are rounded to the nearest dollar amount. In calculating the monthly copayment, the following assumptions were made. The family consists of two parents and two children. The children are 24 and 48 months old and do not have any special needs. The family receives full-time care. The family is receiving subsidized child care for the first time, and eligibility is determined under initial eligibility thresholds. Families who already receive subsidized care may be eligible at somewhat higher income levels in some states. Families receiving additional assistance, such as transitional child care or TANF, may also qualify for child care subsidies at higher income levels than shown here. All income is earned. If the state uses an income disregard for calculating copayments, the disregard was applied. The lowest earnings level shown (15,000 dollars) is approximately equal to full-time full-year pay for one parent at the federal minimum wage of \$7.25 per hour. Unless noted, the calculation for monthly copayments uses 8 hours per day, 5 days per week, and 4.333 weeks per month when hourly, daily, or weekly copayments were provided.

<sup>3</sup> Copayment amounts for Denver.

<sup>4</sup> Copayment amounts based on center reimbursement rates for New Castle.

<sup>5</sup> Copayment amounts for the Miami-Dade Coalition.

<sup>6</sup> Copayment amounts based on reimbursement rates for licensed centers and center based infant and toddler care.

<sup>7</sup> Copayment amounts based on center reimbursement rates for Region 4.

<sup>8</sup> Copayment amounts based on center reimbursement rates.

<sup>9</sup> Copayment amounts for center care in the Baltimore City Region.

<sup>10</sup> Copayments are calculated using a multiplier of 22 days per month.

<sup>11</sup> Copayment amounts based on licensed center reimbursement rates for Clark.

<sup>12</sup> Copayment amounts for New York City.

<sup>13</sup> Families making 15,000 dollars annually fall in the third income threshold and pay either a flat dollar amount or 35 percent of the cost of care, whichever is lower. Families making 30,000 dollars annually fall in the sixth income threshold and pay either a flat dollar amount or 70 percent of the cost of care, whichever is lower. When compared to the percentage of the cost of center care, the flat dollar amount is lower in both cases and is shown here.

<sup>14</sup> Copayments are calculated using a multiplier of 4.3 to convert weekly rates to monthly rates.

<sup>15</sup> Copayment amounts for the Gulf Coast Region.

<sup>16</sup> Copayment amounts based on licensed center reimbursement rates.

<sup>17</sup> Copayment amounts for Group III. The state-wide standard copayment for families receiving child care subsidies is 10 percent of their countable monthly gross income. Local departments have the option to use a different amount established by a state approved local alternate copayment schedule.

<sup>18</sup> American Samoa serves families that all fall below the Federal Poverty Guidelines and waives the copayment for all eligible families.

**Table 34. Maximum Reimbursement Rates for Licensed Child Care Centers (Monthly Dollar Amounts), 2010 <sup>2</sup>**

State	Full-Time Care						Before-and-After Care	
	Infant (11 months)		Toddler (35 months)		Preschool (59 months)		School-Age (84 months)	
	Base Rate	Highest Rate	Base Rate	Highest Rate	Base Rate	Highest Rate	Base Rate	Highest Rate
Alabama <sup>3</sup>	481	481	442	442	442	442	204	204
Alaska <sup>4</sup>	850	850	800	800	650	650	375	375
Arizona <sup>5</sup>	654	720	576	634	516	567	347	381
Arkansas	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>
California <sup>6</sup>	1029	1029	744	744	744	744	386	386
Colorado <sup>7</sup>	794	1002	578	774	578	774	318	426
Connecticut <sup>8</sup>	976	1025	976	1025	770	808	460	483
Delaware <sup>9</sup>	639	639	478	478	478	478	239	239
DC <sup>10</sup>	882	1179	863	1102	633	910	265	416
Florida <sup>11</sup>	507	608	429	515	403	484	273	328
Georgia <sup>12</sup>	602	602	559	559	494	494	282	282
Hawaii <sup>13</sup>	1395	1395	675	710	675	710	155	155
Idaho <sup>14</sup>	594	594	492	492	440	440	151	151
Illinois <sup>15</sup>	926	926	782	782	652	652	326	326
Indiana <sup>16</sup>	945	1040	815	897	693	763	377	416
Iowa	685	685	552	552	552	552	249	249
Kansas <sup>17</sup>	588	588	395	395	395	395	197	197
Kentucky <sup>18</sup>	520	520	520	520	455	455	282	282
Louisiana <sup>19</sup>	407	407	407	407	385	385	193	193
Maine <sup>20</sup>	867	867	806	806	724	724	303	303
Maryland <sup>21</sup>	794	1143	474	597	474	597	316	398
Massachusetts <sup>22</sup>	1182	1182	795	795	795	795	354	354
Michigan	650	650	433	433	433	433	217	217
Minnesota <sup>23</sup>	1154	1327	860	989	860	989	654	752
Mississippi <sup>24</sup>	339	375	326	357	312	339	183	201
Missouri <sup>25</sup>	605	605	354	354	354	354	229	229
Montana <sup>26</sup>	715	715	624	624	624	624	468	468
Nebraska <sup>27</sup>	812	867	672	737	672	737	390	433

**Table 34. Maximum Reimbursement Rates for Licensed Child Care Centers (Monthly Dollar Amounts), 2010 <sup>2</sup>**

State	Full-Time Care						Before-and-After Care	
	Infant (11 months)		Toddler (35 months)		Preschool (59 months)		School-Age (84 months)	
	Base Rate	Highest Rate	Base Rate	Highest Rate	Base Rate	Highest Rate	Base Rate	Highest Rate
Nevada <sup>28</sup>	672	672	607	607	498	498	206	206
New Hampshire <sup>29</sup>	810	810	780	780	680	680	325	325
New Jersey <sup>30</sup>	695	730	573	604	573	604	287	302
New Mexico <sup>31</sup>	476	608	426	558	395	527	346	478
New York <sup>32</sup>	1465	1465	1105	1105	940	940	498	498
North Carolina <sup>33</sup>	536	789	490	751	477	702	317	445
North Dakota	480	480	450	450	430	430	240	240
Ohio <sup>34</sup>	747	747	684	684	603	603	284	284
Oklahoma <sup>35</sup>	336	758	292	601	292	487	195	325
Oregon <sup>36</sup>	900	900	894	894	705	705	524	524
Pennsylvania <sup>37</sup>	910	953	780	823	715	758	498	520
Rhode Island <sup>29</sup>	815	815	815	815	680	680	308	308
South Carolina <sup>38</sup>	455	650	455	650	390	624	212	303
South Dakota <sup>39</sup>	641	641	641	641	546	546	238	238
Tennessee <sup>40</sup>	568	679	426	512	426	512	215	258
Texas <sup>41</sup>	713	749	586	615	508	533	297	312
Utah <sup>30</sup>	564	564	495	495	450	450	277	277
Vermont <sup>42</sup>	594	832	578	809	562	786	300	419
Virginia <sup>43</sup>	1213	1213	845	845	845	845	455	455
Washington <sup>44</sup>	976	976	684	684	684	684	420	420
West Virginia <sup>45</sup>	560	640	480	560	460	540	190	230
Wisconsin <sup>46</sup>	998	998	860	860	774	774	430	430
Wyoming <sup>47</sup>	675	675	542	542	532	532	343	343
American Samoa	200	200	180	180	200	200	78	78
Guam	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>
No Mariana Islands	300	300	300	300	300	300	125	125
Puerto Rico <sup>29</sup>	280	280	280	280	273	273	80	80
Virgin Islands	300	300	300	300	300	300	150	150

Source: CCDF Policies Database October 1, 2010 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> The rates represent the maximum reimbursement rates for licensed child care providers. For states that have tiered reimbursement systems, the base rates reflect the base licensed rates and the highest rates reflect the highest tiered or accredited rates available. For states that do not have tiered reimbursement systems, the base and highest rates are identical. For states that do not specify reimbursement rates for licensed providers, the rates for registered or certified providers are used. Rates for the largest, most populous area are provided for states in which rates vary at a sub-state level. Numbers are rounded to the nearest dollar amount. Maximum rates may be higher for special needs children or for care during non-traditional hours. For the purposes of calculating the monthly rate, the following assumptions were made. The child receives full-time center based child care. The child is in care for 8 hours per day, 5 days per week. For children receiving before-and-after care, the child is in care for 4 hours per day. Unless noted, when hourly, daily, or weekly rates were provided, the monthly rates were calculated using 8 hours per day, 5 days per week, and 4.333 weeks per month. When a before-and-after care or part-time school-age rate was not available, the before-and-after care rate was calculated using half of the full-time school-age rate.

<sup>3</sup> Center reimbursement rates for the Birmingham Region.

<sup>4</sup> Center reimbursement rates for Anchorage.

<sup>5</sup> Base rates are licensed center reimbursement rates for District 1. Highest rates are licensed accredited center reimbursement rates for District 1.

<sup>6</sup> Center reimbursement rates for Los Angeles.

<sup>7</sup> Base rates are reimbursement rates for centers with no additional rating in Denver. Highest rates are rating 4 center reimbursement rates for Denver.

<sup>8</sup> Base rates are licensed center reimbursement rates for the Southwest Region. Highest rates are licensed accredited center reimbursement rates for the Southwest Region. Rates were calculated using a multiplier of 4.3 to convert weekly rates to monthly rates.

<sup>9</sup> Center reimbursement rates for New Castle.

<sup>10</sup> Base rates are bronze tier center reimbursement rates. Highest rates are gold tier center reimbursement rates.

<sup>11</sup> Base rates are licensed or exempt center reimbursement rates for the Miami-Dade Coalition. Highest rates are Gold Seal center reimbursement rates for the Miami-Dade Coalition.

<sup>12</sup> Center reimbursement rates for Zone 1.

<sup>13</sup> Base rates are licensed center reimbursement rates. Highest rates are licensed accredited center reimbursement rates.

<sup>14</sup> Center reimbursement rates for Region 4.

<sup>15</sup> Licensed center reimbursement rates for Group 1A. The state sets a number of days each month that families may be eligible for care. The daily rate is then multiplied by the number of eligible days in the month. The rate may vary each month, depending on the number of eligible days.

<sup>16</sup> Base rates are licensed center reimbursement rates for Marion. Highest rates are accredited center reimbursement rates for Marion.

<sup>17</sup> Center reimbursement rates for Sedgwick County.

<sup>18</sup> Licensed center reimbursement rates for Central Region Urban Counties.

<sup>19</sup> This state authorizes a maximum of 22 days per month. The multiplier for converting maximum daily rates to maximum monthly rates is 22.

<sup>20</sup> Licensed center reimbursement rates for Cumberland County.

<sup>21</sup> Base rates are unaccredited center reimbursement rates for Baltimore City. Highest rates are level 4 center reimbursement rates for Baltimore City.

<sup>22</sup> Center reimbursement rates for Region 6.

<sup>23</sup> Base rates are unaccredited center reimbursement rates for Hennepin County. Highest rates are accredited center reimbursement rates for Hennepin County.

<sup>24</sup> Base rates are tier 2 center reimbursement rates. Highest rates are tier 1 center reimbursement rates.

<sup>25</sup> Licensed center reimbursement rates for St. Louis County. Rates were calculated using a multiplier of 22 days per month.

<sup>26</sup> Center reimbursement rates for the Billings Region.

- <sup>27</sup> Base rates are unaccredited center reimbursement rates for Lancaster, Dakota, Douglas, and Sarpy Counties. Highest rates are accredited center reimbursement rates for the entire state.
- <sup>28</sup> Licensed center reimbursement rates for Clark.
- <sup>29</sup> Licensed center reimbursement rates.
- <sup>30</sup> Base rates are licensed center reimbursement rates. Highest rates are accredited center reimbursement rates.
- <sup>31</sup> Base rates are licensed center reimbursement rates for Metro Areas. Highest rates are 5-Star licensed center reimbursement rates for Metro Areas. Before-and-after school care rates are paid at the full-time rate for licensed child care provided for 20 hours or more per week.
- <sup>32</sup> Day care center reimbursement rates for Group 5 counties: New York, Bronx, Kings, Queens, and Richmond.
- <sup>33</sup> Base rates are licensed 1-Star center reimbursement rates for Mecklenburg County. Highest rates are licensed 5-Star center reimbursement rates for Mecklenburg County. The before-and-after school rate is calculated at 75 percent of the full-time rate.
- <sup>34</sup> Licensed center reimbursement rates for Cuyahoga.
- <sup>35</sup> Base rates are one star center reimbursement rates for Enhanced Areas. Highest rates are three star center reimbursement rates for Enhanced Areas.
- <sup>36</sup> Certified center reimbursement rates for Group Area A.
- <sup>37</sup> Base rates are reimbursement rates for centers with no star rating for Philadelphia. Highest rates are Star 4 center reimbursement rates for Philadelphia.
- <sup>38</sup> Base rates are level C licensed center reimbursement rates for urban counties. Highest rates are level AA highest achieving center reimbursement rates for urban counties. The highest reimbursement rates include a quality incentive bonus of an additional 20 dollars for full-time care and 10 dollars for part-time care. Providers who do not receive the quality incentive bonus are reimbursed at 10 to 20 dollars less per week.
- <sup>39</sup> Licensed center reimbursement rates for Minnehaha County.
- <sup>40</sup> Base rates are reimbursement rates for centers with no star rating for the Top Tier counties. Highest rates are three star center reimbursement rates for the Top Tier counties. Rates were calculated using a multiplier of 4.3 to convert weekly rates to monthly rates.
- <sup>41</sup> Base rates are licensed center rates for the Gulf Coast Region. Highest rates are licensed reimbursement rates for centers with Texas Rising Star Certification for the Gulf Coast Region.
- <sup>42</sup> Base rates are licensed center reimbursement rates. Highest rates are licensed five start center reimbursement rates.
- <sup>43</sup> Level 2 center reimbursement rates for Fairfax.
- <sup>44</sup> Center reimbursement rates for Region 4. Rates were calculated using a multiplier of 22 days per month. School-age before-and-after care rates are authorized at 30 half day units when care is provided for five days per week.
- <sup>45</sup> Base rates are tier 1 center reimbursement rates. Highest rates are tier 3 center reimbursement rates.
- <sup>46</sup> Licensed center reimbursement rates for Milwaukee. This state uses a multiplier of 4.3 to convert weekly rates to monthly rates.
- <sup>47</sup> Licensed center reimbursement rates. The state sets a maximum reimbursement rate for all children at 675 dollars. With a quality capacity payment added to the infant rate, the calculated rate exceeded 675 dollars, and so the lower rate was used.

**Table 35. Maximum Reimbursement Rates for Licensed Family Child Care Homes (Monthly Dollar Amounts), 2010 <sup>2</sup>**

State	Full-Time Care						Before-and-After Care	
	Infant (11 months)		Toddler (35 months)		Preschool (59 months)		School-Age (84 months)	
	Base Rate	Highest Rate	Base Rate	Highest Rate	Base Rate	Highest Rate	Base Rate	Highest Rate
Alabama <sup>3</sup>	386	386	360	360	360	360	182	182
Alaska <sup>4</sup>	700	700	650	650	545	545	301	301
Arizona <sup>5</sup>	433	477	433	477	390	429	260	286
Arkansas	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>
California <sup>6</sup>	753	753	683	683	683	683	502	502
Colorado <sup>7</sup>	610	761	506	637	506	637	278	397
Connecticut <sup>8</sup>	744	781	744	781	744	781	460	483
Delaware <sup>9</sup>	487	487	377	377	377	377	188	188
DC <sup>10</sup>	617	758	588	737	477	607	260	335
Florida <sup>11</sup>	438	608	386	515	381	484	256	328
Georgia <sup>12</sup>	477	477	433	433	416	416	221	221
Hawaii <sup>13</sup>	650	650	600	600	600	600	155	155
Idaho <sup>14</sup>	489	489	460	460	460	460	151	151
Illinois <sup>15</sup>	609	609	586	586	549	549	274	274
Indiana <sup>16</sup>	563	620	542	598	433	477	329	364
Iowa <sup>17</sup>	530	530	497	497	497	497	221	221
Kansas <sup>18</sup>	409	409	347	347	347	347	173	173
Kentucky <sup>19</sup>	455	455	455	455	412	412	282	282
Louisiana <sup>20</sup>	352	352	352	352	330	330	165	165
Maine <sup>21</sup>	650	650	650	650	585	585	271	271
Maryland <sup>22</sup>	596	769	450	576	450	576	300	384
Massachusetts <sup>23</sup>	919	919	837	837	837	837	419	419
Michigan	503	503	416	416	416	416	208	208
Minnesota <sup>24</sup>	724	833	631	726	631	726	420	484
Mississippi <sup>25</sup>	245	272	237	259	223	245	112	125
Missouri <sup>26</sup>	378	378	300	300	300	300	185	185
Montana <sup>27</sup>	585	585	542	542	542	542	433	433
Nebraska <sup>28</sup>	563	607	542	542	542	542	303	347

**Table 35. Maximum Reimbursement Rates for Licensed Family Child Care Homes (Monthly Dollar Amounts), 2010 <sup>2</sup>**

State	Full-Time Care						Before-and-After Care	
	Infant (11 months)		Toddler (35 months)		Preschool (59 months)		School-Age (84 months)	
	Base Rate	Highest Rate	Base Rate	Highest Rate	Base Rate	Highest Rate	Base Rate	Highest Rate
Nevada <sup>29</sup>	650	650	585	585	563	563	249	249
New Hampshire <sup>13</sup>	650	650	607	607	563	563	238	238
New Jersey <sup>30</sup>	655	688	514	538	514	538	257	269
New Mexico <sup>31</sup>	365	497	325	457	324	456	319	451
New York <sup>32</sup>	693	693	650	650	650	650	433	433
North Carolina <sup>33</sup>	446	566	423	538	404	509	303	380
North Dakota <sup>13</sup>	440	440	400	400	392	392	228	228
Ohio <sup>34</sup>	600	600	566	566	518	518	304	304
Oklahoma <sup>35</sup>	314	601	265	515	265	515	173	325
Oregon <sup>36</sup>	860	860	745	745	688	688	450	450
Pennsylvania <sup>37</sup>	737	780	650	693	611	654	433	455
Rhode Island <sup>38</sup>	672	672	672	672	650	650	308	308
South Carolina <sup>39</sup>	377	494	377	494	347	455	186	260
South Dakota <sup>40</sup>	468	468	468	468	433	433	238	238
Tennessee <sup>41</sup>	430	516	366	439	366	439	215	258
Texas <sup>42</sup>	457	485	402	426	379	402	223	237
Utah	450	450	430	430	420	420	272	272
Vermont <sup>43</sup>	495	693	477	667	428	600	232	325
Virginia <sup>44</sup>	802	802	715	715	715	715	412	412
Washington <sup>45</sup>	881	881	645	645	645	645	422	422
West Virginia <sup>46</sup>	400	480	400	480	400	480	160	200
Wisconsin <sup>47</sup>	817	817	753	753	710	710	381	381
Wyoming <sup>48</sup>	675	675	498	498	487	487	325	325
American Samoa	200	200	180	180	200	200	78	78
Guam	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>
No Mariana Islands	300	300	300	300	300	300	125	125
Puerto Rico	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>
Virgin Islands	300	300	300	300	300	300	150	150

Source: CCDF Policies Database October 1, 2010 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> The rates represent the maximum reimbursement rate for licensed child care providers. For states that have tiered reimbursement systems, the base rates reflect the base licensed rates and the highest rates reflect the highest tiered or accredited rates available. For states that do not have tiered reimbursement systems, the base and highest rates are identical. For states that do not specify reimbursement rates for licensed providers, the rates for registered or certified providers are used. Rates for the largest, most populous area are provided for states in which rates vary at a sub-state level. Numbers are rounded to the nearest dollar amount. Maximum rates may be higher for special needs children or for care during non-traditional hours. For the purposes of calculating the monthly rate, the following assumptions were made. The child receives full-time care in a family child care home. The child is in care for 8 hours per day, 5 days per week. For children receiving before-and-after care, the child is in care for 4 hours per day. Unless noted, when hourly, daily, or weekly rates were provided, the monthly rates were calculated using 8 hours per day, 5 days per week, and 4.333 weeks per month. When a before-and-after care or part-time school-age rate was not available, the before-and-after care rate was calculated using half of the full-time school-age rate.

<sup>3</sup> Family day care rates for the Birmingham Region.

<sup>4</sup> Family home care rates for Anchorage.

<sup>5</sup> Base rates are certified family child care home rates for District 1. Highest rates are accredited family child care home rates for District 1.

<sup>6</sup> Licensed family child care home rates for Los Angeles.

<sup>7</sup> Base rates are reimbursement rates for family child care homes with no additional rating for Denver. Highest rates are rating 4 family child care home rates for Denver.

<sup>8</sup> Base rates are licensed family child care home rates for the Southwest Region. Highest rates are licensed accredited family child care home rates for the Southwest Region. Rates were calculated using a multiplier of 4.3 to convert weekly rates to monthly rates.

<sup>9</sup> Licensed family child care home rates for New Castle.

<sup>10</sup> Base rates are bronze tier family child care home reimbursement rates. Highest rates are gold tier family child care home reimbursement rates.

<sup>11</sup> Base rates are licensed family child care home reimbursement rates for the Miami-Dade Coalition. Highest rates are Gold Seal family child care home rates for the Miami-Dade Coalition.

<sup>12</sup> Family child care home rates for Zone 1.

<sup>13</sup> Licensed family child care home rates.

<sup>14</sup> Family child care home rates for Region 4.

<sup>15</sup> Licensed family child care home rates for Group 1A. The state sets a number of days each month that families may be eligible for care. The daily rate is then multiplied by the number of eligible days in the month. The rate may vary each month, depending on the number of eligible days.

<sup>16</sup> Base rates are licensed family child care home rates for Marion. Highest rates are accredited family child care home rates for Marion.

<sup>17</sup> Registered Child Development Home category A and B rates.

<sup>18</sup> Licensed family child care home rates for Sedgwick County.

<sup>19</sup> Certified family child care home rates for Central Region Urban Counties.

<sup>20</sup> This state authorizes a maximum of 22 days per month. The multiplier for converting maximum daily rates to maximum monthly rates is 22.

<sup>21</sup> Licensed family child care home rates for Cumberland County.

<sup>22</sup> Base rates are unaccredited family child care home rates for Baltimore City. Highest rates are level 4 family child care home rates for Baltimore City.

<sup>23</sup> Systems family child care home rates for Region 6.

<sup>24</sup> Base rates are licensed unaccredited family child care home rates for Hennepin County. Highest rates are licensed accredited family child care home rates for Hennepin County.

<sup>25</sup> Base rates are tier 2 family child care home rates. Highest rates are tier 1 family child care home rates.

- <sup>26</sup> Licensed family home rates for St. Louis County. Rates were calculated using a multiplier of 22 days per month.
- <sup>27</sup> Family child care home rates for the Billings Region.
- <sup>28</sup> Base rates are licensed family child care home rates for Lancaster, Dakota, Douglas, and Sarpy Counties. Highest rates are accredited family child care home rates for the entire state.
- <sup>29</sup> Licensed family child care home rates for Clark County.
- <sup>30</sup> Base rates are registered family child care home rates. Highest rates are accredited family child care home rates.
- <sup>31</sup> Base rates are licensed family child care home rates for Metro Areas. Highest rates are licensed 5-Star family child care home rates for Metro Areas. Before-and-after school care rates are paid at the full-time rate for licensed child care provided for 20 hours or more per week.
- <sup>32</sup> Registered family day care rates for Group 5 counties: New York, Bronx, Kings, Queens, and Richmond.
- <sup>33</sup> Base rates are licensed 1-Star family child care home rates for Mecklenburg County. Highest rates are licensed 5-Star family child care home rates for Mecklenburg County. The before-and-after school rate is calculated at 75 percent of the full-time rate.
- <sup>34</sup> Certified Professional Type B home rates for Cuyahoga.
- <sup>35</sup> Base rates are one star family child care home rates for Enhanced Areas. Highest rates are three star family child care home rates for Enhanced Areas.
- <sup>36</sup> Certified family child care home rates for Group Area A.
- <sup>37</sup> Base rates are reimbursement rates for family child care homes with no additional rating for Philadelphia. Highest rates are star 4 family child care home rates for Philadelphia.
- <sup>38</sup> Certified family child care home rates.
- <sup>39</sup> Base rates are level CC licensed family child care home rates for urban counties. Highest rates are level BB enhanced licensed family child care home rates for urban counties. The highest reimbursement rates include a quality incentive bonus of an additional 20 dollars for full-time care and 10 dollars for part-time care. Providers who do not receive the quality incentive bonus are reimbursed at 10 to 20 dollars less per week.
- <sup>40</sup> Regulated family child care home rates for Minnehaha County.
- <sup>41</sup> Base rates are reimbursement rates for family child care homes with no additional rating for the Top Tier counties. Highest rates are three star family child care home rates for the Top Tier counties. Rates were calculated using a multiplier of 4.3 to convert weekly rates to monthly rates.
- <sup>42</sup> Base rates are registered family child care home rates for the Gulf Coast Region. Highest rates are Gulf Coast Region rates for registered family homes with Texas Rising Star Certification.
- <sup>43</sup> Base rates are registered family child care home rates. Highest rates are registered 5-Star family child care home rates.
- <sup>44</sup> Level 2 family day home rates for Fairfax.
- <sup>45</sup> Licensed family child care rates for Region 4. Rates were calculated using a multiplier of 22 days per month. School-age before-and-after care rates are authorized at 30 half day units when care is provided for five days per week.
- <sup>46</sup> Base rates are tier 1 family child care home rates. Highest rates are tier 3 family child care home rates.
- <sup>47</sup> Licensed family child care center rates for Milwaukee. This state uses a multiplier of 4.3 to convert weekly rates to monthly rates.
- <sup>48</sup> Licensed family child care home rates. The state sets a maximum reimbursement rate for all children at 675 dollars. With a quality capacity payment added to the infant rate, the calculated rate exceeded 675 dollars, and so the lower number was used.

**Table 36. Maximum Reimbursement Rates for Licensed Group Child Care Homes (Monthly Dollar Amounts), 2010 <sup>2</sup>**

State	Full-Time Care						Before-and-After Care	
	Infant (11 months)		Toddler (35 months)		Preschool (59 months)		School-Age (84 months)	
	Base Rate	Highest Rate	Base Rate	Highest Rate	Base Rate	Highest Rate	Base Rate	Highest Rate
Alabama <sup>3</sup>	407	407	390	390	390	390	186	186
Alaska <sup>4</sup>	850	850	800	800	650	650	375	375
Arizona <sup>5</sup>	520	572	477	524	433	477	303	334
Arkansas	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>
California <sup>6</sup>	NA	NA	NA	NA	NA	NA	NA	NA
Colorado <sup>6</sup>	NA	NA	NA	NA	NA	NA	NA	NA
Connecticut <sup>7</sup>	976	1025	976	1025	770	808	460	483
Delaware <sup>8</sup>	487	487	377	377	377	377	188	188
DC <sup>6</sup>	NA	NA	NA	NA	NA	NA	NA	NA
Florida <sup>9</sup>	438	608	386	515	381	484	256	328
Georgia <sup>10</sup>	602	602	559	559	494	494	282	282
Hawaii <sup>11</sup>	675	675	675	675	675	675	155	155
Idaho <sup>12</sup>	505	505	460	460	460	460	151	151
Illinois <sup>13</sup>	609	609	586	586	549	549	274	274
Indiana <sup>6</sup>	NA	NA	NA	NA	NA	NA	NA	NA
Iowa <sup>14</sup>	508	508	497	497	497	497	221	221
Kansas <sup>15</sup>	409	409	347	347	347	347	173	173
Kentucky <sup>6</sup>	NA	NA	NA	NA	NA	NA	NA	NA
Louisiana <sup>6</sup>	NA	NA	NA	NA	NA	NA	NA	NA
Maine <sup>6</sup>	NA	NA	NA	NA	NA	NA	NA	NA
Maryland <sup>6</sup>	NA	NA	NA	NA	NA	NA	NA	NA
Massachusetts <sup>6</sup>	NA	NA	NA	NA	NA	NA	NA	NA
Michigan	503	503	416	416	416	416	208	208
Minnesota <sup>6</sup>	NA	NA	NA	NA	NA	NA	NA	NA
Mississippi <sup>16</sup>	339	375	326	357	312	339	183	201
Missouri <sup>17</sup>	439	439	300	300	300	300	186	186
Montana <sup>18</sup>	628	628	563	563	563	563	442	442
Nebraska <sup>19</sup>	563	607	542	542	542	542	303	347

**Table 36. Maximum Reimbursement Rates for Licensed Group Child Care Homes (Monthly Dollar Amounts), 2010 <sup>2</sup>**

State	Full-Time Care						Before-and-After Care	
	Infant (11 months)		Toddler (35 months)		Preschool (59 months)		School-Age (84 months)	
	Base Rate	Highest Rate	Base Rate	Highest Rate	Base Rate	Highest Rate	Base Rate	Highest Rate
Nevada <sup>20</sup>	607	607	520	520	455	455	227	227
New Hampshire <sup>11</sup>	650	650	607	607	563	563	238	238
New Jersey <sup>6</sup>	NA	NA	NA	NA	NA	NA	NA	NA
New Mexico <sup>21</sup>	379	511	344	476	338	470	334	466
New York <sup>22</sup>	841	841	784	784	758	758	455	455
North Carolina <sup>6</sup>	NA	NA	NA	NA	NA	NA	NA	NA
North Dakota	480	480	450	450	430	430	240	240
Ohio <sup>23</sup>	747	747	684	684	603	603	284	284
Oklahoma <sup>24</sup>	314	601	265	515	265	515	173	325
Oregon <sup>6</sup>	NA	NA	NA	NA	NA	NA	NA	NA
Pennsylvania <sup>25</sup>	731	775	650	693	628	672	433	455
Rhode Island <sup>26</sup>	672	672	672	672	650	650	308	308
South Carolina <sup>27</sup>	360	464	360	464	325	433	195	238
South Dakota <sup>28</sup>	641	641	641	641	546	546	238	238
Tennessee <sup>29</sup>	495	593	387	464	387	464	215	258
Texas <sup>30</sup>	485	509	415	436	402	426	239	251
Utah	450	450	430	430	420	420	272	272
Vermont <sup>6</sup>	NA	NA	NA	NA	NA	NA	NA	NA
Virginia <sup>6</sup>	NA	NA	NA	NA	NA	NA	NA	NA
Washington <sup>6</sup>	NA	NA	NA	NA	NA	NA	NA	NA
West Virginia <sup>31</sup>	500	580	400	480	400	480	180	220
Wisconsin <sup>6</sup>	NA	NA	NA	NA	NA	NA	NA	NA
Wyoming <sup>32</sup>	675	675	498	498	487	487	325	325
American Samoa	200	200	180	180	200	200	78	78
Guam	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>
No Mariana Islands	300	300	300	300	300	300	125	125
Puerto Rico <sup>33</sup>	217	217	217	217	219	219	58	58
Virgin Islands	300	300	300	300	300	300	150	150

Source: CCDF Policies Database October 1, 2010 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> The rates represent the maximum reimbursement rate for licensed child care providers. For states that have tiered reimbursement systems, the base rates reflect the base licensed rates and the highest rates reflect the highest tiered or accredited rates available. For states that do not have tiered reimbursement systems, the base and highest rates are identical. For states that do not specify reimbursement rates for licensed providers, the rates for registered or certified providers are used. Rates for the largest, most populous area are provided for states in which rates vary at a sub-state level. Numbers are rounded to the nearest dollar amount. Maximum rates may be higher for special needs children or for care during non-traditional hours. For the purposes of calculating the monthly rate, the following assumptions were made. The child receives full-time care in a group child care home. The child is in care for 8 hours per day, 5 days per week. For children receiving before-and-after care, the child is in care for 4 hours per day. Unless noted, when hourly, daily, or weekly rates were provided, the monthly rates were calculated using 8 hours per day, 5 days per week, and 4.333 weeks per month. When a before-and-after care or part-time school-age rate was not available, the before-and-after care rate was calculated using half of the full-time school-age rate. Some but not all states have different rates for a category of providers termed "group child care homes." These are similar to family child care homes but may serve more children or differ in some other way. When a state does not make this distinction, the state is coded as NA.

<sup>3</sup> Group day care home rates for the Birmingham Region.

<sup>4</sup> Group child care home rates for Anchorage.

<sup>5</sup> Base rates are certified group child care home rates for District 1. Highest rates are accredited group child care home rates for District 1.

<sup>6</sup> State, county, or territory does not have rates for group child care homes.

<sup>7</sup> Base rates are licensed group child care home rates for the Southwest Region. Highest rates are licensed accredited group child care home rates for the Southwest Region. Rates were calculated using a multiplier of 4.3 to convert weekly rates to monthly rates.

<sup>8</sup> Licensed group child care home rates for New Castle.

<sup>9</sup> Base rates are licensed group child care home rates for the Miami-Dade Coalition. Highest rates are Gold Seal group child care home rates for the Miami-Dade Coalition.

<sup>10</sup> Group child care home rates for Zone 1.

<sup>11</sup> Licensed group child care home rates.

<sup>12</sup> Group child care home rates for Region 4.

<sup>13</sup> Licensed group child care home rates for Group 1A. The state sets a number of days each month that families may be eligible for care. The daily rate is then multiplied by the number of eligible days in the month. The rate may vary each month, depending on the number of eligible days.

<sup>14</sup> Child Development Home category C rates.

<sup>15</sup> Licensed group child care home rates for Sedgwick County.

<sup>16</sup> Base rates are tier 2 group child care home rates. Highest rates are tier 1 group child care home rates.

<sup>17</sup> Licensed group home rates for St. Louis County. Rates are calculated using a multiplier of 22 days per month.

<sup>18</sup> Group child care home rates for the Billings Region.

<sup>19</sup> Base rates are licensed group child care home rates for Lancaster, Dakota, Douglas, and Sarpay Counties. Highest rates are accredited child care home rates for the entire state.

<sup>20</sup> Licensed group child care home rates for Clark County.

<sup>21</sup> Base rates are licensed group child care rates for Metro Areas. Highest rates are licensed 5-Star group child care rates for Metro Areas. Before-and-after school care rates are paid at the full-time rate for licensed child care provided for 20 hours or more per week.

<sup>22</sup> Group family day care rates for Group 5 counties: New York, Bronx, Kings, Queens, and Richmond.

<sup>23</sup> Licensed Type A Home rates for Cuyahoga.

<sup>24</sup> Base rates are one star child care home rates for Enhanced Areas. Highest rates are three star child care home rates for Enhanced Areas.

<sup>25</sup> Base rates are reimbursement rates for group child care homes with no additional rating for Philadelphia. Highest rates are star 4 group child care home rates for Philadelphia.

<sup>26</sup> Group child care home rates are the same as the rates for certified family child care homes.

<sup>27</sup> Base rates are level C licensed group child care home rates for urban counties. Highest rates are level BB high scoring enhanced group child care home rates for urban counties. The highest reimbursement rates include a quality incentive bonus of an additional 20 dollars for full-time care and 10 dollars for part-time care. Providers who do not receive the quality incentive bonus are reimbursed at 10 to 20 dollars less per week.

<sup>28</sup> Licensed group family child care rates for Minnehaha County.

<sup>29</sup> Base rates are reimbursement rates for group child care homes with no additional rating for the Top Tier counties. Highest rates are three star group child care home rates for the Top Tier counties. Rates were calculated using a multiplier of 4.3 to convert weekly rates to monthly rates.

<sup>30</sup> Base rates are licensed group day home rates for the Gulf Coast Region. Highest rates are Gulf Coast Region rates for licensed group day homes with Texas Rising Star Certification.

<sup>31</sup> Base rates are tier 1 family child care facility rates. Highest rates are tier 3 family child care facility rates.

<sup>32</sup> Licensed group child care home rates. The state sets a maximum reimbursement rate for all children at 675 dollars. With a quality capacity payment added to the infant rate, the calculated rate exceeded 675 dollars, and so the lower number was used.

<sup>33</sup> Registered Group Home rates.

**Table 37. Maximum Reimbursement Rates for In-Home Child Care (Monthly Dollar Amounts), 2010 <sup>2</sup>**

State	Full-Time Care						Before-and-After Care	
	Infant (11 months)		Toddler (35 months)		Preschool (59 months)		School-Age (84 months)	
	Base Rate	Highest Rate	Base Rate	Highest Rate	Base Rate	Highest Rate	Base Rate	Highest Rate
Alabama	152	152	152	152	152	152	76	76
Alaska <sup>3</sup>	518	518	492	492	440	440	258	258
Arizona <sup>4</sup>	227	477	227	477	227	429	130	286
Arkansas	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>
California <sup>5</sup>	677	677	615	615	615	615	291	291
Colorado <sup>6</sup>	236	289	215	263	215	263	118	145
Connecticut <sup>7</sup>	383	383	383	383	383	383	228	228
Delaware <sup>8</sup>	455	455	251	251	251	251	126	126
DC	214	214	188	188	188	188	98	98
Florida <sup>9</sup>	217	217	182	182	191	191	130	130
Georgia <sup>10</sup>	390	390	368	368	325	325	217	217
Hawaii <sup>11</sup>	400	400	350	350	350	350	60	60
Idaho <sup>12</sup>	489	489	460	460	460	460	151	151
Illinois <sup>13</sup>	292	292	292	292	292	292	146	146
Indiana <sup>14</sup>	1257	1257	1257	1257	1257	1257	628	628
Iowa <sup>15</sup>	1571	1571	1571	1571	1571	1571	785	785
Kansas	298	298	298	298	298	298	149	149
Kentucky <sup>16</sup>	282	282	282	282	260	260	130	130
Louisiana <sup>17</sup>	341	341	341	341	319	319	160	160
Maine <sup>18</sup>	455	455	455	455	412	412	191	191
Maryland <sup>19</sup>	292	292	232	232	232	232	154	154
Massachusetts	325	325	325	325	325	325	173	173
Michigan <sup>20</sup>	321	381	277	321	277	321	139	160
Minnesota <sup>21</sup>	463	532	404	464	404	464	187	215
Mississippi <sup>22</sup>	196	272	187	259	179	245	89	125
Missouri <sup>23</sup>	330	330	286	286	286	286	176	176
Montana <sup>24</sup>	440	440	407	407	407	407	329	329
Nebraska <sup>25</sup>	1257	1257	1257	1257	1257	1257	628	628
Nevada <sup>26</sup>	498	498	433	433	412	412	325	325

**Table 37. Maximum Reimbursement Rates for In-Home Child Care (Monthly Dollar Amounts), 2010 <sup>2</sup>**

State	Full-Time Care						Before-and-After Care	
	Infant (11 months)		Toddler (35 months)		Preschool (59 months)		School-Age (84 months)	
	Base Rate	Highest Rate	Base Rate	Highest Rate	Base Rate	Highest Rate	Base Rate	Highest Rate
New Hampshire <sup>27</sup>	455	455	425	425	394	394	167	167
New Jersey <sup>28</sup>	394	394	307	307	307	307	154	154
New Mexico <sup>29</sup>	279	279	264	264	242	242	182	182
New York <sup>30</sup>	451	485	425	455	425	455	282	303
North Carolina <sup>31</sup>	223	223	212	212	202	202	152	152
North Dakota	440	440	400	400	392	392	228	228
Ohio <sup>32</sup>	1387	1387	1387	1387	1387	1387	693	693
Oklahoma	283	283	239	239	239	239	117	117
Oregon <sup>33</sup>	493	560	466	530	440	500	227	371
Pennsylvania <sup>34</sup>	1257	1257	1257	1257	1257	1257	628	628
Rhode Island <sup>35</sup>	321	321	321	321	217	217	104	104
South Carolina <sup>36</sup>	195	195	195	195	182	182	95	95
South Dakota <sup>37</sup>	260	260	260	260	260	260	130	130
Tennessee <sup>38</sup>	301	301	258	258	258	258	151	151
Texas <sup>39</sup>	329	329	286	286	245	245	143	143
Utah <sup>40</sup>	340	425	304	380	288	360	193	241
Vermont <sup>41</sup>	347	347	347	347	290	290	170	170
Virginia <sup>42</sup>	663	663	628	628	628	628	386	386
Washington <sup>43</sup>	378	378	378	378	378	378	194	194
West Virginia	360	360	320	320	320	320	160	160
Wisconsin <sup>44</sup>	1247	1247	1247	1247	1247	1247	624	624
Wyoming <sup>45</sup>	303	303	303	303	303	303	152	152
American Samoa	200	200	180	180	200	200	78	78
Guam	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>
No Mariana Islands <sup>46</sup>	NA	NA	NA	NA	NA	NA	NA	NA
Puerto Rico	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>
Virgin Islands	300	300	300	300	300	300	150	150

Source: CCDF Policies Database October 1, 2010 Data

- <sup>1</sup> Information not found in state's manual.
- <sup>2</sup> The rates represent the maximum reimbursement rate for in-home providers. For states that have tiered reimbursement systems, the base rates reflect the base in-home rates and the highest rates reflect the highest tiered or accredited rates available. For states that do not have tiered reimbursement systems, the base and highest rates are identical. Rates for the largest, most populous area are provided for states in which rates vary at a sub-state level. Numbers are rounded to the nearest dollar amount. Maximum rates may be higher for special needs children or for care during non-traditional hours. For the purposes of calculating the monthly rate, the following assumptions were made. The child receives full-time in-home child care. If rates vary for types of in-home care, the rates for care provided in the home of the child were used. The child is in care for 8 hours per day, 5 days per week. For children receiving before-and-after care, the child is in care for 4 hours per day. Unless noted, the monthly rates were calculated using 8 hours per day, 5 days per week, and 4.333 weeks per month. When a before-and-after care or part-time school-age rate was not available, the before-and-after care rate was calculated using half of the full-time school-age rate.
- <sup>3</sup> Unlicensed in-home child care rates for Anchorage.
- <sup>4</sup> Base rates are in-home rates for non-certified relative providers. Highest rates are accredited in-home child care rates for District 1.
- <sup>5</sup> In-home rates for Los Angeles.
- <sup>6</sup> Base rates are exempt family child care home rates for providers with no additional rating for Denver. Highest rates are exempt family child care home rates for CPR certified providers for Denver.
- <sup>7</sup> Unlicensed in-home child care rates. Rates were calculated using a multiplier of 4.3 to convert weekly rates to monthly rates.
- <sup>8</sup> In-home child care rates for New Castle.
- <sup>9</sup> Rates for informal providers for the Miami-Dade Coalition.
- <sup>10</sup> In-home child care rates for Zone 1.
- <sup>11</sup> License-exempt in-home child care rates.
- <sup>12</sup> In-home child care rates for Region 4.
- <sup>13</sup> License-exempt in-home child care rates. The state sets a number of days each month that families may be eligible for care. The daily rate is then multiplied by the number of eligible days in the month. The rate will vary each month, depending on the number of eligible days.
- <sup>14</sup> In-home child care rates for Marion. The rate reflects the federal minimum wage and is divided by the number of children in care. Nanny care is approved for a minimum of 3 children.
- <sup>15</sup> The in-home rate is not per child; it is the maximum amount paid for all children in the family receiving in-home care. In-home care is paid at the minimum wage amount.
- <sup>16</sup> Registered in-home child care rates for Central Region Urban Counties.
- <sup>17</sup> This state authorizes a maximum of 22 days per month. The multiplier for converting maximum daily rates to maximum monthly rates is 22.
- <sup>18</sup> In-home child care rates for Cumberland County.
- <sup>19</sup> In-home provider rates for Baltimore City.
- <sup>20</sup> Base rates are in-home child care rates for day care aides. Highest rates are tier 2 in-home child care rates.
- <sup>21</sup> Base rates are unaccredited in-home child care rates for Hennepin County. Highest rates are accredited in-home child care rates for Hennepin County.
- <sup>22</sup> Base rates are tier 3 in-home child care rates. Highest rates are tier 1 in-home child care rates.
- <sup>23</sup> Registered family home rates for St. Louis County. Rates calculated using a multiplier of 22 days per month.
- <sup>24</sup> In-home child care rates for the Billings Region.
- <sup>25</sup> In-home providers must be paid at least the federal minimum wage. The minimum wage rate is generally provided for the first three children in care. The provider may be reimbursed at a different rate for any additional children in care. As a guide, the caseworker may use the hourly rate for a license-exempt family child care home.
- <sup>26</sup> Unlicensed child care rates for Clark County.
- <sup>27</sup> Rates for license-exempt child care providers.

- <sup>28</sup> In-home child care rates for informal or relative care.
- <sup>29</sup> Registered in-home child care rates for Metro Areas. The before-and-after care rate is 75 percent of the full-time rate for care provided for 20 hours per week.
- <sup>30</sup> Base rates are legally-exempt in-home child care rates for Group 5 counties: New York, Bronx, Kings, Queens, and Richmond. Highest rates are legally-exempt, enhanced in-home child care rates for Group 5 counties.
- <sup>31</sup> Relative provider reimbursement rates for Mecklenburg County. The before-and-after school rate is calculated at 75 percent of the full-time rate.
- <sup>32</sup> In-home child care aide rates for Cuyahoga.
- <sup>33</sup> Base rates are standard in-home child care rates for Group Area A. Highest rates are registered in-home child care rates for Group Area A. The state uses a multiplier of 4.3 to convert weekly rates to monthly rates.
- <sup>34</sup> In-home child care rates for Philadelphia. The parent is required to pay the provider minimum wage.
- <sup>35</sup> Non-certified in-home child care rates.
- <sup>36</sup> In-home child care rates for urban counties.
- <sup>37</sup> Unregulated child care rates.
- <sup>38</sup> Unregulated child care rates for the top tier counties. Care provided in the child's home is not allowed unless the provider also lives in the home and proof is submitted that the home belongs to the provider. Rates were calculated using a multiplier of 4.3 to convert weekly rates to monthly rates.
- <sup>39</sup> Unregulated relative care provider rates for the Gulf Coast Region.
- <sup>40</sup> Base rates are license-exempt in-home child care rates for relative or neighbor providers. Highest rates are in-home child care rates for certified providers with residential certificates.
- <sup>41</sup> Legally-exempt provider rates.
- <sup>42</sup> In-home child care rates for Fairfax.
- <sup>43</sup> Rates for in-home providers are calculated using a multiplier of 4.3 weeks per month. Part-time rates for in-home providers are calculated using a multiplier of 20.5 hours per week.
- <sup>44</sup> Certified in-home child care rates. When in-home care is provided for 15 or more hours per week, the minimum wage must be paid, regardless of the number of children in care. This state uses a multiplier of 4.3 to convert weekly rates to monthly rates.
- <sup>45</sup> License-exempt in-home child care rates.
- <sup>46</sup> State, county, or territory does not have rates for in-home child care.

**Table 38. Unregulated Provider Background Check Requirements, 2010**

State	If There is a Criminal History Background Check Requirement	Level of Background Check Required	If a Child Protective Services Background Check is Required	If an Adult Protective Services Background Check is Required
Alabama	Yes, for provider and others	State, FBI	Yes, for provider and others	No
Alaska	Yes, for provider and others	Sex offender registry	--- <sup>1</sup>	--- <sup>1</sup>
Arizona	Yes, for the provider only	State, FBI	Yes, for the provider only	No
Arkansas	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	No
California	Yes, for the provider only <sup>2</sup>	State, FBI, sex offender registry	Yes, for the provider only	No
Colorado	Yes, for provider and others	State, FBI <sup>3</sup>	Yes, for provider and others	No
Connecticut	Yes, for the provider only	State, FBI	Yes, for the provider only	No
Delaware	Yes, for provider and others	State, FBI, sex offender registry	Yes, for provider and others	No
DC	Yes, for provider and others	State, FBI	No	No
Florida	Yes, for provider and others	State, FBI <sup>4</sup>	Yes, for provider and others	Yes, for provider and others
Georgia	Yes, for the provider only <sup>5</sup>	State	Yes, for the provider only	No
Hawaii	Yes, for provider and others	State, FBI <sup>6</sup>	Yes, for provider and others	No
Idaho	Yes, for provider and others	State, FBI, sex offender registry	Yes, for provider and others	Yes, for provider and others
Illinois	No	NA	Yes, for provider and others	No
Indiana	Yes, for provider and others	State	Yes, for provider and others	No
Iowa	Yes, for provider and others	State, sex offender registry	Yes, for provider and others	Yes, for provider and others
Kansas	Yes, for provider and others <sup>7</sup>	State	Yes, for provider and others	No
Kentucky	Yes, for provider and others	State	Yes, for provider and others	No
Louisiana	Yes, for provider and others	State	No	No
Maine	Yes, for provider and others	State	Yes, for provider and others	--- <sup>1</sup>
Maryland	No	NA	Yes, for provider and others	No
Massachusetts	Yes, for the provider only <sup>8</sup>	State	Yes, for the provider only <sup>8</sup>	No
Michigan	Yes, for provider and others	State, sex offender registry	Yes, for provider and others	No
Minnesota	Yes, for provider and others	State	Yes, for provider and others	Yes, for provider and others

**Table 38. Unregulated Provider Background Check Requirements, 2010**

State	If There is a Criminal History Background Check Requirement	Level of Background Check Required	If a Child Protective Services Background Check is Required	If an Adult Protective Services Background Check is Required
Mississippi	No <sup>9</sup>	NA	Yes, for provider and others	No
Missouri	Yes, for provider and others	State	Yes, for provider and others	No
Montana	Yes, for provider and others	State <sup>10</sup>	Yes, for provider and others	Yes, for provider and others
Nebraska	Yes, for provider and others <sup>11</sup>	State, sex offender registry	Yes, for provider and others <sup>11</sup>	Yes, for provider and others <sup>11</sup>
Nevada	No	NA	No	No
New Hampshire	Yes, for provider and others	State, FBI	Yes, for provider and others	No
New Jersey	No	NA	Yes, for provider and others	No
New Mexico	Yes, for provider and others	State, FBI	Yes, for provider and others	No
New York	Yes, for provider and others	Sex offender registry <sup>12</sup>	Yes, for the provider only	No
North Carolina	Yes, for provider and others	Local, State, FBI <sup>13</sup>	Yes, for provider and others <sup>14</sup>	Yes, for provider and others <sup>14</sup>
North Dakota	Yes, for provider and others	State, sex offender registry	No	No
Ohio	No	NA	No	No
Oklahoma	Yes, for the provider only	State, sex offender registry	Yes, for the provider only	No
Oregon	Yes, for provider and others	State, FBI, sex offender registry <sup>15</sup>	Yes, for provider and others	No
Pennsylvania	Yes, for the provider only	State, FBI	Yes, for the provider only	No
Rhode Island	Yes, for provider and others	--- <sup>1</sup>	--- <sup>1</sup>	No
South Carolina	No	NA	No	No
South Dakota	No	NA	Yes, for the provider only	No
Tennessee	No <sup>16</sup>	NA	No	No
Texas	Yes, for provider and others <sup>17</sup>	State, sex offender registry <sup>17</sup>	Yes, for provider and others <sup>18</sup>	No
Utah	Yes, for provider and others	FBI <sup>19</sup>	Yes, for provider and others	No
Vermont	--- <sup>1, 20</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>
Virginia	Yes, for provider and others	State, sex offender registry	Yes, for provider and others	No
Washington	Yes, for provider and others	Local, State	No <sup>21</sup>	No <sup>21</sup>
West Virginia	Yes, for provider and others	State	Yes, for provider and others	Yes, for provider and others
Wisconsin	No	NA	No	No
Wyoming	Yes, for provider and others	State	Yes, for provider and others	Yes, for provider and others

**Table 38. Unregulated Provider Background Check Requirements, 2010**

State	If There is a Criminal History Background Check Requirement	Level of Background Check Required	If a Child Protective Services Background Check is Required	If an Adult Protective Services Background Check is Required
American Samoa	Yes, for provider and others	--- <sup>1</sup>	Yes, for provider and others	No
Guam	Yes, for provider and others	--- <sup>1</sup>	Yes, for provider and others	--- <sup>1</sup>
No Mariana Islands	Yes, for the provider only	State, sex offender registry	Yes, for the provider only	No
Puerto Rico	Yes, for the provider only	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>
Virgin Islands	Yes, for provider and others	State, FBI	No	No

Source: CCDF Policies Database October 1, 2010 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> Unregulated providers must have a TrustLine check, with the exception of grandparents, aunts, uncles, and siblings.

<sup>3</sup> FBI background checks are conducted for unlicensed providers and only when the adult has been living in the state for less than two years.

<sup>4</sup> The state-level background check includes local criminal history information.

<sup>5</sup> A background check is required for all providers except those providing short term child care for up to six weeks.

<sup>6</sup> Relative providers are exempt from the fingerprint requirements.

<sup>7</sup> A provider whose name appears in the child abuse and neglect registry or the state's adult supervised population repository is not eligible for CCDF payments.

<sup>8</sup> Background checks, including criminal history and child welfare checks, are only conducted on non-relative in-home providers. If the in-home provider is a relative of the child, no background check is required.

<sup>9</sup> Providers must sign a form certifying that they have not been convicted of a felony or had their name placed on the child abuse or sex offender registry.

<sup>10</sup> A comprehensive background check includes checking for sexual abuse of a child or other person. If the applicant or household members have lived outside of Montana at any time in their lives since turning 18, they must obtain an out of state criminal history records check. An FBI fingerprint background check covers all 50 states and territories and qualifies as a comprehensive background check; however, other comprehensive background check options are available.

<sup>11</sup> Background checks are required for license-exempt providers. In-home providers, upon request, must provide written permission for a background check. Background checks include checking a register for child abuse and neglect and adult protective services.

<sup>12</sup> Legally-exempt providers must give a sworn statement about whether they have been convicted of a misdemeanor or felony. Some counties conduct a local criminal background check for legally-exempt providers, their employees, volunteers, and in some cases household members age 18 and older.

<sup>13</sup> The background check includes a fingerprint check through the state. Persons who have lived in the state less than five years are subject to an FBI check.

<sup>14</sup> The requirement for background checks applies to non-licensed home providers.

<sup>15</sup> Criminal history background checks are conducted using a state law enforcement data system, which includes sex offender registry information. In addition to a criminal history check through the state law enforcement data system, the agency may also request a national criminal history check if information indicates there may be an out-of-state criminal history.

<sup>16</sup> The department does not routinely perform a background check on unregulated providers, though local agencies may elect to do so.

<sup>17</sup> For a relative provider caring for a child in the relative's home, the provider is only subject to a state sex offender registry check.

<sup>18</sup> Child protective services requires a background check for any person required to have a name-based background check that has lived outside of Texas within the past five years or any person with a criminal history in another state.

<sup>19</sup> An FBI fingerprint check is required if a provider or household member has resided in the state less than five years or in a questionable situation.

<sup>20</sup> The provider is required to inform the department if any employees or household members are convicted of fraud, felony, a crime of violence, or have a report of abuse or neglect substantiated against them.

<sup>21</sup> A child protective services check and an adult protective services check may be part of the background check.

**Table 39. Unregulated Provider Training Requirements, 2010**

State	If CPR Training is Required	If First Aid Training is Required
Alabama	No	No
Alaska	Yes, for the provider	Yes, for the provider
Arizona	No	No
Arkansas	--- <sup>1</sup>	--- <sup>1</sup>
California	No	No
Colorado	No	No
Connecticut	No	No
Delaware	Yes, for the provider	Yes, for the provider
DC	No	No
Florida	Yes, for the provider	Yes, for the provider
Georgia	No	No
Hawaii	Yes, for at least one person on site	Yes, for at least one person on site
Idaho	Yes, for at least one person on site	Yes, for at least one person on site
Illinois	No	No
Indiana	Yes, for the provider	Yes, for the provider
Iowa	Yes, for the provider	Yes, for the provider
Kansas	No	No
Kentucky	No	Yes, for the provider
Louisiana	Yes, for the provider	Yes, for the provider
Maine	No	No
Maryland	No	No
Massachusetts	No <sup>2</sup>	No <sup>2</sup>
Michigan	Yes, for the provider	Yes, for the provider
Minnesota	No	No
Mississippi	No	No
Missouri	No	No
Montana	No	No
Nebraska	No	No
Nevada	No	No
New Hampshire	No	No
New Jersey	No	No
New Mexico	No	Yes, for the provider
New York	No	No
North Carolina	No	Yes, for the provider
North Dakota	No	No
Ohio	No	No
Oklahoma	No <sup>3</sup>	No <sup>3</sup>
Oregon	No <sup>4</sup>	No <sup>4</sup>
Pennsylvania	No	No
Rhode Island	No	No
South Carolina	No	No
South Dakota	No	No
Tennessee	No	No
Texas	No	No
Utah	No	No
Vermont	No	No
Virginia	Yes, for at least one person on site	Yes, for at least one person on site
Washington	No	No
West Virginia	Yes, for at least one person on site <sup>5</sup>	Yes, for at least one person on site <sup>5</sup>
Wisconsin	No	No

**Table 39. Unregulated Provider Training Requirements, 2010**

State	If CPR Training is Required	If First Aid Training is Required
Wyoming	Yes, for the provider	Yes, for the provider
American Samoa	Yes, for at least one person on site	Yes, for at least one person on site
Guam	--- <sup>1</sup>	Yes, for the provider
No Mariana Islands	Yes, for the provider	Yes, for the provider
Puerto Rico	Yes, for the provider	Yes, for the provider
Virgin Islands	No	No

Source: CCDF Policies Database October 1, 2010 Data

<sup>1</sup> Information not found in state's manual.

<sup>2</sup> Non-relative in-home providers must complete an orientation that includes First Aid and CPR training.

<sup>3</sup> There is no requirement unless the child in care has special needs.

<sup>4</sup> Providers who are registered-exempt or certified-exempt are not required to be First Aid or CPR certified; however, First Aid and CPR certification are required if they want to qualify for the enhanced rate. Registered and certified providers must have First Aid and CPR certifications.

<sup>5</sup> Requirements apply to unlicensed school-age child care providers. At least one person on duty must be certified in First Aid that includes rescue breathing and choke saving.

**Table 40. Provider Policies: Who May Provide Care, 2010 <sup>2</sup>**

State	Minimum Provider Age	If a Relative Living in the Home and Part of the Unit can Provide Care	If a Relative Living in the Home and Not Part of the Unit can Provide Care	If a Relative Living Outside of the Home can Provide Care	If a Non-Relative Living in the Home and Part of the Unit can Provide Care	If a Non-Relative Living in the Home and Not Part of the Unit can Provide Care
Alabama	19	No	No	Yes	No	No
Alaska	18	No	Yes	Yes	NA <sup>3</sup>	Yes
Arizona	18	No	Yes <sup>4</sup>	Yes	No	Yes
Arkansas	18	No	No	Yes	No	No
California	18	No	Yes	Yes	No	Yes
Colorado	18	Yes	Yes	Yes	Yes	Yes
Connecticut	18	No	Yes <sup>5</sup>	Yes	No	Yes
Delaware	--- <sup>1</sup>	NA <sup>10</sup>	Yes	Yes	NA <sup>10</sup>	Yes
DC	18	No	Yes	Yes	No	Yes
Florida	18 <sup>6</sup>	Yes	Yes	Yes	Yes	Yes
Georgia	18 <sup>7</sup>	No	Yes	Yes	Yes	Yes
Hawaii	18	No	Yes	Yes	No	Yes
Idaho	18	No	No	Yes	No	No
Illinois	18	No	Yes	Yes	No	Yes
Indiana	18	NA <sup>8</sup>	Yes	Yes	NA <sup>8</sup>	No
Iowa	18	NA <sup>8</sup>	Yes	Yes	NA <sup>8</sup>	Yes
Kansas	18	No	No	Yes	No	No
Kentucky	18	No	No	Yes	No	No
Louisiana	18	No	No	Yes <sup>9</sup>	No	No
Maine	18	NA <sup>10</sup>	No	Yes	NA <sup>10</sup>	No
Maryland	18	No	Yes	Yes	No	Yes
Massachusetts	18	No	Yes	Yes	No	No
Michigan	18	No	Yes	Yes	No	Yes
Minnesota	18	No	Yes	Yes	No	Yes
Mississippi	18	No	No	Yes	No	No
Missouri	18	No	Yes <sup>4</sup>	Yes	No	Yes
Montana	18	No	Yes	Yes	No	Yes
Nebraska	19 <sup>11</sup>	No <sup>12</sup>	No <sup>12</sup>	Yes	NA <sup>3</sup>	No <sup>12</sup>
Nevada	18	No	No	Yes	No	No
New Hampshire	16	No	No	Yes	No	No
New Jersey	18	Yes <sup>13</sup>	Yes	Yes	Yes	Yes

**Table 40. Provider Policies: Who May Provide Care, 2010 <sup>2</sup>**

State	Minimum Provider Age	If a Relative Living in the Home and Part of the Unit can Provide Care	If a Relative Living in the Home and Not Part of the Unit can Provide Care	If a Relative Living Outside of the Home can Provide Care	If a Non-Relative Living in the Home and Part of the Unit can Provide Care	If a Non-Relative Living in the Home and Not Part of the Unit can Provide Care
New Mexico	18	No	Yes	Yes	No	Yes
New York	18 <sup>14</sup>	No <sup>15</sup>	Yes	Yes	NA <sup>3</sup>	Yes
North Carolina	18	NA <sup>10</sup>	Yes	Yes	NA <sup>10</sup>	Yes
North Dakota	18	Yes <sup>16</sup>	Yes <sup>16</sup>	Yes	Yes	Yes
Ohio	18	No	No	Yes	No	No
Oklahoma	18	No	No	Yes	No	No
Oregon	18	No	Yes	Yes	No	Yes
Pennsylvania	18	No	No	Yes	No	No
Rhode Island	21	No	No	Yes	No	No
South Carolina	21	No	Yes <sup>17</sup>	Yes	NA <sup>3</sup>	Yes
South Dakota	18	NA <sup>10</sup>	Yes	Yes	NA <sup>10</sup>	No
Tennessee	18 <sup>18</sup>	No	No	Yes	No	No
Texas	18	Yes <sup>19, 20</sup>	Yes <sup>20</sup>	Yes	No	No
Utah	18	No <sup>21</sup>	No <sup>21</sup>	Yes	No <sup>21</sup>	No <sup>21</sup>
Vermont	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>
Virginia	18	No	Yes	Yes	No	Yes
Washington	18	No	Yes	Yes	No	Yes
West Virginia	18	No	Yes	Yes	Yes	Yes
Wisconsin	18	No <sup>22</sup>	No <sup>22</sup>	Yes	No <sup>22</sup>	No <sup>22</sup>
Wyoming	18	No	Yes	Yes	NA <sup>3</sup>	Yes
American Samoa	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>
Guam	18	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>
No Mariana Islands	18	No	No	Yes	No	Yes
Puerto Rico	18	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>	--- <sup>1</sup>
Virgin Islands	18	Yes	Yes	Yes	Yes	Yes

Source: CCDF Policies Database October 1, 2010 Data

<sup>1</sup> Information not found in state's manual.<sup>2</sup> The unit refers to the group of people included in the family size for purposes of determining eligibility and copayments.<sup>3</sup> Adult, non-relatives are never included in the unit.

- <sup>4</sup> Relatives living in the home and not part of the assistance unit may provide care, with the exception of siblings, who must reside outside of the home in order to provide care.
- <sup>5</sup> An adult living in the same household, regardless of his or her relationship to the child, cannot be authorized to provide care between 11:00 pm and 7:00 am, unless the child is under three years old or has special needs.
- <sup>6</sup> The operator of a child care facility must be 21 years of age or older. A child care facility can not employ a person under the age of 16 unless the person is under direct supervision and is not counted when computing the staff to child ratio.
- <sup>7</sup> This age minimum applies to informal providers only.
- <sup>8</sup> Relatives and nonrelatives who are over age 18 are never considered part of the unit.
- <sup>9</sup> A relative is not authorized to care for a child if it is a TANF case.
- <sup>10</sup> Adult, non-parent relatives and non-relatives are never included in the assistance unit.
- <sup>11</sup> Generally providers must be 19 years of age. Providers age 16, 17, or 18 may provide care if it will not cause them to be absent from a school or training program, they will not be absent from regular employment without employer permission, they are acceptable to the client, and they are supervised by a parent or guardian.
- <sup>12</sup> Individuals living in the home can only provide care if the child has special needs.
- <sup>13</sup> Siblings must be over 18 years of age and live outside the home in order to provide care.
- <sup>14</sup> The provider must be 18 years of age or meet the state requirements for employment of minors. Providers must be at least 14 years of age to comply with labor laws.
- <sup>15</sup> Siblings are allowed to provide subsidized care. All other members of the unit are not eligible to provide subsidized care.
- <sup>16</sup> A sibling who is living in the home and is 18 or older can provide care only if the sibling is a licensed, registered, or self-certified provider. The sibling cannot provide care under the approved relative status.
- <sup>17</sup> Siblings must be living outside of the household.
- <sup>18</sup> Unregulated providers must be at least 21 years of age.
- <sup>19</sup> Relatives living in the home may only provide care if the eligible child is the child of a teen parent or if the department determines that other arrangements are not reasonably available.
- <sup>20</sup> Siblings of the eligible child that are over 18 may only provide care if they are not living in the household.
- <sup>21</sup> Exceptions for who may provide care may be granted when no other eligible provider is available, to accommodate children with special needs, and under unusual or extraordinary circumstances approved by the department or state program specialist.
- <sup>22</sup> A person living in the home cannot be authorized to provide care unless the county determines it is necessary due to a special health condition of the child.