

**The CCDF Policies Database Book of Tables:
Key Cross-State Variations in CCDF Policies as
of October 1, 2013**

OPRE Report 2014-72

October 2014

THE CCDF POLICIES DATABASE BOOK OF TABLES: KEY CROSS-STATE VARIATIONS IN CCDF POLICIES AS OF OCTOBER 1, 2013

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Overview

This report describes the policies that States and Territories use in operating child care subsidy systems under the Child Care and Development Fund (CCDF). Across the country and in five outlying areas, CCDF provides federal money to States, Territories, and Tribes to subsidize the cost of child care for lower-income families. Detailed policies vary widely across jurisdictions.

The CCDF Policies Database project produces a comprehensive, up-to-date database of CCDF policies for the 50 States, the District of Columbia, and the U.S. Territories and outlying areas.¹ The Database contains hundreds of variables designed to capture CCDF policies across time, allowing users to access policy information for a specific point in time as well as to see how and when policies change over time. The Database is funded by the Office of Planning, Research and Evaluation and maintained by the Urban Institute.

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”). An initial set of manuals was coded for the Database, reflecting policies in effect on or before October 1, 2009. Ongoing manual updates are collected in order to capture policy changes when they occur in each State/Territory. Each year the project produces a set of tables, containing selected policies from the Database (full Database files are also made available for public use). The tables are then reviewed by State/Territory administrators and verified for accuracy. The final tables are included in an annual report, with the current report showing the policies in effect on October 1, 2013. The information provided in the Book of Tables covers four general areas of policy: eligibility requirements for families and children; family application, terms of authorization, and redetermination; family payments; and policies for providers, including maximum reimbursement rates.

Along with each table, this report provides highlights of the policies in effect in 2013, as well as information on how those policies have changed since 2012. Selected policy changes from 2009 to 2013 are also included in an appendix to the report. Highlights from 2013 include:

- Twenty-six States/Territories require that parents work a minimum number of hours per week to be eligible for care. In the other States/Territories, there is no minimum work requirement, but parents must still participate in approved activities in order to qualify for assistance.
- Among the 50 States and the District of Columbia, initial eligibility thresholds for a family of three range from \$1,545 in Kentucky to \$4,915 in North Dakota.
- Seventeen States use higher eligibility thresholds for families that are already receiving subsidies. In the remaining States/Territories, families must continue to meet the eligibility thresholds used when they first entered the program.

¹ The CCDF Policies Database does not include information on tribal CCDF policies.

- Across the States/Territories, copayments for a three-person family with \$15,000 in annual earnings range from \$0 to \$414 per month. The median copayment for a family with those characteristics is \$61 per month.

Highlights of policy changes from 2009 to 2013 include:

- Nine States/Territories made changes to their policies regarding eligibility during periods of job search. Five States/Territories changed their policies to no longer allow for job search activities, and four States/Territories changed their policies regarding whether job search was allowed for initial eligibility or both initial and continuing eligibility.
- 10 States/Territories made changes to their policies regarding the amount of time families have to report changes in their circumstances. Four States/Territories extended the time period for reporting changes, while two decreased the amount of time families have to report changes. Four States/Territories changed to or from policies that vary according to particular circumstances (i.e., the number of days allowed for reporting changes depends on the type of change).
- Nine States/Territories made changes to their redetermination periods between 2009 and 2013. Seven extended the length of time before eligibility must be redetermined, while two decreased their redetermination periods from 12 months to 6 months.

TABLE OF CONTENTS

Overview	iii
I. INTRODUCTION AND OVERVIEW.....	1
The Programs Covered by the Book of Tables	3
Sources and Verification.....	8
II. ELIGIBILITY REQUIREMENTS FOR FAMILIES AND CHILDREN	10
Basic Age and Activity Requirements	10
Variations in Eligibility Requirements for Subgroups of Families and Children.....	13
Family and Income Definitions	15
Financial Eligibility Tests	21
III. APPLICATION, REDETERMINATION, TERMS OF AUTHORIZATION, AND WAITING LISTS.....	103
Application, Redetermination, and Terms of Authorization	103
Priority Groups and Waiting Lists	108
IV. FAMILY COPAYMENTS	162
V. POLICIES FOR PROVIDERS	207
Reimbursement Rates	207
Policies for Unregulated Child Care Providers.....	212
APPENDIX A: CONTENT OF THE CCDF POLICIES DATABASE.....	245
APPENDIX B: ELIGIBILITY THRESHOLDS AS A PERCENT OF POVERTY GUIDELINES	250
APPENDIX C: MARKET RATE SURVEY AND PERCENTILE FOR MAXIMUM REIMBURSEMENT RATES.....	252
APPENDIX D: STATE POLICIES FROM 2009 to 2013: SELECTED POLICIES FROM THE CCDF POLICIES DATABASE	260

TABLE OF TABLES

Table A	State/Territory Program Names for the Programs Represented in the CCDF Policies Database's Book of Tables for October 1, 2013	3
Table B	Verification Status of the Information in the CCDF Policies Database Project's Book of Tables for October 1, 2013	9
Table 1	Maximum Age Allowed for CCDF Eligibility	25
Table 2	Minimum Work Hours Per Week Required for CCDF Eligibility	28
Table 3	Approved Activities for CCDF Eligibility.....	31
Table 4	Approved Activities for CCDF Eligibility (continued)	42
Table 5	Exemptions from Parent/Caretaker Activity Requirements	45
Table 6	If Families Receiving Different Types of Benefits/Services Have Different Parent Activity Requirements	49
Table 7	Defining the Family Unit and Income: Treatment of Children and Siblings	58
Table 8	Defining the Family Unit and Income: Treatment of Teen Parents.....	62
Table 9	Defining the Family Unit and Income: Treatment of Step-Parents, Non-Parent Partners, and Temporarily Absent Parents	68
Table 10	Defining the Family Unit and Income: Treatment of Non-Parent Caretakers	73
Table 11	Defining the Family Unit and Income: Treatment of Non-Parent, Non-Caretaker Adults	80
Table 12	Treatment of Various Types of Income and Benefits When Determining Eligibility	83
Table 13	Treatment of Various Types of Income and Benefits When Determining Eligibility (continued).....	89
Table 14	Income Disregards When Determining Eligibility	95

TABLE OF TABLES, continued

Table 15	Initial Eligibility Thresholds By Family Size: Maximum Monthly Income to Initially Qualify for CCDF Subsidies	97
Table 16	Continuing Eligibility Thresholds By Family Size: Maximum Monthly Income to Continue Receiving CCDF Subsidies	99
Table 17	Assets Tests.....	101
Table 18	Application Procedures	111
Table 19	Information that Must be Verified with Documentation when Applying for CCDF Subsidies	114
Table 20	Redetermination Requirements.....	118
Table 21	If Families Receiving Different Types of Benefits/Services are Exempt from Redetermination.....	123
Table 22	Reporting Changes in Income, Employment, or Family Circumstances	126
Table 23	Maximum Hours Approved for Child Care Subsidies.....	130
Table 24	Care During Breaks in Activities.....	138
Table 25	Priority Policies for Different Groups.....	142
Table 26	Priority Policies for Different Groups (continued)	152
Table 27	Waiting List Policies.....	159
Table 28	Copayment Exemptions	170
Table 29	Copayment Exemptions for TANF Families	176
Table 30	Copayment Administration.....	180
Table 31	Copayment Calculation.....	187
Table 32	Other Copayment Calculation Policies	191
Table 33	Copayment Amounts for a Single Parent with a Two-Year-Old Child in Full-Time Care.....	198

TABLE OF TABLES, continued

Table 34	Copayment Amounts for a Single Parent with a Two-Year-Old Child and a Four-Year-Old Child in Full-Time Care	201
Table 35	Copayment Amounts for a Two Parent Household with a Two-Year-Old Child and a Four-Year-Old Child in Full-Time Care.....	204
Table 36	Maximum Reimbursement Rates for Licensed Child Care Centers	215
Table 37	Maximum Reimbursement Rates for Licensed Family Child Care Homes	220
Table 38	Maximum Reimbursement Rates for Licensed Group Child Care Homes	225
Table 39	Maximum Reimbursement Rates for In-Home Child Care	230
Table 40	Unregulated Provider Background Check Requirements	235
Table 41	Unregulated Provider Training Requirements	239
Table 42	Provider Policies: Who May Provide Care	241
Table A-1	Content of CCDF Policies Database	245
Table B-1	Eligibility Thresholds as a Percent of Poverty Guidelines	250
Table C-1	Current Market Rate Survey and Market Rate Percentile for Center Child Care Payments	254
Table C-2	Current Market Rate Survey and Market Rate Percentile for Family Child Care Home Payments	257
Table D-1	Minimum Work Hours Per Week Required for CCDF Eligibility, 2009-2013	262
Table D-2	Job Search as an Approved Activity for CCDF Eligibility, 2009-2013	265
Table D-3	Initial and Continuing Eligibility Thresholds for Family Size Three, 2009-2013	269
Table D-4	Within How Many Days the Family Must Notify the Agency of Changes, 2009-2013	272

TABLE OF TABLES, continued

Table D-5	Redetermination Period (in months), 2009-2013.....	274
Table D-6	If the State Uses a Waiting List When Needed, 2009-2013	278
Table D-7	Copayment Amount for a Three-Person Family Earning \$15,000 Annually, with a Single Parent with a Two-Year-Old Child and a Four-Year-Old Child in Full-Time Care (Monthly Dollar Amounts), 2009-2013	280
Table D-8	Maximum Licensed Center Reimbursement Rate for Toddlers, 2009-2013	283
Table D-9	Maximum Licensed Family Child Care Home Reimbursement Rate for Toddlers, 2009-2013	288

I. INTRODUCTION AND OVERVIEW

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 2012, the latest year for which data are available, 1.5 million children received care that was subsidized through CCDF.² 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 program policies.³ Those policies 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, in practice it is 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, 2013.⁴ (Highlights of policy changes between 2012 and 2013 are included throughout this report, and Appendix D shows the changes in selected policies from 2009 to 2013.) 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 42 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 17)
- Family application, terms of authorization, and redetermination (Tables 18 through 27)
- Family payments (Tables 28 through 35)
- Policies for providers, including maximum reimbursement rates (Tables 36 through 42)

Additional tables containing information on the use of market rates in establishing reimbursement rates are included in Appendix C. The data for the market rate tables is taken directly from the FY 2014 CCDF Plans.

² See “FFY 2012 CCDF Data Tables (Preliminary Estimates)”, Table 1, available on-line at <http://www.acf.hhs.gov/programs/occ/resource/fy-2012-ccdf-data-tables-preliminary>.

³ 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>).

⁴ Books of Tables showing policies in effect on October 1, 2009, 2010, 2011, and 2012 are 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, 2014.

With the exception of the market rate survey information provided in Appendix C, 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.⁵ 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.⁶

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)⁷ funds or other non-CCDF funds is not included.
- Tribal CCDF programs are not included.
- Some important aspects of child care subsidy policy are not addressed in the tables. 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.⁸

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 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, and

⁵ 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.

⁶ 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/17048>).

⁷ 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/tanf>).

⁸ 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 is reported in the CCDF Plans. Information regarding licensing can be found at the National Association for Regulatory Administration (<http://naralicensing.org/>).

Appendix B provides more information about the eligibility thresholds, showing the thresholds as a percent of the Federal Poverty Guidelines.

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, 2013	
State	Program ¹
Alabama	Child Care Subsidy Program
Alaska	Child Care Assistance Program
Arizona	Child Care Assistance
Arkansas	Child Care Assistance Program
California	California Alternative Payment Programs ²
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 Program
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 Payment 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, 2013

State	Program ¹
Nebraska	Child Care Subsidy Program
Nevada	Child Care Subsidy Program
New Hampshire	NH Child Care Scholarship
New Jersey	Child Care Subsidy 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	DCCA Child Care and Development Fund Program
Puerto Rico	Child Care and Development Program
Virgin Islands	Child Care Subsidy Program

Source: CCDF Policies Database October 1, 2013 Data

¹ The selected programs were used to code the child care policies and represent the main program providing subsidized child care in each State/Territory. In most cases the program was selected based on consultation with a State/Territory representative.

² When applicable for a particular group of policies, 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 (SNAP⁹), and foster care or Child Protective Services (CPS). Further, up to 30 percent of a State's/Territory's TANF funds 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.¹⁰ For FY 2010, the pooling factors ranged from 0.222 in D.C. to 1.0 in 19 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 22.2 percent of the funds were CCDF funds. In other words, CCDF funds supported subsidies for approximately 22 percent of the children reported as being served by D.C. in the ACF-800 and 801 reports. In contrast, in the 19 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 0.833.¹¹ 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

⁹ The SNAP program was formerly known as the Food Stamp Program.

¹⁰ 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-4>. TANF-transfer, State Match, and State Maintenance of Effort (MOE) funds are all considered part of CCDF funds.

¹¹ FY 2010 "801" data, obtained from the *Research Connections* website, <http://www.researchconnections.org/childcare/resources/25616>. Pooling factors for more recent years will be available as those years of CCDF administrative data are publicly released on the *Research Connections* website.

CCDF-funded 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.¹² However, these programs serve large numbers of pre-school children, and Early Head Start serves infants and toddlers. Approximately 956,000 children (mostly ages 3 and 4) were served by Head Start and Early Head Start during FY 2012, and approximately 1.3 million (mostly age 4) were in State/Territory-funded pre-kindergarten programs in the 2011-12 school year.¹³ In contrast, about 422,000 children ages 3 and 4 were served by CCDF in FY 2012.¹⁴ 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.)¹⁵ 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.¹⁶ 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.¹⁷

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, States/Territories may:

¹² Any discussion of pre-kindergarten programs in this report refers only to state-funded programs.

¹³ Head Start data are available from: <http://eclkc.ohs.acf.hhs.gov/hslc/mr/factsheets/2012-hs-program-factsheet.html>. Pre-k enrollment figures are from: <http://nieer.org/publications/state-preschool-2012>.

¹⁴ According to the CCDF enrollment statistics from the ACF-801 data for FY 2012, approximately 28 percent of children served were ages 3 and 4 and 1.507 million children were served through CCDF. See: <http://www.acf.hhs.gov/programs/occ/resource/fy-2012-ccdf-data-tables-preliminary>.

¹⁵ Future partnerships between Early Head Start and CCDF providers may result in greater coordination and continuity between the programs. For more information on Early Head Start-Child Care Partnerships, see https://www.acf.hhs.gov/sites/default/files/occ/what_is_the_early_head_start_cc_partnership_final_4_508.pdf?nocache=1365689128.

¹⁶ According to CCDF financial data for FY 2012, 14 States used pre-kindergarten expenditures to help satisfy State matching and/or MOE requirements. See: <http://www.acf.hhs.gov/programs/occ/resource/fy-2012-ccdf-state-expenditure-data>.

¹⁷ 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.

1. Transfer TANF funds into CCDF, in which case the funds are considered and reported as CCDF funds¹⁸; or
2. Spend TANF funds directly on child care (often referred to as TANF-direct) in which case States/Territories could either:
 - a. “Pool” the TANF-direct funds with CCDF funds to pay for services reported on the ACF-800 and ACF-801 data reports; or
 - b. Keep TANF-direct funds completely separate – in which case no TANF-funded child care services would be reported in either the ACF-800 or ACF-801 data.

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. As noted above, 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 the Database or in these tables. 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

¹⁸ When TANF funds are transferred to CCDF, they must be spent according to CCDF regulations.

than one distinct program with CCDF funds (as is the case in California), only the primary program is included in the Book.¹⁹

Sources and Verification

For Tables 1 through 42 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.²⁰

To maximize the accuracy of the material in this Book, we conducted a verification process with the States/Territories. 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.²¹ 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 (52), a State/Territory contact reviewed the materials and any issues that were raised were fully resolved. In two States/Territories, there was some communication between project and State/Territory staff, but at least one issue remained unverified. Another two States/Territories 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.

¹⁹ 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.

²⁰ 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.

²¹ 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, 2013**

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

¹ "Fully verified" (52 States/Territories) means the State/Territory reviewed the draft tables, and all issues that were raised were fully resolved. "Partially verified" (two States/Territories) means that the State/Territory did review the tables, but at least one question was not fully resolved. "Not verified" (two States/Territories) means that State/Territory staff were not able to review the tables.

² 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 years of age, 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.²² 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.)

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

²² 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.

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 for 2013 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 13th birthday). However, Oregon and Wyoming provide subsidies for children only through age 11. 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 four States/Territories (Arizona, Florida, 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 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 their 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 2013 include:

- Twenty-six 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 four State/Territories to 30 hours each week in six State/Territories. Additionally, Montana does not use a weekly work hour requirement, instead requiring parents to meet a monthly work hour minimum.
- 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, four States modify the requirement for two-parent families. In Florida and 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.²³

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 activities, English as a Second Language (ESL) activities, training, post-secondary education, employment and training under the SNAP program, and housing search.²⁴ 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 the policies in effect in 2013 include:

- Employment is an approved activity in all of the States/Territories.
- Among the 39 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 22 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, ranging from 2 to 13 weeks per year in 13 States/Territories, from one to two months per six-month period in five States/Territories, and from two weeks to six months per job loss occurrence in 17 States/Territories. The District of Columbia allows for job search activities with no time limit. The remaining States/Territories that allow for job search activities use slightly different methods for establishing the amount of time approved. For example, in Connecticut, job search activities are approved through the end of the month following the month in which employment ended, regardless of what day of the current month employment ended.
- Almost all States/Territories consider high school/GED to be a qualifying activity, and all but seven include both job training and post-secondary education as qualifying activities in at least some cases. Roughly half of the States/Territories consider ESL classes to be a qualifying activity.
- Fifteen States consider SNAP employment-and-training activities to be a qualifying activity for subsidized child care.

²³ 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.

²⁴ The activities listed are not explicitly stated in the CCDF federal guidelines. States/Territories have leeway concerning which activities they approve for care.

- Six States 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 TANF work program activities potentially eligible for subsidized child care, while 35 allow for TANF activities in addition to the TANF work program.

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 2012 to 2013

Most States/Territories imposed the same basic eligibility requirements in 2013 as they did in 2012, but there were some changes. Florida lowered the maximum age for children with mental or physical incapacities and children in protective services from 18 to 12 in 2013. The age requirements for children without special needs and children not in protective services remained the same in all States/Territories between 2012 and 2013.

Work requirements changed in four States/Territories. Georgia lowered the number of hours parents must work, while Kansas raised the minimum hour requirement. Puerto Rico implemented a work hour requirement in 2013, having had no minimum requirement prior to this. Finally, in Florida, the requirement for two-parent families was modified to focus on the combined hours of both parents, rather than individual requirements for each parent.

Eligible activities across States/Territories saw very little change from 2012 to 2013, with the only changes in job search policies. Puerto Rico changed its policies to no longer allow for job search activities in 2013. Florida expanded eligibility for job search from 30 days per job loss occurrence in 2012 to 60 days per occurrence in 2013. Oregon made a minor change to its policy, allowing job search activities to be covered through the end of the month following the month in which employment ended, which was previously only approved if the job loss occurred towards the end of a month.

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 2013 include:

- Programs in four States (Georgia, Massachusetts, Mississippi, and New Jersey) include some form of elderly exemption. In these States, caretakers considered elderly (at least 60 in Georgia and New Jersey, and at least 65 in Massachusetts and Mississippi) 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 the most common form of this policy, one parent may be exempt from activity requirements when he or she has a documented special need only if there is another parent in the household who satisfies the activity requirement.

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, they may be 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 for 2013 include:

- A majority of the States/Territories require families using transitional child care (following TANF receipt) to meet the same requirements as other CCDF-eligible families. The other States/Territories have different requirements for these families, such as allowing them to work fewer than the minimum hours required for other families.
- Four States/Territories (Delaware, Florida, Ohio, and Puerto Rico) do not require homeless families to meet any activity requirement in order to receive subsidized child care. (As was shown in Table 4, some of the States/Territories that do impose an activity

requirement on homeless families consider their search for housing to be an eligible activity.)

- Only six States/Territories (Connecticut, Maine, Nebraska, Pennsylvania, Utah, and the Northern Mariana Islands) require families with CPS cases to meet the same activity requirements as other families. Families with children under CPS have no activity requirement in some States/Territories, are ineligible in others (because their care is provided through a different program), and are eligible with modified policies in the remaining States/Territories.
- Families with foster children must meet the same requirements as all other families in 22 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/Territories, 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.²⁵

Changes in Special Activity Requirements from 2012 to 2013

There were very few changes in policies for activity exemptions between 2012 and 2013. Only one State/Territory updated its policies, with Florida changing the activity requirements for parents with special needs and homeless families. In 2012 parents with special needs were exempt from meeting work requirements. The policy changed in 2013 to restrict exemptions for temporary disabilities to families already receiving the subsidy. The policy for homeless families was changed in 2013 to no longer require the families to meet activity requirements.

Family and Income Definitions

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 as well as 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 copayments. 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

²⁵ 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.

parents. However, States/Territories make different decisions concerning other household members, such as siblings, step-parents, or grandparents 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 can also reduce the likelihood that the family will be eligible, if that individual has income. For example, in the case of a teenage 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 or if there are additional children of the parents included in the 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 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 footnotes 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 2013 include:

- Most States/Territories count children in the family unit through the age of 17 if they are not attending school.
- There is greater variation in policy for children attending school, with 23 States/Territories maintaining the 17-year-old age limit, and 15 States/Territories counting children through age 18. The oldest age at which a child attending school is counted in the unit is 23 (Massachusetts). Guam includes all children enrolled in high school, regardless of age.
- Seven States (Arkansas, Colorado, Florida, Idaho, New Jersey, Texas, and Vermont) count all children in the unit without regard to age, as long as the child meets their definition of dependent.
- Twenty-six States/Territories do not count income earned by children and siblings, while three States fully count the earnings of children and siblings who are included in the unit. In 10 States, earnings are counted once a child reaches a certain age, ranging from 14 in New York to 21 in Massachusetts. 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 teen parent is included, along with the policy for counting the earnings of teen parents. Key findings from 2013 include:

- 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 34 States/Territories, the income of teen parents is fully counted. Only seven 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.
- Half of the programs always 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, Non-Parent Partners, and Temporarily Absent Parents (Table 9)

Table 9 shows the States'/Territories' policies for defining the family unit and income when step-parents or non-married, non-parent partners are present. For the purposes of the Database, a caretaker's partner is defined as a person who resides in the home, is not married to the child's parent, is not a parent of the child, and has no children in common with the child's parent. Table 9 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 2013 include:

- All but four States/Territories (District of Columbia, New Jersey, North Carolina, and Puerto Rico) 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. Puerto Rico only includes a step-parent if he or she has another child in common with the biological parent of the child in care.
- Of the States/Territories that count step-parents in the family unit, almost all fully count the income of step-parents for eligibility and copayment purposes. Pennsylvania uses an

income disregard for step-parents. Puerto Rico only includes a step-parent's income if he or she has a child in common with the biological parent who is also receiving care.

- Only the District of Columbia, North Carolina, and Puerto Rico treat parents in blended families (families consisting of married parents with no children in common) as separate units.
- Six States (Florida, Kansas, Louisiana, Nevada, Vermont, and Virginia) always include a parent's cohabitating partner (not married and with no children in common) in the family size. An additional five States (Colorado, Montana, New Jersey, Oklahoma, and Oregon) include partners in some situations, such as if the partner is financially contributing to the welfare of the children.
- A majority of the 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 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 caretaker as an adult 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. Policies regarding non-parent caretakers may vary depending on whether the caretaker is a relative or non-relative. Table 10 shows the State/Territory policies for defining the family unit and income when caretakers are responsible for the children.

Key findings regarding the treatment of caretakers who are relatives in 2013 include:

- Forty-five States/Territories allow all relative caretakers to apply for subsidies for the children in their care. The remaining States/Territories limit eligibility to caretakers meeting certain criteria, such as establishing legal guardianship.
- Six States always exclude relative caretakers from family size when determining eligibility.²⁶ An additional six States exclude relative caretakers under some circumstances, such as relative foster parents.
- Of the 50 States/Territories that always or sometimes include relative caretakers in the family unit, four (District of Columbia, Massachusetts, New York, and South Dakota) always exclude the income of relative caretakers when determining eligibility and copayments.

Key findings regarding the treatment of caretakers who are not relatives include:

- Thirty-three States/Territories allow all non-relative caretakers to apply for subsidies for the children in their care, with the remaining States/Territories limiting eligibility to caretakers meeting certain criteria, such as legal guardianship.

²⁶ This creates what is sometimes termed a "child-only" unit for purposes of eligibility determination and computation of the copayment. A child-only unit is treated as a unit of one person (the child), with adult caretakers excluded for purposes of determining family size and income.

- Six States always exclude non-relative caretakers from the family size when determining eligibility, and an additional seven States exclude non-relative caretakers under some circumstances.
- Of the 50 States/Territories that always or sometimes include non-relative caretakers in the family unit, three (District of Columbia, Massachusetts, and New York) always exclude the income of non-relative caretakers when determining eligibility and copayments.

Defining the Family Unit and Income: Treatment of Non-Parent, Non-Caretaker Adults (Table 11)

Family units often include siblings, parents, and caretakers, but some States/Territories may also count additional adults living in the home, such as aunts and uncles, grandparents, and family friends. Policies regarding other adults living in the home may vary depending on whether the adults are relatives or non-relatives. Table 11 shows the State/Territory policies for defining the family unit and income when adults other than the parents or caretakers and their spouses or partners are living in the home. Highlights for 2013 include:

- When determining family size and income for eligibility, all but nine States/Territories never include other adult relatives living in the home. Only one State (Arkansas) always includes other adult relatives living in the home in the family size and counts their income toward family income.
- All but five States/Territories always exclude adult non-relatives living in the home when determining family size and income.

Additional detail about how States/Territories define the family unit can be found in the full detail of the CCDF Policies Database.

Treatment of Various Types of Income and Benefits When Determining Eligibility (Tables 12 and 13)

States/Territories also establish policies for what types of income are counted. Tables 12 and 13 show how States/Territories treat different types of income. Table 12 captures the policies for the following types of income and benefits: TANF income, Supplemental Security Income (SSI), Social Security Disability Income (SSDI), net self-employment income, child support income, and the value of SNAP benefits. Table 13 captures the treatment of general assistance, the value of housing assistance, benefits from the Low Income Home Energy Assistance Program (LIHEAP), foster care income, State Earned Income Tax Credit (EITC) refunds, lump sum income, and non-recurring gifts. Key findings from 2013 include:

- TANF income is fully counted in a little under half of the States/Territories. It is either not counted or only counted under certain circumstances in the remainder.
- SSI is fully counted in a little over half of the States/Territories, while the majority of States/Territories fully count SSDI income.

- All of the States/Territories fully count net income from self-employment.
- Three States/Territories (Arkansas, Connecticut, and Puerto Rico) do not count child support income. The District of Columbia and the Virgin Islands specify that child support income is counted for CCDF-eligible children only, while other States/Territories count child support income for all children in the family.
- Most States/Territories do not count the value of any type of housing assistance, while seven States/Territories count the value of all or 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 State 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. Just under half of the States/Territories do not count lump-sum income, and more than half exclude gift income.

How a State/Territory chooses to define countable income can greatly impact a 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 Table 12 refer to the child support *received* by the family; the treatment of the child support *paid* by the family is covered in Table 14.

Income Disregards When Determining Eligibility (Table 14)

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 14 shows each State's/Territory's policies for earned income disregards and disregards for child support payments. Key findings from the 2013 policies include:

- Three States/Territories (South Dakota, Utah, and Wyoming) disregard a portion of earned income, either a monthly dollar amount (\$100 in Utah and \$200 in Wyoming) or a percentage of income (4 percent in South Dakota).
- 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 12.

Changes in Family and Income Definitions from 2012 to 2013

From 2012 to 2013, four States/Territories changed their policies regarding family definitions. Texas changed its policy for when to count the earnings of children and siblings. In 2012 earnings of children and siblings were fully counted, and in 2013 the earnings of children

ages 14 to 19 and in school were no longer counted. Guam changed its policies for including siblings in the unit. In 2012 siblings in school were included in the assistance unit through age 17, and their earnings were fully counted. In 2013, the policy changed to always include siblings in school in the assistance unit, regardless of age, and to exclude the income of high school students through age 17.

South Carolina changed its policies for teen parents between 2012 and 2013. The State increased the maximum age for teen parents from 17 to 19, thus including teen parents in their adult parents' assistance unit through age 19.

Only Florida made changes to the policies for partners, caretakers, and other adults in the home in 2013. Prior to 2013, Florida did not count the earnings of parents who were temporarily absent from the home, and in 2013 the State began counting their earnings. The State also began counting some non-relative adults in the unit in 2013, counting adults living in the home as part of the assistance unit if they were financially supported by the family and including any income those adults earned. In 2013, the State also began counting parents' partners in the assistance unit.

Four States/Territories made changes to the types of income counted in 2013. New Mexico began counting SSI and SSDI, and Florida began counting some non-recurring gifts. New Jersey changed its policy to begin excluding some lump sum payments. Utah started counting the value of some housing assistance.

Puerto Rico changed its policy for disregarding a portion of the family's income. In 2012, Puerto Rico disregarded 15 percent of income when determining the family's countable income. In 2013, Puerto Rico no longer used an income disregard.

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, certain 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 circumstances, such as for families whose children have special needs or for families transitioning off of TANF.

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 15 and 16)

Every State/Territory establishes income eligibility thresholds to determine eligibility for subsidized child care. Table 15 provides the States’/Territories’ initial eligibility thresholds, for one-person to five-person families.²⁷ A family newly applying for subsidies must have countable monthly income at or below the initial eligibility threshold in order to be eligible for subsidies. Table 16 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 toward increasing employment and income without losing their child care benefits. Key findings from 2013 include:

- Among the 50 States and the District of Columbia, initial eligibility thresholds for a family of three range from \$1,545 per month in Kentucky to \$4,915 per month in North Dakota.²⁸ (The North Dakota limits are approximately equal to three times the Federal Poverty Guidelines for a three-person family in 2013. 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.)
- Across the States and Territories, Puerto Rico has the lowest initial eligibility threshold for a three-person family at \$1,423.
- 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.
- Sixteen States use higher eligibility thresholds for families who are already receiving subsidies, sometimes referred to as thresholds for continuing eligibility.
- Where continuing eligibility thresholds are used, the threshold for a three-person family ranges from 8 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.

Assets Tests (Table 17)

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,

²⁷ 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.

²⁸ The Territories were not included in this count since the range of State thresholds is somewhat skewed by the lower thresholds used in some Territories. These lower thresholds are noted separately.

and so on) and how to set the maximum value. Table 17 shows the State/Territory policies related to assets tests. Highlights from 2013 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 in these types of accounts in order to be eligible for CCDF.
- While Rhode Island's assets test only considers the value of liquid assets, Nebraska counts both liquid assets and some non-liquid assets. If the family owns a car worth more than \$12,000, the portion that exceeds \$12,000 is counted as an asset. The family must have total countable assets of no more than \$6,000 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 2012 to 2013

From 2012 to 2013, financial eligibility policies changed in 37 States/Territories. Thirty-two States/Territories increased their initial eligibility thresholds from 2012 to 2013, while five lowered their initial eligibility thresholds. Of the States/Territories that increased their initial thresholds, the percentage change ranged from less than 1 percent in Nevada to an increase in North Dakota ranging from 89 to 103 percent for the different family sizes. 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. Among the States/Territories that increased their thresholds in 2013, the median increase in initial eligibility thresholds from 2012 to 2013 was three percent, greater than the 1.5 percent increase in the CPI-U from 2012 to 2013. Thus, in most States/Territories that increased the eligibility thresholds, the increases were greater than the rate of inflation.²⁹ Of the States/Territories that decreased their initial thresholds, the percentage change ranged from less than 1 percent in Utah to a 33 percent decrease in Kentucky, with a median reduction of 1 percent.

In 2013 three States changed their policy regarding the use of higher continuing eligibility thresholds, with Connecticut and Kentucky no longer using continuing eligibility thresholds and Wyoming newly implementing higher thresholds for families already receiving care. Of the 15 States/Territories that continued to use continuing eligibility thresholds from 2012 to 2013, 11 changed their thresholds, with 10 States/Territories increasing their thresholds and Utah lowering the thresholds by less than one percent. In the States/Territories that increased

²⁹ From 2012 to 2013, the Consumer Price Index for Urban Consumers increased approximately 1.5 percent (available from the Bureau of Labor Statistics at <http://www.bls.gov/cpi/cpid1403.pdf>). Of the States/Territories that increased their initial thresholds, only three increased the dollar amounts by less than 1.5 percent (Connecticut, Nevada, and Missouri for some family sizes).

their thresholds, the percentage change ranged from one percent in Texas to five percent in Alabama and New Jersey.³⁰

³⁰ 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, 2013

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

Table 1. Maximum Age Allowed for CCDF Eligibility, 2013

State	Maximum Age for Most Children	Child Mentally or Physically Incapacitated	Child in Protective Services
Oklahoma	12	18	12 ¹⁰
Oregon	11	17	NA ²⁰
Pennsylvania	12	18	12
Rhode Island	12	18	12
South Carolina	12	18	12
South Dakota	12	17 ²¹	17 ²²
Tennessee	12	17	12
Texas	12	18 ²³	18 ²⁴
Utah	12	17	17 ⁴
Vermont	12	18	18 ²⁵
Virginia	12	17	17
Washington	12	18	NA ⁷
West Virginia	12 ²⁶	17 ²⁷	12 ⁴
Wisconsin	12	18	NA ⁷
Wyoming	11	17	NA ⁷
American Samoa	12	12	12 ²⁸
Guam	12	18	18 ¹⁰
No Mariana Islands	12	12	12
Puerto Rico	12	18	18
Virgin Islands	12 ⁶	18 ¹	18 ²⁹

Source: CCDF Policies Database October 1, 2013 Data

¹ A child is eligible through the month of the child's 19th birthday.

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

³ Child welfare child care is not funded through the state's CCDF program.

⁴ The age limit is 17 for children under court-ordered supervision.

⁵ 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.

⁶ A child is eligible through the month of the child's 13th birthday.

⁷ Child protective services child care is not provided under the state's primary child care subsidy program.

⁸ 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.

⁹ A child is eligible through the month of the child's 18th birthday.

¹⁰ The age limit is 18 for children under court-ordered supervision.

¹¹ A child who turns 16 may remain in care for the remainder of the school year.

¹² 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.

¹³ Children who turn 13 during a biweekly pay period are eligible through the end of that pay period.

- ¹⁴ 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.
- ¹⁵ Children under court supervision may receive care up to age 17, or 18 if still in high school and expected to graduate before turning 19.
- ¹⁶ If the child is still in school, he or she may receive care through age 18.
- 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.
- ¹⁸ 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 who 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.
- ¹⁹ 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.
- ²⁰ Child protective services child care is not provided under the state's primary child care subsidy program. The age limit is 17 for children under court-ordered supervision.
- ²¹ 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.
- ²² The maximum age is 18 if the child is enrolled in school and expected to graduate, and is under court supervision.
- ²³ Subsidies for children over the age of 12 with disabilities are at the discretion of the local agency.
- ²⁴ Services for a child receiving protective services may continue as long as the child protective services agency authorizes the care.
- ²⁵ Children under court supervision or committed to the custody or guardianship of the commissioner are eligible through age 18.
- ²⁶ 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 six.
- ²⁷ For home-based self-employed applicants, the maximum age for a child who is physically or mentally incapacitated is 12, and for applicants taking web classes, the maximum age for a child who is physically or mentally incapacitated is 6.
- ²⁸ The age limit is 12 for children under court-ordered supervision.
- ²⁹ The age of a child in protective services must be exempt by a court order within the Virgin Islands code. A child is eligible through the month of the child's 19th birthday.

Table 2. Minimum Work Hours Per Week Required for CCDF Eligibility, 2013²

State	Minimum Hours of Work Required for Eligibility ³	Minimum Work Hours for a Two-Parent Household ³
Alabama	15	Each parent must work 15 hours
Alaska	No minimum	No minimum
Arizona	No minimum	No minimum
Arkansas	30	Each parent must work 30 hours
California	No minimum	No minimum
Colorado	No minimum	No minimum
Connecticut	No minimum	No minimum
Delaware	No minimum	No minimum
DC	20	Each parent must work 20 hours
Florida	20 ⁴	Both must work a total of 40 hours ⁴
Georgia	24 ⁵	Each parent must work 24 hours
Hawaii	No minimum	No minimum
Idaho	No minimum	No minimum
Illinois	No minimum	No minimum
Indiana	No minimum	No minimum
Iowa	28	Each parent must work 28 hours
Kansas	28	Each parent must work 28 hours
Kentucky	20	Both must work a total of 40 hours ⁶
Louisiana	30	Each parent must work 30 hours
Maine	No minimum ⁷	No minimum
Maryland	No minimum	No minimum
Massachusetts	20 ⁸	Each parent must work 20 hours ⁸
Michigan	No minimum	No minimum
Minnesota	20	Each parent must work 20 hours
Mississippi	25	Each parent must work 25 hours ⁹
Missouri	20 ¹⁰	Each parent must work 20 hours
Montana	Other ¹¹	Other ¹¹
Nebraska	No minimum	No minimum
Nevada	No minimum	No minimum
New Hampshire	No minimum	No minimum
New Jersey	30 ¹²	Each parent must work 30 hours
New Mexico	No minimum	No minimum
New York	20 ¹³	Each parent must work 20 hours ¹³
North Carolina	No minimum ¹⁴	No minimum ¹⁴
North Dakota	No minimum	No minimum
Ohio	No minimum	No minimum
Oklahoma	No minimum	No minimum
Oregon	No minimum	No minimum
Pennsylvania	20 ¹⁵	Each parent must work 20 hours
Rhode Island	20 ¹⁶	Each parent must work 20 hours

Table 2. Minimum Work Hours Per Week Required for CCDF Eligibility, 2013²

State	Minimum Hours of Work Required for Eligibility ³	Minimum Work Hours for a Two-Parent Household ³
South Carolina	15 ¹⁷	Each parent must work 15 hours ¹⁷
South Dakota	20 ¹⁸	Each parent must work 20 hours
Tennessee	30	Each parent must work 30 hours
Texas	25 ¹⁹	Both must work a total of 50 hours
Utah	15	One parent must work 30 hours and the other must work 15 hours
Vermont	No minimum	No minimum
Virginia	No minimum	No minimum
Washington	No minimum	No minimum
West Virginia	No minimum ²⁰	No minimum
Wisconsin	No minimum	No minimum
Wyoming	No minimum	No minimum
American Samoa	20	Each parent must work 20 hours
Guam	No minimum ¹⁴	No minimum ¹⁴
No Mariana Islands	30	Each parent must work 30 hours
Puerto Rico	15 ²¹	Each parent must work 15 hours
Virgin Islands	30 ¹²	Each parent must work 30 hours

Source: CCDF Policies Database October 1, 2013 Data

¹ Information not found in state's manual.

² 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 for students or different eligibility groups, such as TANF recipients. Work exemptions for parents with special needs are captured in Table 5.

³ The minimum work hour requirement for qualifying for any amount of child care assistance is captured here. This table is not intended to capture the states' definitions of full-time and part-time care.

⁴ Parents or guardians must enter the program with a minimum of 20 hours of combined approved activities, but they may remain eligible at a minimum of 15 hours if their hours are reduced by an employer due to circumstances beyond their control.

⁵ Parents must participate in one or more approved activities for a minimum average of 24 hours per week. Approved activities include employment, job search, education, and training. If a participant's work hours are reduced for economic hardship related reasons only, they must average 20 hours per week as long as they remain with the same employer. New applicants must still meet the 24 hour requirement.

⁶ The minimum requirement for one parent in a two-parent household is five hours per week.

⁷ Applicants who are self-employed must participate in a self-employment activity a minimum average of 20 hours per week.

⁸ Part-time care may be authorized if parents work 20 hours. Full-time care is authorized if parents work at least 30 hours.

⁹ 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.

¹⁰ Individuals must work an average of 20 hours per week. If individuals are employed and also participating in another eligibility activity, they can work fewer than 20 hours, as long as their combined hours of participation in all activities is at least 20 hours per week. If individuals are self-employed, they must be earning at least the equivalent of minimum wage, net after business expenses.

¹¹ The work requirement is monthly. Two-parent households must work 120 hours per month. Single parents must work 60 hours per month.

¹² An applicant is considered to be working full time if work and education or training activities combine to equal 30 hours per week.

¹³ Policy coded for New York City. New York State allows districts to set their own general work requirements.

¹⁴ 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.

¹⁵ Ten hours of training may be substituted for 10 hours of the 20-hour work requirement.

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

¹⁷ Parents must work 15 hours in order to qualify for part-time care. Parents must work at least 30 hours in order to qualify for full-time care.

¹⁸ Applicants must work a minimum of 80 hours per month.

¹⁹ A higher number of hours may be required by the local department.

²⁰ Self-employed individuals must work a minimum of 20 hours per week.

²¹ Parents must be participating in work or another eligible activity for a minimum of 15 hours per week.

Table 3. Approved Activities for CCDF Eligibility, 2013

State	<u>Job Search Activities</u>				High School/GED ²	ESL ²	Training ²	Post-Secondary Education ²
	Employment	Job Search	Job Search Time Limit					
Alabama	Yes	No	NA		Yes	No	Yes ³	Yes ³
Alaska	Yes	Yes, for initial and continuing eligibility	80 hours in a year ⁴		Yes	Yes	Yes	Yes
Arizona	Yes	Yes, only for continuing eligibility	30 days per job loss occurrence ⁵		Yes	Yes	Yes	Yes ⁶
Arkansas	Yes	Yes, for initial and continuing eligibility	60 days in a year ⁷		Yes	No	Yes	Yes
California	Yes	Yes, for initial and continuing eligibility	60 days in a year ⁸		Yes	Yes	Yes	Yes
Colorado	Yes	Yes, for initial and continuing eligibility	30 days in a year ⁹		Yes ¹⁰	Yes ¹⁰	Yes ¹⁰	Yes ¹⁰
Connecticut	Yes	Yes, only for continuing eligibility	Other ¹¹		Yes ¹²	No	No	No
Delaware	Yes	Yes, for initial and continuing eligibility	3 months per job loss occurrence		Yes	No	No	No ¹³
DC	Yes	Yes, for initial and continuing eligibility	No time limit		Yes	Yes	Yes	Yes
Florida	Yes	Yes, only for continuing eligibility ¹⁴	60 days per job loss occurrence		Yes ¹⁵	Yes ¹⁵	Yes ¹⁵	Yes ¹⁵

Table 3. Approved Activities for CCDF Eligibility, 2013

State	<u>Job Search Activities</u>						Post-Secondary Education ²
	Employment	Job Search	Job Search Time Limit	High School/GED ²	ESL ²	Training ²	
Georgia	Yes	Yes, only for continuing eligibility	8 weeks per job loss occurrence ¹⁶	Yes ¹⁷	No	Yes	No ¹⁸
Hawaii	Yes	Yes, for initial and continuing eligibility	30 days in a year ¹⁹	Yes	No	Yes	Yes
Idaho	Yes	No	NA	Yes	Yes	Yes	Yes
Illinois	Yes	Yes, only for continuing eligibility ²⁰	30 days per job loss occurrence ²¹	Yes ²²	Yes ²²	Yes ²²	Yes ²³
Indiana	Yes	Yes, only for continuing eligibility	13 weeks in a year	Yes ²⁴	Yes ²⁴	Yes ²⁴	Yes ²⁴
Iowa	Yes	Yes, for initial and continuing eligibility	30 days in a year ²⁵	Yes	Yes	Yes ²⁶	Yes ²⁷
Kansas	Yes ²⁸	No	NA	Yes	No ²⁹	Yes	Yes
Kentucky	Yes	Yes, for initial and continuing eligibility ³⁰	4 weeks per job loss occurrence	Yes ³¹	No	No ³²	No ³¹
Louisiana	Yes	No	NA	Yes	No	Yes	Yes
Maine	Yes	Yes, only for continuing eligibility	2 months in 6 months ³³	Yes	No	Yes	Yes
Maryland	Yes	Yes, for initial and continuing eligibility	2 weeks per job loss occurrence ³⁴	Yes	No	Yes	Yes ³⁵
Massachusetts	Yes ³⁶	Yes, for initial and continuing eligibility	12 weeks in a year ³⁷	Yes	Yes	Yes	Yes ³⁸

Table 3. Approved Activities for CCDF Eligibility, 2013

State	<u>Job Search Activities</u>						Post-Secondary Education ²
	Employment	Job Search	Job Search Time Limit	High School/GED ²	ESL ²	Training ²	
Michigan	Yes	No ³⁹	NA ⁴⁰	Yes ⁴¹	Yes	Yes	Yes
Minnesota	Yes	Yes, for initial and continuing eligibility	240 hours in a year ⁴²	Yes	Yes	Yes	Yes ⁴³
Mississippi	Yes	Yes, for initial and continuing eligibility	60 days per job loss occurrence ⁴⁴	Yes	No	Yes	Yes
Missouri	Yes	Yes, only for continuing eligibility ⁴⁵	30 days per job loss occurrence ⁴⁶	Yes ⁴⁷	Yes	Yes	Yes ⁴⁸
Montana	Yes	Yes, only for continuing eligibility ⁴⁹	30 days per job loss occurrence ⁵⁰	Yes	No	Yes	Yes ⁵¹
Nebraska	Yes	Yes, for initial and continuing eligibility	2 months per job loss occurrence ⁵²	Yes	Yes	Yes	Yes ⁵³
Nevada	Yes ⁵⁴	Yes, for initial and continuing eligibility ⁵⁵	2 weeks in a year ⁵⁶	Yes ⁵⁷	No	No	No
New Hampshire	Yes	Yes, for initial and continuing eligibility	40 days in 6 months ⁵⁸	Yes	Yes	Yes ⁵⁹	Yes ⁶⁰
New Jersey	Yes	No	NA	Yes	Yes	Yes	Yes
New Mexico	Yes	Yes, for initial and continuing eligibility	30 days per job loss occurrence ⁶¹	Yes ⁶²	Yes	Yes	Yes
New York	Yes	No ⁶³	NA	Yes	Yes	Yes ⁶⁴	Yes ⁶⁵
North Carolina	Yes	Yes, for initial and continuing eligibility	60 days per job loss occurrence ⁶⁶	Yes	No	Yes	Yes ⁶⁷

Table 3. Approved Activities for CCDF Eligibility, 2013

State	<u>Job Search Activities</u>						Post-Secondary Education ²
	Employment	Job Search	Job Search Time Limit	High School/GED ²	ESL ²	Training ²	
North Dakota	Yes	Yes, for initial and continuing eligibility	8 weeks in a year ⁶⁸	Yes	Yes	Yes ⁶⁹	Yes ⁷⁰
Ohio	Yes	No ⁷¹	NA	Yes ⁷²	Yes ⁷²	Yes	Yes ⁷³
Oklahoma	Yes	Yes, only for continuing eligibility ⁷⁴	30 days per job loss occurrence ⁷⁴	Yes ⁷⁵	Yes ⁷⁵	Yes ⁷⁶	Yes ⁷⁷
Oregon	Yes ⁷⁸	Yes, only for continuing eligibility	Other ⁷⁹	No	No	No	No ⁸⁰
Pennsylvania	Yes	Yes, only for continuing eligibility	30 days per job loss occurrence ⁸¹	Yes	Yes	Yes	Yes
Rhode Island	Yes ⁸²	Yes, only for continuing eligibility	21 days in 6 months ⁸³	Yes ⁸⁴	--- ¹	Yes ⁸⁴	--- ¹
South Carolina	Yes ⁸⁵	No ⁸⁶	NA	Yes	No ⁸⁷	Yes	Yes
South Dakota	Yes	Yes, only for continuing eligibility	30 days in 6 months ⁸⁸	Yes	No	Yes	Yes
Tennessee	Yes	No	NA	Yes	No	Yes	Yes
Texas	Yes	Yes, only for continuing eligibility	4 weeks in a year ⁸⁹	Yes	Yes	Yes	Yes
Utah	Yes ⁹⁰	No ⁹¹	NA	No ⁹²	No ⁹²	No ⁹²	No ⁹²
Vermont	Yes	Yes, for initial and continuing eligibility ⁹³	4 weeks in a year ⁹⁴	Yes	Yes	Yes ⁹⁵	Yes ⁹⁵
Virginia	Yes ⁹⁶	No ⁹⁷	NA	Yes	Yes	Yes	Yes

Table 3. Approved Activities for CCDF Eligibility, 2013

State	<u>Job Search Activities</u>						Post-Secondary Education ²
	Employment	Job Search	Job Search Time Limit	High School/GED ²	ESL ²	Training ²	
Washington	Yes	Yes, only for continuing eligibility ¹⁴	28 days per job loss occurrence ⁹⁸	Yes ⁹⁹	Yes ⁹⁹	Yes ⁹⁹	Yes ⁹⁹
West Virginia	Yes	Yes, only for continuing eligibility	30 days in 6 months ¹⁰⁰	Yes	Yes	Yes	Yes
Wisconsin	Yes	No ¹⁰¹	NA	Yes ¹⁰²	Yes ¹⁰³	Yes ¹⁰⁴	Yes ¹⁰⁵
Wyoming	Yes	No	NA	Yes	No	Yes	Yes ¹⁰⁶
American Samoa	Yes	Yes, for initial and continuing eligibility	6 months per job loss occurrence ¹⁰⁷	Yes ¹⁰⁸	--- ¹	Yes	Yes ¹⁰⁸
Guam	Yes	No	NA	Yes	No	Yes	Yes
No Mariana Islands	Yes	Yes, for initial and continuing eligibility	30 days	Yes	No	Yes	Yes
Puerto Rico	Yes	No	NA	Yes ¹⁰⁹	No	Yes ¹¹⁰	Yes ¹¹¹
Virgin Islands	Yes	No	NA	Yes	No	Yes	Yes

Source: CCDF Policies Database October 1, 2013 Data

¹ Information not found in state's manual.

² 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.

³ 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.

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

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

- ⁶ 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.
- ⁷ Forty-five days of job search activities can initially be approved, and a hand-written statement listing job contacts or documentation of job search can be submitted in order to receive an additional 15 calendar days of care. Only 60 calendar days of care for job search may be received in a calendar year, with a 60-month lifetime limit.
- ⁸ Job search activities are limited to 60 days per fiscal year, no more than five days per week, and less than 30 hours per week.
- ⁹ Job search activities are limited to 30 days of child care within a 12-month period.
- ¹⁰ 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.
- ¹¹ Job search activities are approved through the end of the month following the month in which employment ended.
- ¹² High school activities are approved for all parents under age 20.
- ¹³ 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.
- ¹⁴ TANF clients are eligible for job search for initial and continuing eligibility.
- ¹⁵ Parents eligible based on education or training activities must participate in at least 20 hours of combined approved activities per week. For TANF participants, post-secondary education is limited to degrees related to their field of work.
- ¹⁶ 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.
- ¹⁷ Adults over the age of 18 can count hours in GED activities for up to 12 months.
- ¹⁸ Enrollment in a degree program is not an approved activity. Participation in vocational programs at colleges and universities is an approved activity.
- ¹⁹ Thirty consecutive days in a 12-month period may be approved for job search activities.
- ²⁰ TANF clients participating in an approved agency program are initially and continually eligible if job search activities are listed in their plan.
- ²¹ Families are limited to three 30-day grace periods in any 12-month period.
- ²² 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 the 25th month of participation, the client must work 20 hours or more per week. The work requirement does not apply to a teen parent.
- ²³ 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.
- ²⁴ 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.
- ²⁵ Thirty consecutive days in a 12-month period may be approved for job search activities.

- ²⁶ Training is not approved if the occupation has low job prospects, or if the program does not require regular attendance.
- ²⁷ Education beyond a bachelor's degree is not an approved activity for CCDF eligibility.
- ²⁸ Non-self-employed adults must earn at least the federal minimum wage per hour, including tips, to qualify for child care. If a self-employed person is not earning the equivalent of the federal minimum wage after six months, child care services will be terminated.
- ²⁹ ESL is only authorized under the TANF work program.
- ³⁰ The parent must have lost employment within four weeks of application to initially qualify for job search activities.
- ³¹ 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.
- ³² Training is only an approved activity if it is part of the state work program requirement.
- ³³ 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.
- ³⁴ The two-week time limit is per job loss occurrence. If the individual has difficulty finding employment, multiple job search periods may be approved.
- ³⁵ The education activity must be related to a specific occupation, job, or job offer.
- ³⁶ The parent must earn at least the state minimum wage.
- ³⁷ 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. Parents who qualify for child care because of participation in education or training activities cannot qualify for care during job search hours while on semester breaks longer than six weeks. Parents with predictable breaks in their work schedules, such as teachers or bus drivers, or parents employed in seasonal work cannot qualify for job search hours during these breaks in employment. Parents who are completing approved maternity leaves do not qualify for job search hours, unless they were involuntarily separated from their employment during their leave.
- ³⁸ Education activities must take place at an accredited college or university, leading to an associate's or bachelor's degree.
- ³⁹ Job search activities are approved only when part of a TANF participant's employment plan.
- ⁴⁰ For TANF participants who participate in a one-stop service center or similar work program, up to 40 hours per week of job search activities are allowed. For other TANF participants with employment plans including job search activities, up to 10 hours per week are allowed.
- ⁴¹ High school enrollment is a required activity for minor parents without high school diplomas.
- ⁴² A maximum of 240 hours per calendar year is allowed for job search. TANF families are exempted from this maximum if job search activities are a part of their employment plan.
- ⁴³ Post-secondary education is not approved for a second bachelor's degree or education beyond a bachelor's degree except for continuing education units, certification, coursework required to obtain or retain employment, or if it is part of a cash-welfare approved employment plan.
- ⁴⁴ Job search is an eligible activity for 60 days from the last day of employment, provided the parent notified the agency of the loss of employment within 10 days.

- ⁴⁵ For TANF clients, job search is an eligible activity for initial and continuing eligibility.
- ⁴⁶ 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.
- ⁴⁷ The student must maintain a 2.0 GPA on a 4.0 grade scale or be making satisfactory progress as defined by the institution. In extenuating circumstances, the student's GPA may be temporarily below 2.0.
- ⁴⁸ The student must maintain a 2.0 GPA on a 4.0 grade scale or its equivalent in another grading system. In extenuating circumstances, the student's GPA may be temporarily below 2.0.
- ⁴⁹ 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.
- ⁵⁰ One grace period may be granted per job loss. There is no explicit limit on the number of times a parent may use the grace period, but an eligibility specialist can deny the request based on apparent misuse.
- ⁵¹ 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.
- ⁵² 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.
- ⁵³ Post-secondary education is not approved for a client to earn a second bachelor's degree.
- ⁵⁴ Self-employment in the applicant's home is an approved activity if the business meets at least two of the three following criteria: has a valid business license, is zoned to legally operate a business, or has employees and is paying individuals to work for the business.
- ⁵⁵ Families are not eligible for job search if the eligible child is school-age (between 6 and 12 years old) or has special needs (over 13 years old). If the child is not in school due to school breaks or holidays, child care is approved during job search activities.
- ⁵⁶ Job search activities are limited to two weeks in a calendar year.
- ⁵⁷ High school and GED activities are limited to minor parents. Minor parents who turn 18 and have not graduated or obtained their GED remain eligible for educational activities as long as they obtain their diploma or GED before turning 19.
- ⁵⁸ 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.
- ⁵⁹ Training is approved if it prepares the individual for employment.
- ⁶⁰ 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.
- ⁶¹ Subsidy recipients are allowed two job search periods per year.

⁶² Child care benefits for clients who are preparing for the GED are limited to one year.

⁶³ Policy coded for New York City. 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.

⁶⁴ Enrollment in more than two consecutive vocational training programs, when care is needed, is not allowed.

⁶⁵ 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.

⁶⁶ Job search activities are initially approved for 30 days per job loss occurrence. 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.

⁶⁷ Post-secondary education is limited to 20 months and cannot be approved for graduate or post-graduate studies. If the 20-month limit occurs during a semester that the parent is enrolled, eligibility may be extended to the end of the semester.

⁶⁸ Job search activities are allowed for 20 hours per week for eight weeks per calendar year. The limit does not apply to TANF recipients if they have different guidelines listed in their individual employment plans.

⁶⁹ Allowable training activities include but are not limited to basic remedial education, training designed to achieve basic literacy, training needed to secure or retain a job, vocational training, and ESL classes.

⁷⁰ An applicant may participate in postsecondary education that leads to a certificate, associate's degree, or bachelor's degree, provided the individual has not already received a bachelor's degree. Post-graduate education activities are not eligible activities.

⁷¹ Job search activities are approved only when they are part of the person's TANF self-sufficiency contract.

⁷² The education program must require classroom attendance with an instructor present.

⁷³ 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.

⁷⁴ 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.

⁷⁵ Care is not approved for both parents to attend GED or ESL classes at the same time.

⁷⁶ 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.

- ⁷⁷ 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.
- ⁷⁸ Self-employed applicants are not eligible for the child care subsidy.
- ⁷⁹ Job search activities may be allowed through the end of the month following the month in which employment ended. Job search activities must be approved by agency staff.
- ⁸⁰ 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. There is a state-wide student child care subsidy program, but funding is very limited, and there is usually a long wait list.
- ⁸¹ Job search activities are approved for 30 days from the date employment ended. If on the 31st day the parent is still unemployed, child care payments can be suspended for an additional 30 days without loss of eligibility. TANF families are allowed 30 days between breaks in activities during which time they continue receiving subsidized child care.
- ⁸² Each client must earn, per hour, an average of the greater of either the state or federal minimum wage.
- ⁸³ Income-eligible parents receiving a child care subsidy may be granted a grace period not to exceed 21 days when experiencing temporary unemployment or a transition between jobs.
- ⁸⁴ 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.
- ⁸⁵ 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. Self-employed participants must be making at least minimum wage by the end of the first year of child care services in order to continue receiving care.
- ⁸⁶ Job search activities are approved only for TANF recipients.
- ⁸⁷ ESL may be authorized for TANF recipients in order to comply with a family plan.
- ⁸⁸ 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.
- ⁸⁹ Job search is an eligible activity for up to four weeks per fiscal year.
- ⁹⁰ Individuals must earn at least minimum wage.
- ⁹¹ Job search activities are approved only for homeless families.
- ⁹² Care is authorized for education or training activities only if clients meet the minimum work requirement.
- ⁹³ 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.

⁹⁴ Job search extensions may be authorized.

⁹⁵ 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.

⁹⁶ 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.

⁹⁷ Job search activities are only approved if they are part of a TANF or SNAP work program.

⁹⁸ Job search periods 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.

⁹⁹ Non-TANF clients over the age of 21 must work 20 hours in conjunction with education and training to be eligible for care. Vocational education at a technical or community college is approved if it leads to a degree or certificate. Additional post-secondary education is not approved.

¹⁰⁰ 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.

¹⁰¹ Job search activities are allowed if the applicant is participating in a TANF work program or the SNAP Employment and Training Program.

¹⁰² 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.

¹⁰³ ESL activities are limited to 24 months.

¹⁰⁴ Pre-job training is limited to two weeks. Apprenticeships are considered allowable employment.

¹⁰⁵ 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.

¹⁰⁶ 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 maintain at least a 2.0 cumulative grade point average each term or semester.

¹⁰⁷ 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. For those who are initially found eligible for child care based on employment but lose their job, continuing eligibility for job search is approved until the end of the authorization period.

¹⁰⁸ Participants must be taking at least two classes each semester.

¹⁰⁹ Any program from an institution that is accredited by the department of education resulting in a diploma or certificate is approved.

¹¹⁰ A minimum of 15 hours of weekly training is required.

¹¹¹ 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 (continued), 2013

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

Table 4. Approved Activities for CCDF Eligibility (continued), 2013

State	SNAP E&T	Housing Search (Homeless)	<u>Approved Activities for TANF Families</u>	
			TANF Work Program ²	Other TANF Activities
South Carolina	No	No	Yes ²⁹	Yes ²⁹
South Dakota	No	No	Yes ³⁰	No
Tennessee	No	No	Yes	Yes
Texas	Yes	No	Yes	No
Utah	No	Yes ³¹	Yes	Yes
Vermont	No	Yes	Yes	No
Virginia	Yes	No	Yes	Yes
Washington	Yes	Yes	Yes	Yes ³²
West Virginia	No	No	Yes	No
Wisconsin	Yes	No	Yes	No
Wyoming	Yes	No	Yes	No
American Samoa	NA ³³	No	NA ³⁴	NA ³⁴
Guam	NA ³⁵	No	NA ³⁶	No
No Mariana Islands	NA ³⁷	No	NA ³⁴	NA ³⁴
Puerto Rico	NA ³⁷	No	Yes	Yes
Virgin Islands	No	No	Yes ³⁸	Yes ³⁸

Source: CCDF Policies Database October 1, 2013 Data

¹ Information not found in state's manual.

² TANF work program activities are broadly defined as employment or training activities that are part of the State's/Territory's TANF program.

³ Child care for SNAP E&T participants is not provided under the state's primary child care subsidy program.

⁴ Eligibility is determined according to the TANF work program guidelines.

⁵ Approved activities include education, training, job search, substance abuse and mental health treatment, or any activity included in the participant's employment plan.

⁶ TANF participants must be employed, attending school, or participating in the TANF work program.

⁷ TANF participation requirements, as outlined in the family service plan, are approved activities.

⁸ Families with income below 100 percent of the Federal Poverty Guidelines who are employed and homeless are given priority.

⁹ Applicants may participate in a TANF work program or a treatment program.

¹⁰ 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.

¹¹ 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.

¹² 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.

¹³ If the family is referred by the state's housing authority program, the family may be approved for care for housing search and other shelter activities.

- ¹⁴ Families receiving TANF may receive child care if care is authorized by the department that administers the state's TANF program.
- ¹⁵ Department assigned employment preparation activities are approved.
- ¹⁶ Participation in a TANF work program is a required activity for minor parents age 16 or 17 who have graduated from high school.
- ¹⁷ 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.
- ¹⁸ The applicant must be participating in work or education activities.
- ¹⁹ Parents receiving TANF case assistance must be participating in family investment agreement/employability plan activities that require child care.
- ²⁰ Care may be approved for up to 40 days in a six-month period if funding permits.
- ²¹ Participants who are seeking both employment and housing can qualify for subsidized care.
- ²² 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.
- ²³ Policy coded for New York City.
- ²⁴ Policy coded for New York City. Counties have the option to pay for child care for housing search activities if the county selected this option in its child and family services plan.
- ²⁵ Approved activities include participation in employment, education, training, or any approved TANF work program.
- ²⁶ Child care is approved if it is necessary for the parent to comply with the requirements of a self-sufficiency contract.
- ²⁷ Participants in the TANF training or work support training program are eligible for child care subsidies.
- ²⁸ TANF applicants may participate in employment or education as approved in their employment plan.
- ²⁹ 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. Care may be authorized for up to 26 weeks at a time and up to 52 weeks per application.
- ³⁰ TANF families participating in activities approved by the TANF employment specialist are eligible for reimbursement of child care costs for those activities.
- ³¹ 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.
- ³² The following additional TANF activities are automatically approved for subsidized child care: community service, disability-related vocational rehabilitation, alcohol or substance abuse treatment, resolution of homelessness, parenting or family planning classes, pursuit of disability or veteran's benefits, family violence intervention, mental health services, learning disability services, temporary physical incapacity, and medical treatment.
- ³³ The nutrition assistance program does not have an employment and training program.
- ³⁴ This territory or outlying area does not have a TANF program.
- ³⁵ Child care for SNAP E&T participants is not provided under this territory or outlying area's primary child care subsidy program.
- ³⁶ Child care for TANF work program participants is not provided under this territory or outlying area's primary child care subsidy program.
- ³⁷ The nutrition assistance program does not have an employment and training program.
- ³⁸ 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, 2013 ²

State	Elderly Exemption ³	Exemption for Parents with Special Needs ⁴
Alabama	No elderly exemption	Varies ⁵
Alaska	No elderly exemption	Varies ⁵
Arizona	No elderly exemption	No
Arkansas	No elderly exemption ⁶	Yes
California	No elderly exemption	Yes ⁷
Colorado	No elderly exemption	Varies ⁸
Connecticut	No elderly exemption	Varies ⁵
Delaware	No elderly exemption	Yes ⁹
DC	No elderly exemption	No
Florida	No elderly exemption ¹⁰	Varies ¹¹
Georgia	60 ¹²	Varies ¹³
Hawaii	No elderly exemption	Varies ¹⁴
Idaho	No elderly exemption	Varies ¹⁵
Illinois	No elderly exemption	Varies ¹⁶
Indiana	No elderly exemption	Varies ¹⁷
Iowa	No elderly exemption	Varies ¹⁸
Kansas	No elderly exemption	Varies ¹⁹
Kentucky	No elderly exemption	Yes
Louisiana	No elderly exemption	No
Maine	No elderly exemption	No
Maryland	No elderly exemption	Varies ⁵
Massachusetts	65 ²⁰	Yes ²¹
Michigan	No elderly exemption	Yes
Minnesota	No elderly exemption	Varies ⁵
Mississippi	65 ²²	Varies ²³
Missouri	No elderly exemption	Yes
Montana	No elderly exemption	Varies ²⁴
Nebraska	No elderly exemption	Yes ²⁵
Nevada	No elderly exemption	Varies ²⁶
New Hampshire	No elderly exemption	Varies ²⁷
New Jersey	60 ²⁸	Varies ⁵
New Mexico	No elderly exemption	Varies ⁵
New York	No elderly exemption	No ²⁹
North Carolina	No elderly exemption	Varies ⁵
North Dakota	No elderly exemption	Varies ³⁰
Ohio	No elderly exemption	Varies ⁵
Oklahoma	No elderly exemption	No
Oregon	No elderly exemption	Varies ³¹
Pennsylvania	No elderly exemption	Varies ³²
Rhode Island	No elderly exemption	Yes ³³
South Carolina	No elderly exemption	Yes

Table 5. Exemptions from Parent/Caretaker Activity Requirements, 2013 ²

State	Elderly Exemption ³	Exemption for Parents with Special Needs ⁴
South Dakota	No elderly exemption	Varies ³⁴
Tennessee	No elderly exemption	Yes
Texas	No elderly exemption	Varies ³⁵
Utah	No elderly exemption	Varies ⁵
Vermont	No elderly exemption	Varies ³⁶
Virginia	No elderly exemption	Varies ³⁷
Washington	No elderly exemption	Varies ⁵
West Virginia	No elderly exemption	No
Wisconsin	No elderly exemption	Varies ¹⁵
Wyoming	No elderly exemption	Varies ¹⁵
American Samoa	No elderly exemption	--- ¹
Guam	No elderly exemption	Yes
No Mariana Islands	No elderly exemption	Varies ⁵
Puerto Rico	No elderly exemption	Yes
Virgin Islands	No elderly exemption	No

Source: CCDF Policies Database October 1, 2013 Data

¹ Information not found in state's manual.

² 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.

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

⁴ 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.

⁵ Parents with special needs 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.

⁶ Grandparents may receive a one-time waiver for six months of child care assistance at no fee. After the first six months, the grandparents must meet the regular eligibility requirements.

⁷ 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.

⁸ 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.

⁹ 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.

¹⁰ Individuals may claim permanent disability due to age if they can provide documentation from their physician indicating that they need assistance in caring for the child.

- ¹¹ Only individuals with documented permanent disabilities are eligible for the subsidy at initial application. Individuals who are temporarily disabled remain eligible if already receiving the subsidy for up to 60 days after ending their approved activity.
- ¹² Grandparents raising grandchildren under age five 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.
- ¹³ 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.
- ¹⁴ 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.
- ¹⁵ 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.
- ¹⁶ 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. Relative caretakers receiving child-only TANF or general assistance for a child in their care do not have to verify the special needs of another adult in the household when applying for subsidy.
- ¹⁷ 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 parent with a disability 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.
- ¹⁸ 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.
- ¹⁹ 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.
- ²⁰ Individuals age 65 and over and retired do not have to meet work requirements.
- ²¹ A parent with a documented physical or mental disability may be eligible for full or part-time care, but care cannot be authorized for more than 2 years, unless approved by the agency.
- ²² 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.
- ²³ 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.
- ²⁴ 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.
- ²⁵ Child care is approved when the parent has a medically verified disability.

²⁶ Exemption requests are considered on a case-by-case basis when submitted with supporting documentation, such as medical documentation.

²⁷ 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.

²⁸ Individuals in the kinship child care program are exempt from the work requirement if they are age 60 or older.

²⁹ Policy coded for New York City. Districts may elect to pay for child care services for parents who are mentally or physically incapacitated.

³⁰ In a two-parent household, care is approved when one parent is in an allowable activity and the other caretaker is disabled and unable to care for the child. Verification must be obtained from a physician showing that the disabled parent cannot care for the child, and the individual must be deemed disabled by the Social Security Administration.

³¹ Applicants are exempt from meeting approved activity requirements if they are in a two-parent household where one adult is working and the unemployed adult is physically or mentally unable to provide adequate care. The parent's mental or physical incapacity must be verified.

³² 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 that is disabled and unable to work may be exempt if the other parent continues to meet the activity requirement.

³³ 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.

³⁴ 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.

³⁵ A reduction in activity requirements is allowed for two-parent families if one parent is participating in an approved activity and the other parent's documented medical disability prevents him or her from participating for the required number of hours per week.

³⁶ 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.

³⁷ 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, 2013 ²

State	Transitional Child Care	Homeless	Child Protective Services	Foster Children
Alabama	TCC-specific requirements not specified in child care manual	Same as other families	Other ³	Other ⁴
Alaska	Same as other families	Same as other families	Other ⁵	Same as other families
Arizona	Other ⁶	Other ⁷	Other ⁸	Other ⁹
Arkansas	Same as other families	Same as other families	Other ¹⁰	Other ¹⁰
California	Other ¹¹	Other ¹²	No activity requirement ¹³	Same as other families ¹⁴
Colorado	Same as other families ¹⁵	Same as other families	Not eligible ¹⁶	Not eligible ¹⁶
Connecticut	Same as other families ¹⁷	Same as other families	Same as other families	Same as other families
Delaware	Same as other families	No activity requirement	No activity requirement ¹⁸	Same as other families
DC	Same as other families	Same as other families	No activity requirement ¹⁹	Same as other families ²⁰
Florida	Same as other families	No activity requirement ²¹	Other ²²	Other ²²
Georgia	Other ²³	Same as other families	Varies depending on if child left in home ²⁴	Same as other families
Hawaii	Same as other families	Same as other families	Other ²⁵	Same as other families ²⁶
Idaho	Same as other families	Same as other families	Other ²⁷	Same as other families
Illinois	Same as other families	Same as other families	Not eligible ²⁸	Not eligible ²⁸
Indiana	Same as other families	Same as other families	Varies depending on if child left in home ²⁹	Same as other families ³⁰
Iowa	Same as other families	Same as other families	Other ³¹	Same as other families ³²
Kansas	Other ³³	Same as other families	Other ³⁴	Other ³⁵
Kentucky	TCC-specific requirements not specified in child care manual	Same as other families	Other ³⁶	Not eligible
Louisiana	NA ³⁷	Same as other families	Other ³⁸	Other ³⁹

Table 6. If Families Receiving Different Types of Benefits/Services have Different Parent Activity Requirements, 2013 ²

State	Transitional Child Care	Homeless	Child Protective Services	Foster Children
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 ⁴⁰	Other ⁴¹	Same as other families ⁴²
Michigan	Same as other families ⁴³	Same as other families	Other ⁴⁴	Other ⁴⁵
Minnesota	Other ⁴⁶	Same as other families	Not eligible	Not eligible
Mississippi	TCC-specific requirements not specified in child care manual ⁴⁷	Same as other families	No activity requirement ⁴⁸	No activity requirement ⁴⁸
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 ⁴⁹	Other ⁵⁰
Nebraska	Other ⁵¹	Same as other families	Same as other families ⁵²	Same as other families ⁵³
Nevada	Same as other families	Same as other families	Other ⁵⁴	Other ⁵⁵
New Hampshire	Same as other families	Other ⁵⁶	Varies depending on if child left in home ⁵⁷	Same as other families
New Jersey	TCC-specific requirements not specified in child care manual ⁵⁸	Same as other families	No activity requirement	No activity requirement ⁵⁹
New Mexico	TCC-specific requirements not specified in child care manual	Same as other families	Other ⁶⁰	Other ⁶⁰
New York	TCC-specific requirements not specified in child care manual ⁶¹	Other ⁶²	No activity requirement ⁶³	Other ⁶⁴
North Carolina	Same as other families	Same as other families	Varies depending on if child left in home ⁶⁵	No activity requirement ⁶⁶
North Dakota	TCC-specific requirements not specified in child care manual	Same as other families	Not eligible	Not eligible

Table 6. If Families Receiving Different Types of Benefits/Services have Different Parent Activity Requirements, 2013 ²

State	Transitional Child Care	Homeless	Child Protective Services	Foster Children
Ohio	Other ⁶⁷	No activity requirement	Varies depending on if child left in home ⁶⁸	Same as other families
Oklahoma	Same as other families	Same as other families	Other ⁶⁹	Same as other families ⁷⁰
Oregon	Same as other families	Same as other families	Not eligible	Same as other families
Pennsylvania	Other ⁷¹	Same as other families	Same as other families	Same as other families ⁷²
Rhode Island	Same as other families	Same as other families	--- ¹	Other ⁷³
South Carolina	Same as other families ⁷⁴	Same as other families	Other ⁷⁵	Same as other families ⁷⁶
South Dakota	Other ⁷⁷	Same as other families	Other ⁷⁸	Other ⁷⁸
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 ⁷⁹	Other ⁷⁹
Utah	Same as other families	Other ⁸⁰	Same as other families	Not eligible ⁸¹
Vermont	Same as other families	Other ⁸²	Other ⁸³	Other ⁸⁴
Virginia	Same as other families	Same as other families	Other ⁸⁵	Not eligible ⁸⁶
Washington	NA ³⁷	Same as other families	Not eligible	Not eligible
West Virginia	Same as other families	Same as other families	Other ⁶⁰	Same as other families ⁸⁷
Wisconsin	Same as other families ⁸⁸	Same as other families	Not eligible	Other ⁸⁹
Wyoming	Same as other families	Same as other families	Not eligible	Same as other families
American Samoa	NA ³⁷	Other ⁹⁰	No activity requirement ⁹¹	No activity requirement ⁹²
Guam	Same as other families	Same as other families	Other ⁹³	Other ⁹⁴
No Mariana Islands	NA ³⁷	Same as other families	Same as other families	Same as other families
Puerto Rico	Same as other families	No activity requirement ⁹⁵	No activity requirement	No activity requirement
Virgin Islands	Same as other families	Same as other families	Other ⁹⁶	No activity requirement ⁹⁷

Source: CCDF Policies Database October 1, 2013 Data

- ¹ Information not found in state's manual.
- ² 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.
- ³ Any child for whom the department submits a written referral requesting services for a reason of protective services is eligible for care.
- ⁴ 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.
- ⁵ Eligibility is determined by the Office of Children's Services.
- ⁶ Families receiving transitional child care must be employed.
- ⁷ A client living in a homeless or domestic violence shelter 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.
- ⁸ 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.
- ⁹ 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.
- ¹⁰ Child protective services and foster children are categorically eligible when services are being provided to prevent abuse or neglect or to strengthen family functioning and overall well-being of the children. Protective services and foster care families have a separate eligibility process.
- ¹¹ 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.
- ¹² Activities are approved if they are related to seeking permanent housing and, if the family is residing in a shelter, appointments or activities that are necessary to comply with shelter participation requirements.
- ¹³ If eligibility and need are based on protective services, families do not have to meet income requirements. The family must have a written referral from a protective services agency stating that child care services are necessary.
- ¹⁴ For income eligibility and family fee purposes, only the foster child and related siblings are included in the family size, and only their income is counted.
- ¹⁵ Families transitioning from TANF to low-income child care do not have to complete an application until redetermination.
- ¹⁶ Child welfare child care is not funded through the state's CCDF program.
- ¹⁷ Parents must apply within six months after the date cash assistance benefits were discontinued.
- ¹⁸ Families referred by and active with the Division of Family Services do not have to meet income requirements.
- ¹⁹ 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.
- ²⁰ 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.
- ²¹ Families with a documented referral from a certified homeless shelter or domestic violence shelter do not have to meet activity or income requirements.

²² Eligibility is not dependent on family income or work requirements but rather on a documented referral from the child protective services department.

²³ Transitional child care recipients must participate in one or more state-approved activities for a minimum of 24 hours per week for each responsible adult, unless the parents were determined ineligible for TANF based on not meeting the 24-hour activity requirement. In this case, parents must maintain the number of hours that resulted in their ineligibility for TANF.

²⁴ 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.

²⁵ 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.

²⁶ Foster care families do not have to meet the same income requirements as other families.

²⁷ A child is eligible for child care benefits if the child protection case plan requires constant supervision.

²⁸ The Department of Children and Family Services pays for child care provided for child protective services and foster care.

²⁹ 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.

³⁰ 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.

³¹ 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.

³² Only relative foster families receive child care through the CCDF program. Children who are placed in licensed foster family homes do not receive child care through CCDF.

³³ TANF recipients who gain employment and therefore lose their cash assistance are given a two-month grace period during which they remain eligible for child care subsidies but do not have to meet the 28-hour per week minimum work requirement.

³⁴ 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.

³⁵ 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.

³⁶ 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.

³⁷ This state, territory, or outlying area does not have transitional child care.

³⁸ 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.

- ³⁹ 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.
- ⁴⁰ If the family is referred by the state's housing authority program, the family may participate in approved homeless activities, including, but not limited to staying in an emergency shelter, domestic violence shelter, or family substance abuse treatment shelter; living temporarily in a hotel or motel; or participating in homeless stabilization or diversion programs.
- ⁴¹ 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.
- ⁴² The family is required to meet the activity requirement but is exempt from the income requirement.
- ⁴³ Families are exempt from income determination.
- ⁴⁴ Families are automatically eligible if child care is required by an active protective services plan. Families are exempt from income determination.
- ⁴⁵ 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.
- ⁴⁶ 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.
- ⁴⁷ Families in transitional child care do not need to meet the work hours requirement.
- ⁴⁸ Eligibility is determined by the foster care or child protective services case manager.
- ⁴⁹ 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.
- ⁵⁰ The department may pay for child care during the time foster parents spend at work, in training, in counseling, or participating in similar activities that are directly connected to their ability to care for foster children in their home.
- ⁵¹ 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 six months preceding ineligibility, the family provides financial information to determine eligibility and copayments, 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.
- ⁵² Families who require emergency child protective services or require child protective family services may be eligible without regard to income. Families receiving protective services must still meet the need for service requirement.
- ⁵³ Foster care families do not have to meet the same income requirements as other families.
- ⁵⁴ 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.
- ⁵⁵ Approved activities for foster parents must be verified by a caseworker.
- ⁵⁶ Applicants can qualify for child care assistance if they are participating in a combination of job and housing search activities.

- ⁵⁷ If the children remain in the parents' 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.
- ⁵⁸ 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.
- ⁵⁹ Foster children in out-of-home settings are considered to be under child protective services and therefore automatically eligible.
- ⁶⁰ Eligibility is determined by the child protective services worker.
- ⁶¹ 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, meet child support requirements, and meet certain criteria for closing the TANF case. The TANF case must have been closed due to increased employment income, voluntary closure, or meeting the five-year time limit for assistance, and the family must not be applying for, eligible for, or in the process of applying for additional safety net assistance.
- ⁶² Policy coded for New York City. 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.
- ⁶³ Policy coded for New York City. Children must be referred by the administration for children's services or a contracted preventive services agency. If one child is authorized for child care due to preventive or protective services, all other children in the household may receive care.
- ⁶⁴ Policy coded for New York City. 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 foster parent is employed or for six months if the parent is not employed. Foster parents must be engaged in work or some other activity approved in the districts' child and family services plans.
- ⁶⁵ 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.
- ⁶⁶ 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.
- ⁶⁷ 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.
- ⁶⁸ Protective child care is authorized only if the child resides in the home of the parent for whom the protective case plan is written and the case plan specifically requests child care.
- ⁶⁹ Child care may be approved in critical situations to prevent neglect, abuse, or exploitation.
- ⁷⁰ 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.
- ⁷¹ Families must meet work participation requirements, unless they lost TANF eligibility due to having earnings over the TANF income limit, in which case they do not have to meet minimum work hour requirements.
- ⁷² Foster children are eligible for care as long as the foster parents meet the nonfinancial eligibility requirements.
- ⁷³ Foster parents must be working, or the developmental needs of the foster child must require that the child attend day care.

⁷⁴ Participants must fall into one of four program categories. The first transitional child care category applies to applicants who were terminated from TANF for earned income exceeding TANF guidelines and who received TANF assistance in the previous month. The second category is for applicants whose first year of transitional child care is ending or who previously received TANF and failed to apply for transitional child care. The third category is for applicants who become employed within two years of leaving TANF. The fourth category is for families who become employed or increase earnings during a full-family sanction in TANF and become ineligible for TANF. Applicants in all categories must meet income and work requirements.

⁷⁵ 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.

⁷⁶ The foster parent must meet the work requirement. Only the child's income is used to determine eligibility. Exceptions to the work requirement may be made on a case-by-case basis. Children placed in South Carolina from another state are not eligible for child care services through the state's primary child care program.

⁷⁷ There is no minimum work requirement.

⁷⁸ 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.

⁷⁹ The child protective services agency has the responsibility for determining child care eligibility for children in the agency's protective care, including foster care.

⁸⁰ 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.

⁸¹ 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.

⁸² Homeless families can apply for family support child care, a prevention and early intervention service designed to reduce stress for families and their children and promote positive child development. Families qualifying under family support child care do not have to meet activity requirements.

⁸³ 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.

⁸⁴ 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.

⁸⁵ 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.

⁸⁶ Foster child care is not provided under the state's primary child care subsidy program.

⁸⁷ 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.

⁸⁸ 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.

⁸⁹ The income of foster parents and subsidized guardians who need child care for their foster children is not counted 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.

⁹⁰ 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.

⁹¹ Children referred by child protective services receive immediate placement.

⁹² The foster parent is not required to participate in employment, education, or training activities.

⁹³ 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, income is counted.

⁹⁴ 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 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.

⁹⁵ Children with families who have unstable housing are not required to meet eligibility requirements.

⁹⁶ 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.

⁹⁷ Foster care parents are not required to work or participate in education or training activities.

Table 7. Defining the Family Unit and Income: Treatment of Children and Siblings, 2013 ²

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 ³	17 ³	Not counted ⁴
Arizona	17	17	Varies/partially counted ⁵
Arkansas	NA ⁶	NA ⁶	Counted at age 18 and older
California	17	18	Not counted
Colorado	NA ⁷	NA ⁷	Not counted
Connecticut	17	17	Not counted
Delaware	17	17	Fully counted
DC	17	21	Not counted
Florida	NA ⁸	NA ⁸	Counted at age 18 and older ⁹
Georgia	17	17	Not counted
Hawaii	17	17	Varies/partially counted ¹⁰
Idaho	NA ¹¹	NA ¹¹	Counted at age 18 and older
Illinois	20 ¹²	20 ¹²	Counted at age 19 and older
Indiana	17	17	Not counted
Iowa	17	17	Counted at age 15 and older ¹³
Kansas	17	18 ¹⁴	Counted at age 18 and older ¹⁵
Kentucky	18	18	Not counted
Louisiana	18	18	Not counted ¹⁶
Maine	17	17	Varies/partially counted ¹⁷
Maryland	17	21	Counted at age 15 and older ¹⁸
Massachusetts	17	23	Counted at age 21 and older
Michigan	17	17	Varies/partially counted ⁵
Minnesota	17	17 ¹⁹	Varies/partially counted ²⁰
Mississippi	17 ²¹	20 ²¹	Not counted
Missouri	17	17	Varies/partially counted ⁵
Montana	17 ²²	17 ²²	Varies/partially counted ²³
Nebraska	18	18	Varies/partially counted ²⁴
Nevada	17	18	Varies/partially counted ²⁵
New Hampshire	17	19	Varies/partially counted ²⁶
New Jersey	NA ⁶	NA ⁶	Fully counted
New Mexico	17	18	Not counted
New York	17 ²⁷	17 ²⁷	Counted at age 14 and older
North Carolina	17	18 ²⁸	Not counted
North Dakota	18 ²⁹	18 ²⁹	Not counted
Ohio	17	17	Varies/partially counted ³⁰
Oklahoma	17	17	Varies/partially counted ³¹
Oregon	17	18	Not counted
Pennsylvania	17	21	Not counted

Table 7. Defining the Family Unit and Income: Treatment of Children and Siblings, 2013 ²

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)
Rhode Island	17 ³²	17 ³²	Not counted
South Carolina	17	20	Counted at age 18 and older ³³
South Dakota	17	17	Not counted
Tennessee	17	18	Varies/partially counted ³⁴
Texas	NA ⁷	NA ⁷	Varies/partially counted ³⁵
Utah	17	18	Not counted
Vermont	NA ³⁶	NA ³⁶	Not counted
Virginia	17	17	Not counted
Washington	18	18 ³⁷	Not counted
West Virginia	17	17	Not counted
Wisconsin	17	18	Not counted ³⁸
Wyoming	17	17	Varies/partially counted ³⁹
American Samoa	--- ¹	--- ¹	Not counted
Guam	17 ⁴⁰	NA ⁴¹	Varies/partially counted ⁴²
No Mariana Islands	17	17	Varies/partially counted ⁴³
Puerto Rico	20	20	Not counted
Virgin Islands	17	18	Not counted

Source: CCDF Policies Database October 1, 2013 Data

¹ Information not found in state's manual.

² The policies shown here apply to children and siblings living in the home. They do not apply to teen parents.

³ 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 verified by a health/mental health care provider, in which case he or she remains a dependent until age 19.

⁴ Only unearned income is counted for children in the home.

⁵ If a child is attending school, his or her income is not counted.

⁶ Children and siblings are counted in the unit as long as they are dependent on the parent or applicant, regardless of age.

⁷ 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.

⁸ Siblings are counted as long as they still reside with the family and are financially supported by the family.

⁹ 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 24 is excluded if they are full-time students in a post-secondary school or its equivalent.

¹⁰ If the child is a student at least half time, his or her earnings are not counted.

¹¹ Children who are claimed as dependents for tax purposes are included in the unit.

¹² 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.

- ¹³ Earnings of a child under age 15 are not counted. Earnings of a child under age 18 are not counted if the child is a full-time student.
- ¹⁴ A child in high school is included through the month of the child's 19th birthday.
- ¹⁵ 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.
- ¹⁶ 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.
- ¹⁷ Earned income is not counted if the child is 19 or younger, attending elementary or secondary school, and living with the applicant.
- ¹⁸ Earnings of a child under age 15 or a child under age 18 who is attending public school are not counted.
- ¹⁹ 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.
- ²⁰ 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.
- ²¹ 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.
- ²² Adult siblings, age 18 and over, have the option of being counted as household members.
- ²³ The earned income of a dependent child who is attending elementary or high school, regardless of age, is excluded.
- ²⁴ 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.
- ²⁵ 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.
- ²⁶ 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.
- ²⁷ Children under age 18 must be included in the unit. Districts 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. New York City does not include children over age 17.
- ²⁸ A sibling is counted if he or she is still in high school and scheduled to graduate before his or her 19th birthday.
- ²⁹ A child is considered 18 through the month of the child's 19th birthday.
- ³⁰ Earnings of a minor child are not counted as long as the child is a full-time student.
- ³¹ 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.
- ³² 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.
- ³³ Earned income of children under age 18 is not counted unless the children are emancipated or teen parents with a benefit case in their own name.
- ³⁴ Part-time income is not counted if the child or sibling is 18 or younger and in school.
- ³⁵ Income from children in the household who are between the ages of 14 and 19 and attending school is not counted.
- ³⁶ Siblings are counted in the unit as long as a caretaker in the household is legally responsible for them, regardless of age.

³⁷ Siblings up to 21 years of age may be included if they are participating in a special education program.

³⁸ Earned income is not counted for dependent minors, defined as children under age 18, or dependent 18-year-olds.

³⁹ Earnings of a minor child are not counted as long as the child is a full-time student.

⁴⁰ 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.

⁴¹ A sibling who is still in high school is counted regardless of age.

⁴² If a child is under age 18 or attending high school, his or her income is not counted.

⁴³ 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, 2013

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 ¹	Fully counted	Teen, child, parent, and siblings form one unit	Parents/caretakers and minor siblings of the teen parent included
Alaska	17	Fully counted	Varies ²	Only teen parent and child(ren) included
Arizona	19 ³	Fully counted	Varies ⁴	Varies ⁵
Arkansas	17 ⁶	Varies/partially counted ⁷	Teen and child form one unit, and parent and siblings form another ⁸	Only teen parent and child(ren) included ⁸
California	18 ⁹	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	19 ¹⁰	Fully counted	Varies ¹¹	Varies ¹¹
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 ¹²	Not counted	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included
Florida	17 ¹³	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 ¹⁴	Varies/partially counted ¹⁵	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 ¹⁶
Iowa	17	Fully counted	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, 2013

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
Kansas	17	Fully counted	Teen, child, parent, and siblings form one unit	Varies ¹⁷
Kentucky	19 ¹⁸	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 ¹⁹	Fully counted	Varies ²⁰	Only teen parent and child(ren) included
Maryland	17	Varies/partially counted ²¹	Varies ²²	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 ²³	Varies/partially counted ²⁴	Teen, child, parent, and siblings form one unit	Parents/caretakers and minor siblings of the teen parent included
Minnesota	17	Varies/partially counted ²⁵	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included
Mississippi	17	Not counted	Varies ²⁶	Varies ²⁶
Missouri	17	Varies/partially counted ²⁷	Varies ²	Varies ²
Montana	19	Fully counted	Teen, child, parent, and siblings form one unit	Only teen parent and child(ren) included
Nebraska	18	Varies/partially counted ²⁸	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included
Nevada	17	Varies/partially counted ²⁹	Teen, child, parent, and siblings form one unit	Parents/caretakers and minor siblings of the teen parent included
New Hampshire	19 ³⁰	Varies/partially counted ³¹	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

Table 8. Defining the Family Unit and Income: Treatment of Teen Parents, 2013

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
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 ³²	Only teen parent and child(ren) included
North Dakota	20 ³³	Varies/partially counted ³³	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included
Ohio	17	Fully counted	Teen, child, parent, and siblings form one unit ³⁴	Parents/caretakers of the teen parent included ³⁴
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 ³⁵	Varies ³⁵	Varies ³⁵
Pennsylvania	17	Varies/partially counted ¹⁵	Varies ²	Only teen parent and child(ren) included
Rhode Island	19	Fully counted	Varies ³⁶	Varies ³⁶
South Carolina	19 ³⁷	Fully counted	Varies ³⁸	Varies ³⁸
South Dakota	19	Fully counted	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included
Tennessee	19	Fully counted	Varies ³⁹	Varies ³⁹
Texas	19 ⁴⁰	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	17	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 ⁴¹	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 ⁴²	Only teen parent and child(ren) included ⁴²

Table 8. Defining the Family Unit and Income: Treatment of Teen Parents, 2013

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
Wisconsin	19 ⁴³	Not counted ⁴⁴	Teen, child, parent, and siblings form one unit	Parents/caretakers and minor siblings of the teen parent included
Wyoming	17	Fully counted	Varies ⁴⁵	Varies ⁴⁵
American Samoa	17	Varies/partially counted ²⁷	Varies ⁴⁶	Varies ⁴⁶
Guam	18 ⁴⁷	Varies/partially counted ⁴⁸	Teen, child, parent, and siblings form one unit	Only teen parent and child(ren) included
No Mariana Islands	18 ⁴⁹	Varies/partially counted ⁵⁰	Teen, child, parent, and siblings form one unit	Parents/caretakers and minor siblings of the teen parent included
Puerto Rico	20	Not counted	Teen and child form one unit, and parent and siblings form another	Only teen parent and child(ren) included
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, 2013 Data

¹ The maximum age is 18 if the parent remains in high school or its equivalent.

² A minor parent has the option of being considered a separate family unit.

³ A minor parent is a parent under age 18. A teen parent is a parent age 13 through 19.

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

⁵ 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.

⁶ 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 parents 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.

⁷ 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.

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

⁹ The maximum age is 17 if the teen parent is not enrolled in high school.

¹⁰ A minor parent is a parent under age 18. A teen parent is under age 20.

¹¹ Policies for minor and teen parents vary. Minor parents and their children are included in the same assistance unit as their siblings and adult parents. Teen parents form their own assistance unit.

- ¹² 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.
- ¹³ The maximum age applies unless the parent is married or emancipated.
- ¹⁴ 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.
- ¹⁵ Income is counted if the teen parent is an emancipated minor.
- ¹⁶ 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.
- ¹⁷ 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.
- ¹⁸ A teen parent is defined as being age 19 or younger and actively seeking a high school diploma or GED.
- ¹⁹ The teen parent must reside with his or her child and attend a secondary school or GED equivalency program.
- ²⁰ The family unit composition is decided on a case-by-case basis.
- ²¹ A disregard of \$5,000 of a family's annual gross income per child is allowed if the minor parent is attending public school full time.
- ²² 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.
- ²³ The applicant must be unmarried and living with his or her parents to be considered a minor parent. Minor parents who have not completed high school must attend elementary or secondary school full time or, if aged 16 or 17, participate in a TANF work program. Minor parents must live in an adult-supervised living arrangement or show good cause for not living in an adult-supervised setting.
- ²⁴ Earnings are not counted if the teen parent is under age 18, attending school, and living with someone who provides care or supervision.
- ²⁵ 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.
- ²⁶ Any parent enrolled full time in high school or in a GED program may make an application in his or her own name, as a family unit separate from his or her parent.
- ²⁷ If the teen parent is in school, his or her income is not counted.
- ²⁸ 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.
- ²⁹ 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.
- ³⁰ 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.
- ³¹ Income is counted unless the individual is under age 20 and attending high school or its equivalent full time.
- ³² The teen parent is counted in the adult parent's unit, but the teen parent's child is not.
- ³³ The parent must be enrolled in the Crossroads program to be eligible for income-excluded child care through age 20. Other teen parents do not receive preferential treatment.
- ³⁴ 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.

- ³⁵ 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.
- ³⁶ 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. A teen parent under the age of 16 may obtain child care assistance on his or her own if the inclusion of the parent or legal guardian would present an obstacle to receiving child care.
- ³⁷ 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.
- ³⁸ 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.
- ³⁹ The parents of the minor parent are included in the unit but not the siblings. A minor parent under age 18 may be considered a separate household if he or she is legally emancipated.
- ⁴⁰ A person can be considered a teen parent through age 19 if he or she is attending high school or its equivalent.
- ⁴¹ Teen parents in high school or a GED program do not have to meet work requirements through age 21.
- ⁴² The minor and child form a separate unit as long as the minor parent has legal custody of the child.
- ⁴³ The parent must be enrolled in a high school or GED program to be considered a teen parent.
- ⁴⁴ All earned income of minors is excluded, including earned income of minors in supervised independent living situations.
- ⁴⁵ 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.
- ⁴⁶ 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.
- ⁴⁷ 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.
- ⁴⁸ A teen parent's income is excluded if the teen parent and offspring reside with the teen's parents, an adult relative, or legal guardian, and the teen parent is attending school.
- ⁴⁹ The applicant must be unmarried, attending high school or a GED program, and be living with a parent, adult relative, or legal guardian.
- ⁵⁰ 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, Non-Parent Partners, and Temporarily Absent Parents, 2013

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 ²	If the Parent or Caretaker's Partner is Included when Defining the Family Size ³	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	Never included ⁴	Fully counted
Alaska	Always included	Fully counted	The parents and children form one unit	Never included	Fully counted
Arizona	Always included	Fully counted	The parents and children form one unit	Never included	Fully counted
Arkansas	Always included	Fully counted	The parents and children form one unit	Never included	Fully counted
California	Always included	Fully counted	The parents and children form one unit	Never included	Fully counted
Colorado	Always included	Fully counted	The parents and children form one unit	Varies ⁵	Varies/partially counted ⁶
Connecticut	Always included	Fully counted	The parents and children form one unit	Never included	Fully counted
Delaware	Always included	Fully counted	The parents and children form one unit	Never included	Fully counted
DC	Never included	NA	Each parent forms one unit with their children	Never included	Not counted
Florida	Always included	Fully counted	The parents and children form one unit	Always included	Fully counted
Georgia	Always included	Fully counted	The parents and children form one unit	Never included	Varies/partially counted ⁷
Hawaii	Always included	Fully counted	The parents and children form one unit	Never included	Varies/partially counted ⁸
Idaho	Always included	Fully counted	The parents and children form one unit	Never included	Fully counted
Illinois	Always included	Fully counted	The parents and children form one unit	Never included	Fully counted
Indiana	Always included	Fully counted	The parents and children form one unit	Never included	Fully counted

Table 9. Defining the Family Unit and Income: Treatment of Step-Parents, Non-Parent Partners, and Temporarily Absent Parents, 2013

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 ²	If the Parent or Caretaker's Partner is Included when Defining the Family Size ³	Treatment of a Temporarily Absent Parent's Earnings (When Included in Family Size)
Iowa	Always included	Fully counted	The parents and children form one unit	Never included	Fully counted
Kansas	Always included	Fully counted	The parents and children form one unit	Always included	Fully counted
Kentucky	Always included	Fully counted	The parents and children form one unit	Never included	Fully counted ⁹
Louisiana	Always included	Fully counted	The parents and children form one unit	Always included	Fully counted
Maine	Always included	Fully counted	The parents and children form one unit	Never included	Fully counted
Maryland	Always included	Fully counted	The parents and children form one unit	Never included	Fully counted
Massachusetts	Always included	Fully counted	The parents and children form one unit	Never included	Not counted
Michigan	Always included	Fully counted	The parents and children form one unit	Never included	Fully counted
Minnesota	Always included	Fully counted	The parents and children form one unit	Never included	Fully counted
Mississippi	Always included	Fully counted	The parents and children form one unit	Never included	Fully counted
Missouri	Always included	Fully counted	The parents and children form one unit	Never included	Fully counted ¹⁰
Montana	Always included	Fully counted	The parents and children form one unit	Varies ¹¹	Fully counted
Nebraska	Always included	Fully counted	The parents and children form one unit	Never included	Fully counted
Nevada	Always included	Fully counted	The parents and children form one unit	Always included	Fully counted
New Hampshire	Always included	Fully counted	The parents and children form one unit	Never included	Fully counted

Table 9. Defining the Family Unit and Income: Treatment of Step-Parents, Non-Parent Partners, and Temporarily Absent Parents, 2013

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 ²	If the Parent or Caretaker's Partner is Included when Defining the Family Size ³	Treatment of a Temporarily Absent Parent's Earnings (When Included in Family Size)
New Jersey	Varies ¹²	Fully counted	The parents and children form one unit	Varies ¹³	Fully counted
New Mexico	Always included	Fully counted	The parents and children form one unit	Never included	Fully counted ¹⁴
New York	Always included	Fully counted	The parents and children form one unit	Never included	Varies/partially counted ¹⁵
North Carolina	Never included	NA	Each parent forms one unit with their children	Never included	Fully counted
North Dakota	Always included	Fully counted	The parents and children form one unit	Never included	Fully counted
Ohio	Always included	Fully counted	The parents and children form one unit	Never included	Fully counted
Oklahoma	Always included	Fully counted	The parents and children form one unit	Varies ¹⁶	Fully counted
Oregon	Always included	Fully counted	The parents and children form one unit	Varies ¹⁷	Fully counted
Pennsylvania	Always included	Varies/partially counted ¹⁸	The parents and children form one unit	Never included	Fully counted ¹⁹
Rhode Island	Always included	Fully counted	The parents and children form one unit	Never included	Not counted
South Carolina	Always included	Fully counted	The parents and children form one unit	Never included	Fully counted
South Dakota	Always included	Fully counted	The parents and children form one unit	Never included	Varies/partially counted ²⁰
Tennessee	Always included	Fully counted	The parents and children form one unit	Never included	Fully counted
Texas	Always included	Fully counted	The parents and children form one unit	Never included	Fully counted
Utah	Always included	Fully counted	The parents and children form one unit	Never included ⁴	Fully counted

Table 9. Defining the Family Unit and Income: Treatment of Step-Parents, Non-Parent Partners, and Temporarily Absent Parents, 2013

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 ²	If the Parent or Caretaker's Partner is Included when Defining the Family Size ³	Treatment of a Temporarily Absent Parent's Earnings (When Included in Family Size)
Vermont	Always included	Fully counted	The parents and children form one unit	Always included	Fully counted
Virginia	Always included	Fully counted	The parents and children form one unit	Always included ²¹	Fully counted
Washington	Always included	Fully counted	The parents and children form one unit	Never included	Fully counted
West Virginia	Always included	Fully counted	The parents and children form one unit	Never included	Fully counted
Wisconsin	Always included	Fully counted	The parents and children form one unit	Never included	Fully counted
Wyoming	Always included	Fully counted	The parents and children form one unit	Never included	Fully counted
American Samoa	Always included	Fully counted	The parents and children form one unit	--- ¹	--- ¹
Guam	Always included	Fully counted	The parents and children form one unit	Never included	Fully counted
No Mariana Islands	Always included	Fully counted	The parents and children form one unit	Never included	Fully counted
Puerto Rico	Varies ²²	Varies/partially counted ²³	Each parent forms one unit with their children	Never included	Varies/partially counted ²⁴
Virgin Islands	Always included	Fully counted	The parents and children form one unit	Never included	Fully counted

Source: CCDF Policies Database October 1, 2013 Data

¹ Information not found in state's manual.

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

³ For the purposes of the CCDF Policies Database, a parent or caretaker's partner is defined as a person who resides in the household, is not married to the child's parent, is not a parent of the child, and has no children in common with the child's parent. Policies regarding other adults residing in the household, who are not the parent's partner, are captured in Table 11.

- ⁴ The partner is only included if he or she is a common law spouse.
- ⁵ The significant other is always included if he or she financially contributes to the welfare of the children.
- ⁶ If the parent is involuntarily removed from the home, his or her income is not counted.
- ⁷ Income is counted for parents absent from the home due to military or work assignments.
- ⁸ Income is counted if the parent continues to maintain responsibility for the care, education, and financial support of the child.
- ⁹ Earnings of a temporarily absent parent are counted. Earnings of a parent who is absent from the household for 30 days or more due to incarceration or hospitalization are not counted and the parent is not included in the unit.
- ¹⁰ A family member who is in the military and stationed away from the residence is not included in the family unit for the purpose of determining household size, but any income sent to the family unit is included.
- ¹¹ The parent's significant other has the option of being counted as a household member.
- ¹² If the step-parent is legally responsible for the child, he or she is included.
- ¹³ The partner is included if he or she is legally responsible for the children.
- ¹⁴ Child care assistance will be provided for up to 90 days if a parent is absent. During the 90 days, the absent parent's or guardian's income is used to determine eligibility. After the 90 days, the authorized representative caretaker must apply for child care assistance and eligibility will be based on his or her income. Under some extenuating circumstance, such as military deployment, child care assistance can be provided for up to 12 months if a parent is absent.
- ¹⁵ Income is counted if the individual is contributing or required to contribute to the needs of the household.
- ¹⁶ Non-relative adults living in the home with the natural or adoptive parent are included in the unit if they are of the opposite sex of the parent and act in the role of a spouse.
- ¹⁷ Partners are only counted in the unit if they represent themselves as domestic partners and share living expenses and household duties.
- ¹⁸ 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.
- ¹⁹ Parents who are temporarily absent due to military service are included in the family unit and their income is counted.
- ²⁰ 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.
- ²¹ The couple must be cohabiting as husband and wife.
- ²² A step-parent is included if he or she has another child in common with the biological parent of the child in care.
- ²³ A step-parent's income is included if he or she has a child in common with the biological parent who is also receiving care.
- ²⁴ 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 Caretakers, 2013 ¹

State	Non-Parent, Relative Caretakers			Non-Parent, Non-Relative Caretakers		
	If a Relative Caregiver Is Eligible to Apply for Subsidies	If a Relative Caretaker is Included when Defining the Family Size (When Eligible to Apply for Subsidies)	Treatment of a Relative Caretaker's Earnings (When Included in Family Size)	If a Non-Relative Caregiver Is Eligible to Apply for Subsidies	If a Non-Relative Caretaker is Included when Defining the Family Size (When Eligible to Apply for Subsidies)	Treatment of a Non-Relative Caretaker's Earnings (When Included in Family Size)
Alabama	Yes, all relative caretakers ²	Varies ³	Fully counted	Yes, only legal guardians ²	Varies ³	Fully counted
Alaska	Yes, all relative caretakers ⁴	Always included	Fully counted	Yes, all non-relative caretakers ⁴	Always included	Fully counted
Arizona	Yes, all relative caretakers	Varies ⁵	Fully counted ⁵	Yes, only legal guardians	Varies ⁶	Fully counted ⁶
Arkansas	Yes, all relative caretakers ⁷	Always included	Fully counted	Yes, only legal guardians ⁷	Always included	Fully counted
California	Yes, all relative caretakers	Never included	NA	Yes, all non-relative caretakers	Never included	NA
Colorado	Yes, all relative caretakers	Always included	Fully counted	Yes, all non-relative caretakers	Always included	Fully counted
Connecticut	Other ⁸	Always included ⁸	Fully counted	Yes, all non-relative caretakers	Always included	Fully counted
Delaware	Yes, all relative caretakers	Never included	NA	Yes, only legal guardians	Never included	NA
DC	Yes, only legal guardians	Always included	Not counted	Yes, only legal guardians	Always included	Not counted
Florida	Yes, all relative caretakers	Varies ⁹	Fully counted ⁹	Yes, all non-relative caretakers	Varies ⁹	Fully counted ⁹
Georgia	Yes, all relative caretakers	Always included	Fully counted	Yes, all non-relative caretakers	Varies ¹⁰	Fully counted
Hawaii	Yes, all relative caretakers	Always included	Varies/partially counted ¹¹	Yes, all non-relative caretakers	Always included	Varies/partially counted ¹¹

Table 10. Defining the Family Unit and Income: Treatment of Non-Parent Caretakers, 2013 ¹

State	Non-Parent, Relative Caretakers			Non-Parent, Non-Relative Caretakers		
	If a Relative Caregiver Is Eligible to Apply for Subsidies	If a Relative Caretaker is Included when Defining the Family Size (When Eligible to Apply for Subsidies)	Treatment of a Relative Caretaker's Earnings (When Included in Family Size)	If a Non-Relative Caregiver Is Eligible to Apply for Subsidies	If a Non-Relative Caretaker is Included when Defining the Family Size (When Eligible to Apply for Subsidies)	Treatment of a Non-Relative Caretaker's Earnings (When Included in Family Size)
Idaho	Yes, all relative caretakers	Always included	Fully counted	Yes, all non-relative caretakers	Always included	Varies/partially counted ¹²
Illinois	Yes, all relative caretakers ¹³	Always included	Varies/partially counted ¹⁴	Yes, only legal guardians	Always included	Fully counted
Indiana	Yes, all relative caretakers	Always included	Fully counted	Yes, all non-relative caretakers	Always included	Varies/partially counted ¹⁵
Iowa	Other ¹⁶	Never included	NA	Other ¹⁶	Never included	NA
Kansas	Yes, all relative caretakers	Always included	Fully counted	Yes, all non-relative caretakers	Always included	Fully counted
Kentucky	Yes, all relative caretakers	Always included	Fully counted	Yes, all non-relative caretakers ¹⁷	Always included	Fully counted
Louisiana	Yes, all relative caretakers	Always included	Fully counted	Yes, all non-relative caretakers	Always included	Fully counted
Maine	Yes, all relative caretakers	Never included	NA	Yes, all non-relative caretakers	Never included	NA
Maryland	Yes, all relative caretakers	Always included	Varies/partially counted ¹⁸	Yes, all non-relative caretakers	Always included	Varies/partially counted ¹⁸
Massachusetts	Yes, only legal guardians ¹⁹	Always included	Not counted	Yes, only legal guardians ¹⁹	Always included	Not counted
Michigan	Yes, all relative caretakers	Varies ²⁰	Fully counted	Yes, all non-relative caretakers	Varies ²⁰	Fully counted
Minnesota	Other ²¹	Always included	Fully counted	Yes, only legal guardians	Always included	Fully counted

Table 10. Defining the Family Unit and Income: Treatment of Non-Parent Caretakers, 2013 ¹

State	Non-Parent, Relative Caretakers			Non-Parent, Non-Relative Caretakers		
	If a Relative Caregiver Is Eligible to Apply for Subsidies	If a Relative Caretaker is Included when Defining the Family Size (When Eligible to Apply for Subsidies)	Treatment of a Relative Caretaker's Earnings (When Included in Family Size)	If a Non-Relative Caregiver Is Eligible to Apply for Subsidies	If a Non-Relative Caretaker is Included when Defining the Family Size (When Eligible to Apply for Subsidies)	Treatment of a Non-Relative Caretaker's Earnings (When Included in Family Size)
Mississippi	Yes, all relative caretakers	Always included	Fully counted	Yes, all non-relative caretakers	Always included	Fully counted
Missouri	Yes, all relative caretakers	Always included	Fully counted	Yes, only legal guardians	Always included	Fully counted
Montana	Yes, all relative caretakers	Always included	Fully counted	Yes, all non-relative caretakers	Always included	Fully counted
Nebraska	Yes, all relative caretakers	Always included	Fully counted	Yes, only legal guardians	Always included	Fully counted
Nevada	Other ²²	Always included	Fully counted	Other ²²	Always included	Fully counted
New Hampshire	Yes, all relative caretakers	Always included	Varies/partially counted ²³	Yes, only legal guardians	Always included	Varies/partially counted ²³
New Jersey	Yes, only legal guardians	Always included	Fully counted	Yes, only legal guardians	Always included	Fully counted
New Mexico	Other ²⁴	Always included	Fully counted	Yes, only legal guardians	Always included	Fully counted
New York	Yes, all relative caretakers ²⁵	Varies ²⁶	Not counted ²⁶	Yes, all non-relative caretakers	Varies ²⁶	Not counted ²⁶
North Carolina	Yes, all relative caretakers	Never included	NA	Yes, only legal guardians	Never included	NA
North Dakota	Yes, all relative caretakers	Always included	Fully counted	Yes, all non-relative caretakers	Always included	Fully counted
Ohio	Yes, all relative caretakers	Always included	Fully counted	Yes, all non-relative caretakers	Always included	Fully counted

Table 10. Defining the Family Unit and Income: Treatment of Non-Parent Caretakers, 2013 ¹

State	Non-Parent, Relative Caretakers			Non-Parent, Non-Relative Caretakers		
	If a Relative Caregiver Is Eligible to Apply for Subsidies	If a Relative Caretaker is Included when Defining the Family Size (When Eligible to Apply for Subsidies)	Treatment of a Relative Caretaker's Earnings (When Included in Family Size)	If a Non-Relative Caregiver Is Eligible to Apply for Subsidies	If a Non-Relative Caretaker is Included when Defining the Family Size (When Eligible to Apply for Subsidies)	Treatment of a Non-Relative Caretaker's Earnings (When Included in Family Size)
Oklahoma	Yes, all relative caretakers	Varies ²⁷	Fully counted	Yes, all non-relative caretakers	Varies ²⁷	Fully counted
Oregon	Yes, all relative caretakers	Always included	Fully counted	Yes, all non-relative caretakers	Always included	Fully counted
Pennsylvania	Yes, all relative caretakers	Always included	Fully counted	Yes, all non-relative caretakers	Always included	Fully counted
Rhode Island	Yes, all relative caretakers	Always included	Fully counted	Yes, only legal guardians	Always included	Fully counted
South Carolina	Yes, all relative caretakers	Always included	Fully counted	Yes, all non-relative caretakers	Always included	Fully counted
South Dakota	Other ²⁸	Always included	Not counted	Other ²⁸	Always included	Fully counted
Tennessee	Yes, all relative caretakers	Always included	Fully counted	Yes, all non-relative caretakers	Always included	Fully counted
Texas	Yes, all relative caretakers	Always included	Fully counted	Yes, all non-relative caretakers	Always included	Fully counted
Utah	Yes, all relative caretakers	Always included	Fully counted	Yes, only legal guardians	Always included	Fully counted
Vermont	Yes, all relative caretakers	Always included	Varies/partially counted ²⁹	Yes, all non-relative caretakers	Always included	Varies/partially counted ²⁹
Virginia	Yes, all relative caretakers	Always included	Fully counted	Yes, all non-relative caretakers	Always included	Fully counted
Washington	Yes, all relative caretakers	Never included	NA	Other ³⁰	Never included	NA

Table 10. Defining the Family Unit and Income: Treatment of Non-Parent Caretakers, 2013 ¹

State	Non-Parent, Relative Caretakers			Non-Parent, Non-Relative Caretakers		
	If a Relative Caregiver Is Eligible to Apply for Subsidies	If a Relative Caretaker is Included when Defining the Family Size (When Eligible to Apply for Subsidies)	Treatment of a Relative Caretaker's Earnings (When Included in Family Size)	If a Non-Relative Caregiver Is Eligible to Apply for Subsidies	If a Non-Relative Caretaker is Included when Defining the Family Size (When Eligible to Apply for Subsidies)	Treatment of a Non-Relative Caretaker's Earnings (When Included in Family Size)
West Virginia	Yes, all relative caretakers	Always included	Fully counted	Yes, all non-relative caretakers	Always included	Fully counted
Wisconsin	Yes, all relative caretakers	Always included	Varies/partially counted ³¹	Yes, all non-relative caretakers	Always included	Varies/partially counted ³¹
Wyoming	Yes, all relative caretakers	Always included	Fully counted	Yes, only legal guardians ³²	Always included	Fully counted
American Samoa	Other ³³	Always included	Varies/partially counted ³⁴	Other ³³	Always included	Varies/partially counted ³⁴
Guam	Yes, all relative caretakers	Always included	Varies/partially counted ³⁵	Yes, all non-relative caretakers	Always included	Varies/partially counted ³⁵
No Mariana Islands	Yes, all relative caretakers	Always included	Fully counted	Yes, all non-relative caretakers	Always included	Fully counted
Puerto Rico	Yes, all relative caretakers ³⁶	Always included	Fully counted	Yes, all non-relative caretakers ³⁶	Always included	Fully counted
Virgin Islands	Yes, only legal guardians	Always included	Fully counted	Yes, only legal guardians	Always included	Fully counted

Source: CCDF Policies Database October 1, 2013 Data

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

² The assistance unit consists of a household of minor unmarried children and their parents by blood, marriage, adoption; legal guardians; or adult relatives without legal custody who are standing in loco parentis. Foster parents are not included in the assistance unit, although they are allowed to apply.

³ 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.

- ⁴ Any adult who can demonstrate that he or she effectively has physical custody and financial responsibility for a child needing care can apply. It does not have to be legally established or a blood relationship.
- ⁵ 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 is counted.
- ⁶ Legal guardians are not included in the family size unless they apply for care for their own children in addition to the child in guardianship. If the legal guardian applies for child care assistance for his or her own children in addition to the children under guardianship, his or her income is included.
- ⁷ The caretaker must be at least 18 years of age or be emancipated and have full-time physical custody of the child.
- ⁸ A non-parent, relative caretaker is allowed to apply for child care subsidies and is included in the unit when he or she is under the cash assistance program.
- ⁹ Foster parents and caretakers who fall under the relative caretaker 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.
- ¹⁰ Foster parents are not counted in the family size and their income is not counted.
- ¹¹ The income of foster parents is not counted.
- ¹² A foster parent's income is excluded when determining eligibility for a foster child.
- ¹³ All relative caretakers within the fifth degree of kinship are allowed to apply for child care subsidies.
- ¹⁴ 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.
- ¹⁵ The income of licensed foster parents is not included.
- ¹⁶ Licensed foster parents cannot apply for subsidies for their foster children. If a licensed foster parent needs child care for the purpose of employment, this is handled by the foster care worker.
- ¹⁷ A non-relative caretaker must show verification of pursuit of legal custody within one year of application.
- ¹⁸ A disregard of \$5,000 of a family's annual gross income per child is allowed if an adult with physical custody of the child is not the child's parent.
- ¹⁹ In order for a non-parent relative caretaker to be eligible to apply for a child care subsidy, the biological or adoptive parents must not reside in the house and the non-parent caretaker must be a legal guardian, foster parent, or designated caretaker.
- ²⁰ A non-parent caretaker is included in the unit if he or she is 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.
- ²¹ Relative caretakers who are the caregiver for a child receiving a TANF grant are eligible for subsidies. Relative caretakers who are the caregiver for a child not receiving a TANF grant are not eligible for subsidies unless they are the child's legal guardian.
- ²² Any adult with court-ordered custody of the child is allowed to apply for subsidies and is included in the unit.

- ²³ 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 is counted.
- ²⁴ Legal guardians and grandparents, in addition to biological or step-parents, are allowed to apply for child care assistance. Grandparents have to be either the legal guardians or determined to be providing for the grandchild's physical and emotional needs.
- ²⁵ Relatives within the third degree of consanguinity of the child may apply for child care subsidies.
- ²⁶ Non-parent caretakers are allowed to apply for subsidies but are not included in the family unit, unless the non-parent caregiver is receiving either TANF cash assistance or New York State-only cash assistance. If the caretaker is receiving either TANF cash assistance or New York State-only cash assistance, the caretaker is counted in the unit, and the child is automatically eligible for a child care subsidy and exempt from copayment regardless of the caretaker's earnings.
- ²⁷ The caretaker is included if he or she is court-ordered to be legally and financially responsible for the child.
- ²⁸ Any individual 18 years of age or older who has a signed statement from the child's parent or guardian giving the individual authority to exercise parental control of the child is allowed to apply for child care subsidies. The caretaker must open and maintain an active child support enforcement case within six months of initial custody.
- ²⁹ If the caretaker is legally responsible for the child's welfare, such as a biological, step, adoptive, or foster parent or legal guardian, then the caretaker's income is considered. However, if the child is living with an adult caretaker other than the legally responsible adult, then the legally responsible adult's income is considered, not the adult caretaker who lives in the home.
- ³⁰ The non-parent, non-relative caretaker must have a written, signed agreement from the parent giving the caretaker custodial responsibility for the child, or the caretaker must receive a TANF grant on behalf of the child in their care, in order to apply for child care subsidies.
- ³¹ Income is excluded for kinship care relatives for court-ordered cases or subsidized guardians in Milwaukee county. Income is counted for all other individuals counted in the family size.
- ³² A non-relative caretaker must have a court order giving legal responsibility or guardianship.
- ³³ A non-parent caretaker is allowed to apply for subsidies if he or she is the child's legal guardian or acting in loco parentis. A person is considered to be acting in loco parentis when he or she has assumed guardianship and control of a child for a period of at least six months. This determination must be confirmed by the child's closest living relative.
- ³⁴ The income of a non-parent caretaker is not included if only a foster child or a child in protective services needs care, but it is included if any of the caretaker's own children need care.
- ³⁵ The income of a non-parent caretaker is not counted if the child is receiving child protective services.
- ³⁶ Evidence of custody (temporary or permanent) must be presented to the family court.

Table 11. Defining the Family Unit and Income: Treatment of Non-Parent, Non-Caretaker Adults, 2013 ¹

State	<u>Non-Parent, Non-Caretaker Adult Relatives</u>		<u>Non-Parent, Non-Caretaker Adult Non-Relatives</u>	
	If a Relative Adult Who is Not a Parent or Caretaker is Included when Defining the Family Size	Treatment of an Adult Relative's Earnings if the Adult is Not a Parent or Caretaker (When Included in Family Size)	If a Non-Relative Adult Who is Not a Parent or Caretaker is Included when Defining the Family Size	Treatment of an Adult Non-Relative's Earnings if the Adult is Not a Parent or Caretaker (When Included in Family Size)
Alabama	Never included	NA	Never included	NA
Alaska	Never included	NA	Never included	NA
Arizona	Varies ²	Fully counted	Never included	NA
Arkansas	Always included	Fully counted	Never included	NA
California	Never included	NA	Never included	NA
Colorado	Never included	NA	Never included	NA
Connecticut	Never included	NA	Never included	NA
Delaware	Never included	NA	Never included	NA
DC	Never included	NA	Never included	NA
Florida	Varies ³	Fully counted ⁴	Varies ⁵	Fully counted ⁴
Georgia	Never included	NA	Never included	NA
Hawaii	Never included	NA	Never included	NA
Idaho	Never included	NA	Never included	NA
Illinois	Varies ⁶	Fully counted	Never included	NA
Indiana	Never included	NA	Never included	NA
Iowa	Never included	NA	Never included	NA
Kansas	Never included	NA	Never included	NA
Kentucky	Never included	NA	Never included	NA
Louisiana	Never included	NA	Never included	NA
Maine	Never included	NA	Never included	NA
Maryland	Never included	NA	Never included	NA
Massachusetts	Varies ⁷	Fully counted	Never included	NA
Michigan	Never included	NA	Never included	NA
Minnesota	Never included	NA	Never included	NA
Mississippi	Never included	NA	Never included	NA
Missouri	Never included	NA	Never included	NA
Montana	Varies ⁸	Fully counted	Never included	NA
Nebraska	Never included	NA	Never included	NA
Nevada	Never included	NA	Never included	NA
New Hampshire	Never included	NA	Never included	NA
New Jersey	Varies ⁹	Fully counted	Varies ⁹	Fully counted
New Mexico	Never included	NA	Never included	NA
New York	Never included	NA	Never included	NA
North Carolina	Never included	NA	Never included	NA
North Dakota	Never included	NA	Never included	NA
Ohio	Never included	NA	Never included	NA

Table 11. Defining the Family Unit and Income: Treatment of Non-Parent, Non-Caretaker Adults, 2013¹

State	<u>Non-Parent, Non-Caretaker Adult Relatives</u>		<u>Non-Parent, Non-Caretaker Adult Non-Relatives</u>	
	If a Relative Adult Who is Not a Parent or Caretaker is Included when Defining the Family Size	Treatment of an Adult Relative's Earnings if the Adult is Not a Parent or Caretaker (When Included in Family Size)	If a Non-Relative Adult Who is Not a Parent or Caretaker is Included when Defining the Family Size	Treatment of an Adult Non-Relative's Earnings if the Adult is Not a Parent or Caretaker (When Included in Family Size)
Oklahoma	Never included	NA	Never included	NA
Oregon	Never included	NA	Never included	NA
Pennsylvania	Never included	NA	Never included	NA
Rhode Island	Never included	NA	Never included	NA
South Carolina	Never included	NA	Varies ¹⁰	Fully counted
South Dakota	Never included	NA	Never included	NA
Tennessee	Never included	NA	Never included	NA
Texas	Varies ¹¹	Fully counted	Varies ¹¹	Fully counted
Utah	Never included	NA	Never included	NA
Vermont	Never included	NA	Never included	NA
Virginia	Never included	NA	Never included	NA
Washington	Never included	NA	Never included	NA
West Virginia	Never included	NA	Never included	NA
Wisconsin	Never included	NA	Never included	NA
Wyoming	Never included	NA	Never included	NA
American Samoa	Never included	NA	Never included	NA
Guam	Never included	NA	Never included	NA
No Mariana Islands	Never included	NA	Never included	NA
Puerto Rico	Varies ¹²	Not counted	Varies ¹²	Not counted
Virgin Islands	Never included	NA	Never included	NA

Source: CCDF Policies Database October 1, 2013 Data

¹ For the purposes of the CCDF Policies Database, these variables capture policies for non-parent, non-caretaker adults (e.g., aunts, uncles, or family friends) living in the home when the parent or caretaker is present. Information regarding the parent's partner is not captured here (see Table 9).

² If the adult relative intends to claim a member of the eligible family as a dependent, the entire household is counted as one unit.

³ A family unit includes any additional related adults who reside with the family and who are financially supported by the family.

⁴ For non-parent relatives and non-relatives who are not considered part of the unit, only the portion of their income that is pooled with the household's financial resources is counted.

⁵ Adult non-relatives may be included in the unit if financially supported by the family and considered part of the household.

⁶ Adult relatives may be included in the family unit and their earnings may be counted if they are dependent on the family for 50 percent or more of their support.

⁷ Dependent grandparents who reside in the same household may be included in the unit.

⁸ Adult siblings, age 18 and over, aunts, uncles, grandparents, and great grandparents have the option of being counted as household members.

⁹ If the adult is a dependent of the parent, he or she is included in the unit.

¹⁰ If the non-relative adult is counted in the TANF or SNAP budget, he or she is counted in the family unit for child care.

¹¹ If an adult is considered a dependent for income tax purposes, he or she is included in the unit and his or her income is counted.

¹² Adults older than 60 years old who live in the home 24 hours per day are included.

Table 12. Treatment of Various Types of Income and Benefits when Determining Eligibility, 2013

State	TANF	SSI	SSDI	Net Self-Employment Income	Child Support	Value of SNAP Benefits
Alabama	Varies/partially counted ¹	Fully counted	Fully counted	Fully counted ²	Counted for all children in the unit	Not counted
Alaska	Fully counted	Fully counted	Fully counted	Fully counted	Counted for all children in the unit	Not counted
Arizona	Fully counted	Fully counted	Fully counted	Fully counted	Counted for all children in the unit	Not counted
Arkansas	Varies/partially counted ³	Varies/partially counted ⁴	Varies/partially counted ⁵	Fully counted	Not counted	Not counted
California	Fully counted	Not counted	Fully counted	Fully counted	Counted for all children in the unit ⁶	Not counted
Colorado	Not counted	Not counted	Not counted	Fully counted	Counted for all children in the unit	Not counted ⁷
Connecticut	Not counted	Fully counted	Fully counted	Fully counted	Not counted	Not counted
Delaware	Not counted	Fully counted	Fully counted	Fully counted ⁸	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 ⁴	Varies/partially counted ⁵	Fully counted	Counted for all children in the unit	Not counted ⁷
Georgia	Not counted	Not counted	Not counted	Fully counted	Counted for all children in the unit	Not counted
Hawaii	Fully counted	Fully counted	Fully counted	Fully counted	Counted for all children in the unit	Not counted
Idaho	Varies/partially counted ⁹	Fully counted	Fully counted	Fully counted ¹⁰	Counted for all children in the unit ¹¹	Not counted
Illinois	Fully counted	Fully counted	Fully counted	Fully counted	Counted for all children in the unit	Not counted
Indiana	Fully counted	Fully counted ¹²	Fully counted	Fully counted	Counted for all children in the unit	Not counted

Table 12. Treatment of Various Types of Income and Benefits when Determining Eligibility, 2013

State	TANF	SSI	SSDI	Net Self-Employment Income	Child Support	Value of SNAP Benefits
Iowa	Fully counted ¹³	Fully counted	Fully counted	Fully counted	Counted for all children in the unit	Not counted
Kansas	Not counted	Not counted	Fully counted	Fully counted	Counted for all children in the unit	Not counted
Kentucky	Varies/partially counted ¹⁴	Fully counted	Fully counted	Fully counted	Counted for all children in the unit	Not counted
Louisiana	Not counted	Fully counted	Fully counted	Fully counted ¹⁵	Counted for all children in the unit	Not counted
Maine	Fully counted	Fully counted	Fully counted	Fully counted	Counted for all children in the unit	Fully counted
Maryland	Not counted	Not counted	Fully counted	Fully counted	Counted for all children in the unit ¹⁶	Not counted
Massachusetts	Varies/partially counted ¹⁷	Fully counted	Fully counted	Fully counted	Counted for all children in the unit	Not counted
Michigan	Not counted	Varies/partially counted ¹⁸	Fully counted	Fully counted	Counted for all children in the unit ¹⁹	Not counted
Minnesota	Fully counted	Not counted	Fully counted	Fully counted	Counted for all children in the unit ²⁰	Not counted
Mississippi	NA ²¹	Varies/partially counted ⁴	Fully counted	Fully counted	Counted for all children in the unit	Not counted
Missouri	Fully counted	Not counted	Fully counted	Fully counted	Counted for all children in the unit	Not counted
Montana	Varies/partially counted ²²	Not counted	Fully counted	Fully counted	Counted for all children in the unit	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 for all children in the unit	Not counted

Table 12. Treatment of Various Types of Income and Benefits when Determining Eligibility, 2013

State	TANF	SSI	SSDI	Net Self-Employment Income	Child Support	Value of SNAP Benefits
New Hampshire	Fully counted	Fully counted	Fully counted	Fully counted	Counted for all children in the unit	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	Fully counted	Fully counted	Fully counted	Counted for all children in the unit	Not counted
New York	Fully counted	Fully counted	Fully counted	Fully counted	Counted for all children in the unit ²³	Not counted
North Carolina	Not counted	Not counted	Fully counted	Fully counted	Counted for all children in the unit	Not counted
North Dakota	Not counted	Fully counted	Fully counted	Fully counted	Counted for all children in the unit	Not counted ²⁴
Ohio	Not counted	Not counted	Fully counted	Fully counted	Counted for all children in the unit	Not counted
Oklahoma	Not counted ²⁵	Varies/partially counted ²⁶	Fully counted	Fully counted ²⁷	Counted for all children in the unit	Not counted
Oregon	Fully counted ²⁸	Fully counted	Fully counted	Fully counted ²⁹	Counted for all children in the unit	Not counted
Pennsylvania	NA ²¹	Fully counted	Fully counted	Fully counted	Counted for all children in the unit	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 for all children in the unit	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 for all children in the unit	Not counted
Texas	Fully counted	Fully counted	Fully counted	Fully counted	Counted for all children in the unit	Not counted

Table 12. Treatment of Various Types of Income and Benefits when Determining Eligibility, 2013

State	TANF	SSI	SSDI	Net Self-Employment Income	Child Support	Value of SNAP Benefits
Utah	Not counted	Not counted ³⁰	Fully counted	Fully counted ³¹	Counted for all children in the unit ³²	Not counted
Vermont	Not counted	Not counted	Not counted	Fully counted	Counted for all children in the unit	Not counted
Virginia	Not counted	Not counted	Not counted	Fully counted	Counted for all children in the unit ³³	Not counted
Washington	Varies/partially counted ³⁴	Fully counted	Fully counted	Fully counted	Counted for all children in the unit	Not counted
West Virginia	Fully counted	Fully counted	Fully counted	Fully counted	Counted for all children in the unit	Not counted
Wisconsin	Not counted	Fully counted	Fully counted	Fully counted	Other ³⁵	Not counted
Wyoming	Fully counted	Not counted	Fully counted	Fully counted	Counted for all children in the unit	Not counted
American Samoa	NA ³⁶	NA ³⁷	Not counted	Fully counted	Counted for all children in the unit	Not counted ³⁸
Guam	Fully counted	Fully counted ³⁹	Fully counted	Fully counted	Counted for all children in the unit	Not counted
No Mariana Islands	NA ³⁶	Not counted	Not counted	Fully counted	Counted for all children in the unit	Not counted ³⁸
Puerto Rico	Not counted	Not counted ⁴⁰	Not counted	Fully counted	Not counted	Not counted ³⁸
Virgin Islands	Not counted	Not counted ⁴⁰	Not counted	Fully counted	Counted only for CCDF-eligible children	Not counted

Source: CCDF Policies Database October 1, 2013 Data

¹ 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.

² Forty percent of income from self-employment is deducted to cover the cost of operating the business.

³ 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.

⁴ SSI of adults in the household is counted. SSI income of children is not counted.

- ⁵ SSDI of adults in the household is counted. SSDI income of children is not counted.
- ⁶ If financial assistance is provided by the absent parent for housing or car expenses, that income is also counted.
- ⁷ Child care for SNAP participants is not provided under the state's primary child care subsidy program.
- ⁸ 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.
- ⁹ 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.
- ¹⁰ A standard deduction is determined by subtracting 50 percent of the gross monthly self-employment income.
- ¹¹ 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.
- ¹² Lump sum SSI payments are not counted.
- ¹³ Families who receive TANF, participate in the state's TANF work program, or receive child protective services are eligible for child care assistance regardless of income.
- ¹⁴ TANF child-only payments are excluded.
- ¹⁵ Personal, work-related expenses and depreciation are non-allowable deductions from self-employment income.
- ¹⁶ The first \$2,500 of child support lump sum payments or arrearages are disregarded.
- ¹⁷ 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.
- ¹⁸ 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.
- ¹⁹ Child support that goes directly to pay a creditor or service supplier, or that is retained by the department, is excluded.
- ²⁰ The amount of child support assigned to the state is excluded from the family's income when determining eligibility.
- ²¹ Eligibility for child care service for TANF parents is determined by the TANF case manager.
- ²² Only TANF cash assistance benefits, not including work support payments, and Tribal TANF benefits are counted.
- ²³ Lump sum child support arrears are not counted as income.
- ²⁴ Tribal food coupons are also excluded.
- ²⁵ Recipients of TANF are predetermined eligible and assigned no copayment.
- ²⁶ 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.

²⁷ 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.

²⁸ Pre-TANF and post-TANF program payments are excluded.

²⁹ 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.

³⁰ 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.

³¹ 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.

³² The first \$50 of child support received by the household is deducted.

³³ Lump sum child support income is not counted.

³⁴ When a TANF client starts a new job, TANF income may be exempted for three months.

³⁵ Child support is disregarded if the household receives \$1,250 or less per month. If the household receives over \$1,250 per month in child support, then the entire amount is counted as income.

³⁶ This territory or outlying area does not have a TANF program.

³⁷ This territory or outlying area does not have SSI or a similar program.

³⁸ The value of nutrition assistance program benefits is not counted.

³⁹ Income from Old-Age Assistance, Aid to the Blind, and Aid to the Permanently and Totally Disabled is fully counted.

⁴⁰ Income from Old-Age Assistance, Aid to the Blind, and Aid to the Permanently and Totally Disabled is not counted.

Table 13. Treatment of Various Types of Income and Benefits when Determining Eligibility (continued), 2013

State	General Assistance ²	Value of Housing Assistance	LIHEAP	Foster Care Income	State 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 ³	Not counted	Fully counted ⁴	Not counted	Counted if above \$500	Counted if above \$500
Arizona	Fully counted	Not counted	Not counted	Not counted	Not counted	Varies/partially counted ⁵	Not counted
Arkansas	Fully counted	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted
California	Fully counted	Fully counted	Not counted	Fully counted	Not counted	Varies/partially counted ⁶	Not counted
Colorado	Not counted	Not counted	Not counted	Not counted	Not counted	Fully counted ⁷	Fully counted
Connecticut	Fully counted	Not counted	Not counted	Not counted ⁸	Not counted	Counted if above \$600	Counted if above \$1,200 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	Not counted	Not counted	Not counted	Not counted	Not counted	Varies/partially counted ⁹
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 ¹⁰	Not counted	Not counted	Not counted	Not counted	Varies/partially counted ¹¹	Fully counted
Illinois	Fully counted	Not counted	Not counted	Not counted	Not counted	Varies/partially counted ¹²	Not counted
Indiana	Fully counted	Not counted	Not counted	Not counted	Not counted	Fully counted ¹³	Not counted ¹⁴
Iowa	Fully counted	Not counted	Not counted	Fully counted ¹⁵	Not counted	Not counted	Varies/partially counted ¹⁶
Kansas	Not counted	Not counted	Not counted	Not counted	Not counted	Varies/partially counted ¹⁷	Counted if above \$50 monthly
Kentucky	Fully counted	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted
Louisiana	NA ¹⁰	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted

Table 13. Treatment of Various Types of Income and Benefits when Determining Eligibility (continued), 2013

State	General Assistance ²	Value of Housing Assistance	LIHEAP	Foster Care Income	State EITC Refunds	Non-Recurring Lump Sum Income	Non-Recurring Gifts
Maine	Fully counted	Not counted	Not counted	Not counted	Varies/partially counted ¹⁸	Not counted	Not counted
Maryland	Not counted	Not counted	Not counted	Not counted	Not counted	Varies/partially counted ¹²	Not counted
Massachusetts	NA ¹⁰	Not counted	Not counted	Not counted	Not counted	Varies/partially counted ¹²	Not counted
Michigan	Not counted	Not counted	Not counted	Not counted	Not counted ¹⁹	Fully counted ²⁰	Counted if above \$30 quarterly
Minnesota	Fully counted	Not counted	Not counted	Not counted	Not counted	Varies/partially counted ²¹	Varies/partially counted ²²
Mississippi	Not counted	Not counted	Not counted	Not counted	Not counted	Varies/partially counted ²³	Not counted
Missouri	Fully counted	Not counted	Not counted	Not counted	Not counted	Not counted	Varies/partially counted ²⁴
Montana	Varies/partially counted ²⁵	Not counted	Not counted	Not counted	Not counted	Fully counted	Counted if above \$50
Nebraska	Not counted	Not counted	Not counted	Not counted ²⁶	Not counted	Varies/partially counted ¹²	Not counted
Nevada	Fully counted	Not counted	Not counted	Not counted	Not counted	Varies/partially counted ²⁷	Counted if above \$30 quarterly ²⁸
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	Not counted	Varies/partially counted ²⁹	Not counted
New Mexico	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted
New York	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted
North Carolina	Not counted	Varies/partially counted ³⁰	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 ³¹	Fully counted ³²

Table 13. Treatment of Various Types of Income and Benefits when Determining Eligibility (continued), 2013

State	General Assistance ²	Value of Housing Assistance	LIHEAP	Foster Care Income	State EITC Refunds	Non-Recurring Lump Sum Income	Non-Recurring Gifts
Oklahoma	Not counted ³³	Not counted	Not counted	Not counted	Not counted	Not counted	Counted if above \$30 quarterly ³⁴
Oregon	NA ³⁵	Varies/partially counted ³⁶	Not counted	Varies/partially counted ³⁷	Not counted	Not counted	Not counted
Pennsylvania	Fully counted	Not counted	Not counted	Not counted	Not counted	Counted if above \$100	Counted if above \$100 yearly
Rhode Island	Fully counted	Not counted	Not counted	Fully counted ⁴	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 ¹⁰	Not counted	Not counted	Fully counted	Not counted	Not counted	Not counted
Texas	Fully counted	Not counted	Not counted	Not counted	Not counted	Fully counted ³⁸	Not counted
Utah	Not counted	Varies/partially counted ³⁹	Not counted	Not counted	Not counted	Varies/partially counted ⁴⁰	Varies/partially counted ⁴¹
Vermont	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted	Not counted
Virginia	Not counted	Varies/partially counted ⁴²	Varies/partially counted ⁴³	Fully counted	Not counted	Not counted	Not counted ⁴⁴
Washington	Fully counted	Not counted ⁴⁵	Not counted	Not counted	Not counted	Fully counted ⁴⁶	Not counted
West Virginia	Fully counted	Not counted	Not counted	Not counted	Not counted	Varies/partially counted ¹²	Not counted ⁴⁷
Wisconsin	Fully counted	Not counted	Not counted	Not counted	Not counted	Varies/partially counted ⁴⁸	Not counted
Wyoming	Fully counted	Not counted	Not counted	Not counted	Not counted	Fully counted	Counted if above \$50 quarterly
American Samoa	Fully counted	Fully counted	Fully counted	Not counted	---	Fully counted	Fully counted
Guam	Fully counted	Not counted	Not counted	Not 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	Not counted	Not counted	Not counted	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, 2013 Data

- ¹ Information not found in state's manual.
- ² General assistance programs are state or locally funded assistance programs for low-income families.
- ³ Federal non-cash benefits are excluded. Housing allowances or the fair market value of employer-provided housing are counted.
- ⁴ Foster care payments are included when the child is included in the assistance unit.
- ⁵ Money received through lottery or gambling is counted.
- ⁶ The following are not counted in income: loans; 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.
- ⁷ Income can either be counted in the month it is received or divided over a 12-month period.
- ⁸ Foster children are a separate family unit of one. Their income does not count for the rest of the family.
- ⁹ Cash gifts received regularly are counted as unearned income.
- ¹⁰ The state does not have general assistance.
- ¹¹ 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.
- ¹² Lump sum inheritances or insurance payments are not counted. Other one-time lump sum payments may be counted.
- ¹³ 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.
- ¹⁴ Gifts are defined as contributions or money received from a source outside of the family with no intent to repay.
- ¹⁵ Only relative, non-licensed foster families receive child care through the CCDF program. If a licensed foster parent applies for child care assistance for his or her own children, the parent's foster care income is counted.
- ¹⁶ 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.
- ¹⁷ Income sources such as royalties, trust fund income, or gambling winnings are counted.
- ¹⁸ State and local EITC payments are not excluded from income.
- ¹⁹ Advanced payments of the earned income tax credit are also excluded.
- ²⁰ 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's portion should be counted as income.
- ²¹ Non-recurring lump sum income that is earmarked and used for a specific purpose is not counted. All other lump sum income is counted.

- ²² 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.
- ²³ Bonuses are not considered for income calculation.
- ²⁴ Gifts and casual income that exceed the state's TANF thresholds for basic needs are included as income.
- ²⁵ Assistance payments from other states are counted; however, supportive services which are specified in a public assistance program are excluded.
- ²⁶ Money received from participation in the foster grandparent program is not counted.
- ²⁷ 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.
- ²⁸ Cash gifts or contributions are counted unless the gifts total \$30 or less in a three-month period per household member or the gifts are received too irregularly to be reasonably anticipated.
- ²⁹ The income is averaged over the same time period used to calculate income. Application of one-time, special collections of child support payments at initial and redetermination periods receive a disregard based upon apportioned percentages.
- ³⁰ 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.
- ³¹ Lump sum income is defined as money received in the form of a nonrecurring lump sum payment including, but not limited to, retroactive lump sum social security, SSI or pension benefits; retroactive lump sum insurance settlements; retroactive lump sum payment of child support; refunds of security deposits; or prevention, and retention and contingency payments not defined as cash assistance.
- ³² Cash contributions received by the family from persons, organizations, or assistance agencies are fully counted.
- ³³ Recipients of public assistance payments are predetermined eligible and assigned no copayment.
- ³⁴ Income received irregularly but in excess of \$30 per quarter is considered income unless it is from an excluded income source.
- ³⁵ The state does not currently fund general assistance. When general assistance is funded, the payments are counted as unearned income.
- ³⁶ Payments from Housing and Urban Development are excluded. Payments from the Youthbuild Program are counted as earned income.
- ³⁷ 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.
- ³⁸ Lottery winnings greater than \$600 are counted.
- ³⁹ If a veteran is a student and receives a monthly housing allowance, this is counted as income.
- ⁴⁰ The lump sum payment of a type of income normally not counted is not counted. Insurance settlements for destroyed exempt property are not counted.
- ⁴¹ 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 per household member per quarter year is not counted.

- ⁴² 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.
- ⁴³ Energy assistance is not counted if the assistance is paid directly to the vendor.
- ⁴⁴ Monetary gifts for identifiable one-time occasions or normal annual occasions are disregarded.
- ⁴⁵ Corporate compensation such as rent and living expenses are considered countable income.
- ⁴⁶ Lump sum income is divided by 12 to get a monthly income figure and applied for the remainder of the current eligibility period.
- ⁴⁷ Monetary gifts received on an infrequent basis, such as those received on birthdays or holidays, are not counted.
- ⁴⁸ Tax refunds are excluded for determining eligibility and copayment rates. All other non-recurring income is counted in the month it is received.

Table 14. Income Disregards when Determining Eligibility, 2013

State	Amount of Monthly Earned Income Disregard	Amount of Child Support Paid Outside of Household that is Deducted
Alabama	0	None
Alaska	0	All ¹
Arizona	0	All
Arkansas	0	None
California	0	All
Colorado	0	All
Connecticut	0	All
Delaware	0	None
DC	0	All
Florida	0	All ²
Georgia	0	None
Hawaii	0	None
Idaho	0	All
Illinois	0	All
Indiana	0	None
Iowa	0	None
Kansas	0	None
Kentucky	0	All ³
Louisiana	0	None
Maine	0	All
Maryland	0 ⁴	All
Massachusetts	0	All
Michigan	0	None
Minnesota	0	All
Mississippi	0	None
Missouri	0 ⁵	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 ⁶
Ohio	0	All
Oklahoma	0	All ⁷
Oregon	0	None
Pennsylvania	0	All
Rhode Island	0	None
South Carolina	0	None
South Dakota	4 percent ⁸	All
Tennessee	0	All
Texas	0	None
Utah	\$100	All

Table 14. Income Disregards when Determining Eligibility, 2013

State	Amount of Monthly Earned Income Disregard	Amount of Child Support Paid Outside of Household that is Deducted
Vermont	0	All
Virginia	0 ⁹	All
Washington	0	All
West Virginia	0	None
Wisconsin	0	None
Wyoming	\$200 ¹⁰	None
American Samoa	0	None
Guam	0	None
No Mariana Islands	0	None
Puerto Rico	0 ¹¹	None
Virgin Islands	0 ¹²	None

Source: CCDF Policies Database October 1, 2013 Data

¹ Legally obligated child support payments are deducted from income. In order for the payments to be deducted, the family must verify the legal obligation and that the payments are being made.

² The applicant must have a court order and pay stubs showing the child support is being deducted from pay or copies of check or money orders showing child support is being paid out.

³ Only legally obligated child support paid out is deductible and only up to the maximum amount ordered.

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

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

⁶ Child support and spousal support paid to someone outside the household is deducted.

⁷ Child support must be court ordered.

⁸ 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.

⁹ Earnings of less than \$25 per month are disregarded.

¹⁰ There is a \$200 income disregard for each working adult whose income is used in determining eligibility.

¹¹ There is a special discount for residents of Vieques and Culebra Municipalities.

¹² 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 15. Initial Eligibility Thresholds By Family Size: Maximum Monthly Countable Income to Initially Qualify for CCDF Subsidies, 2013 ¹

State	Family Size				
	1	2	3	4	5
Alabama	1,245	1,680	2,116	2,551	2,987
Alaska	NA	4,250	4,524	4,614	5,045
Arizona	1,581	2,134	2,687	3,239	3,792
Arkansas	1,642	2,204	2,480	2,720	3,096
California	3,283	3,283	3,518	3,908	4,534
Colorado ²	NA	2,837	3,579	4,322	5,064
Connecticut	2,235	2,923	3,611	4,299	4,987
Delaware	1,862	2,522	3,182	3,842	4,502
DC	2,256	3,035	3,815	4,594	5,373
Florida ³	1,436	1,939	2,441	2,944	3,446
Georgia	1,387	1,867	2,347	2,827	3,307
Hawaii	2,431	3,179	3,927	4,675	5,423
Idaho	NA	1,681	2,116	2,552	2,987
Illinois	NA	2,392	3,011	3,631	4,251
Indiana	1,216	1,641	2,067	2,492	2,918
Iowa ⁴	1,389	1,875	2,361	2,846	3,332
Kansas	NA	2,392	3,012	3,632	4,251
Kentucky ⁵	NA	1,226	1,545	1,863	2,181
Louisiana	NA	2,060	2,545	3,030	3,515
Maine	2,396	3,233	4,069	4,910	5,746
Maryland	1,547	2,023	2,499	2,975	3,451
Massachusetts	NA	2,912	3,597	4,282	4,967
Michigan	1,607	1,607	1,990	2,367	2,746
Minnesota	NA	2,279	2,816	3,352	3,888
Mississippi	NA	2,333	2,917	3,417	4,000
Missouri	1,212	1,590	2,002	2,414	2,827
Montana	NA	1,891	2,386	2,881	3,376
Nebraska	NA	1,616	2,034	2,453	2,872
Nevada	2,258	2,953	3,647	4,342	5,037
New Hampshire	2,394	3,232	4,069	4,907	5,744
New Jersey	1,915	2,585	3,255	3,925	4,595
New Mexico	NA	2,585	3,255	3,925	4,595
New York	1,915	2,585	3,255	3,925	4,595
North Carolina	2,177	2,847	3,517	4,187	4,856
North Dakota	3,043	3,979	4,915	5,851	6,787
Ohio	NA	1,616	2,035	2,454	2,873
Oklahoma ⁶	NA	2,425	2,925	3,625	3,625
Oregon	NA	2,392	3,011	3,631	4,251
Pennsylvania	1,915	2,585	3,255	3,925	4,595
Rhode Island	NA	2,327	2,930	3,533	4,136
South Carolina	1,436	1,939	2,441	2,994	3,446
South Dakota	NA	2,263	2,849	3,435	4,022
Tennessee	NA	2,138	2,641	3,145	3,648
Texas ⁷	NA	2,585	3,255	3,925	4,595

Table 15. Initial Eligibility Thresholds By Family Size: Maximum Monthly Countable Income to Initially Qualify for CCDF Subsidies, 2013¹

State	Family Size				
	1	2	3	4	5
Utah	NA	2,158	2,666	3,174	3,682
Vermont	3,255	3,255	3,255	3,925	4,595
Virginia ⁸	1,772	2,392	3,011	3,631	4,251
Washington	1,916	2,586	3,256	3,926	4,596
West Virginia	1,396	1,891	2,386	2,881	3,376
Wisconsin ⁹	NA	2,391	3,011	3,631	4,250
Wyoming	NA	2,263	2,849	3,435	4,022
American Samoa	2,431	3,179	3,927	4,675	5,423
Guam	1,343	1,813	2,283	2,753	3,222
No Mariana Islands	1,707	1,707	1,986	2,921	3,453
Puerto Rico	935	1,179	1,423	1,667	1,911
Virgin Islands	NA	2,530	2,752	2,974	3,197

Source: CCDF Policies Database October 1, 2013 Data

¹ 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.

² Policy coded for Denver County. Counties may establish initial eligibility thresholds between 130 and 225 percent of the Federal Poverty Guidelines.

³ 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.

⁴ 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.

⁵ 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.

⁶ 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 per month. The threshold for any family size with two children in care is \$2,925 per month. The threshold for any family size with three or more children in care is \$3,625 per month.

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

⁸ Policy coded for areas in Group III. Across Virginia, eligibility thresholds range from 150 to 185 percent of the Federal Poverty Guidelines. Group III's eligibility thresholds are set at 185 percent of the Federal Poverty Guidelines. There is an exception for applicants that are considered not financially responsible for the child in need of care under Virginia law. For these individuals, eligibility is set at 250 percent of the Federal Poverty Guidelines, not to exceed 85 percent of state median income.

⁹ Family income cannot exceed 185 percent of the Federal Poverty Guidelines, unless the family is providing foster or kinship care (set at 200 percent of the Federal Poverty Guidelines).

Table 16. Continuing Eligibility Thresholds By Family Size: Maximum Monthly Countable Income to Continue Receiving CCDF Subsidies, 2013 ¹

State	If Thresholds Vary for Initial and Continuing Eligibility	<u>Family Size</u>				
		1	2	3	4	5
Alabama	Yes	1,436	1,939	2,441	2,944	3,446
Alaska	No	NA	4,250	4,524	4,614	5,045
Arizona	No	1,581	2,134	2,687	3,239	3,792
Arkansas	No	1,642	2,204	2,480	2,720	3,096
California	No	3,283	3,283	3,518	3,908	4,534
Colorado ²	No	NA	2,837	3,579	4,322	5,064
Connecticut ³	No	2,235	2,923	3,611	4,299	4,987
Delaware	No	1,862	2,522	3,182	3,842	4,502
DC	Yes	2,636	3,447	4,258	5,070	5,881
Florida	Yes	1,915	2,585	3,255	3,925	4,595
Georgia	No	1,387	1,867	2,347	2,827	3,307
Hawaii	No	2,431	3,179	3,927	4,675	5,423
Idaho	No	NA	1,681	2,116	2,552	2,987
Illinois	No	NA	2,392	3,011	3,631	4,251
Indiana	Yes	1,628	2,197	2,767	3,336	3,906
Iowa ⁴	No	1,389	1,875	2,361	2,846	3,332
Kansas	No	NA	2,392	3,012	3,632	4,251
Kentucky ⁵	No	NA	1,226	1,545	1,863	2,181
Louisiana	No	NA	2,060	2,545	3,030	3,515
Maine	No	2,396	3,233	4,069	4,910	5,746
Maryland	No	1,547	2,023	2,499	2,975	3,451
Massachusetts	Yes	NA	4,950	6,115	7,280	8,445
Michigan	No	1,607	1,607	1,990	2,367	2,746
Minnesota	Yes	NA	3,249	4,014	4,778	5,543
Mississippi	No	NA	2,333	2,917	3,417	4,000
Missouri ⁶	Yes	1,327	1,746	2,198	2,650	3,102
Montana	No	NA	1,891	2,386	2,881	3,376
Nebraska	No	NA	1,616	2,034	2,453	2,872
Nevada	No	2,258	2,953	3,647	4,342	5,037
New Hampshire	No	2,394	3,232	4,069	4,907	5,744
New Jersey	Yes	2,394	3,231	4,069	4,906	5,744
New Mexico	No	NA	2,585	3,255	3,925	4,595
New York	No	1,915	2,585	3,255	3,925	4,595
North Carolina	No	2,177	2,847	3,517	4,187	4,856
North Dakota	No	3,043	3,979	4,915	5,851	6,787
Ohio	Yes	NA	2,586	3,256	3,926	4,596
Oklahoma	No	NA	2,425	2,925	3,625	3,625
Oregon	No	NA	2,392	3,011	3,631	4,251
Pennsylvania	Yes	2,250	3,037	3,825	4,612	5,399
Rhode Island	No	NA	2,327	2,930	3,533	4,136
South Carolina	Yes	1,676	2,262	2,848	3,434	4,021
South Dakota	No	NA	2,263	2,849	3,435	4,022
Tennessee	No	NA	2,138	2,641	3,145	3,648

Table 16. Continuing Eligibility Thresholds By Family Size: Maximum Monthly Countable Income to Continue Receiving CCDF Subsidies, 2013 ¹

State	If Thresholds Vary for Initial and Continuing Eligibility	<u>Family Size</u>				
		1	2	3	4	5
Texas ⁷	Yes	NA	3,221	3,979	4,737	5,495
Utah	Yes	NA	2,698	3,333	3,968	4,602
Vermont	No	3,255	3,255	3,255	3,925	4,595
Virginia ⁸	No	1,772	2,392	3,011	3,631	4,251
Washington	No	1,916	2,586	3,256	3,926	4,596
West Virginia	Yes	1,722	2,333	2,943	3,554	4,164
Wisconsin	Yes	NA	2,585	3,255	3,925	4,595
Wyoming	Yes	NA	2,909	3,663	4,417	5,171
American Samoa	No	2,431	3,179	3,927	4,675	5,423
Guam	No	1,343	1,813	2,283	2,753	3,222
No Mariana Islands	No	1,707	1,707	1,986	2,921	3,453
Puerto Rico	No	935	1,179	1,423	1,667	1,911
Virgin Islands	No	NA	2,530	2,752	2,974	3,197

Source: CCDF Policies Database October 1, 2013 Data

¹ 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.

² Policy 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.

³ The state no longer uses continuing eligibility thresholds, and initial thresholds are set at 50 percent of the State Median Income. However, families receiving benefits whose income was already above 50 percent of the State Median Income before Aug. 1, 2013 will continue to receive benefits, until their income exceeds 75 percent of the State Median Income.

⁴ 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.

⁵ 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.

⁶ If an applicant is already receiving child care and his or her income increases to between 124 percent and 150 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.

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

⁸ Policy coded for areas in Group III. Across Virginia, eligibility thresholds range from 150 to 185 percent of the Federal Poverty Guidelines. Group III's eligibility thresholds are set at 185 percent of the Federal Poverty Guidelines. There is an exception for applicants that are considered not financially responsible for the child in need of care under Virginia law. For these individuals, eligibility is set at 250 percent of the Federal Poverty Guidelines, not to exceed 85 percent of state median income.

Table 17. Assets Test, 2013 ¹

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	\$12,000 market value of one vehicle ²
Nevada	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	NA ³
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

Table 17. Assets Test, 2013 ¹

State	Maximum Countable Assets	Exempted Value of a Vehicle
Washington	No limit	No limit
West Virginia	No limit	No limit
Wisconsin	No limit	No limit
Wyoming	No limit	No limit
American Samoa	No limit	No limit
Guam	No limit	No limit
No Mariana Islands	No limit	No limit
Puerto Rico	No limit	No limit
Virgin Islands	No limit	No limit

Source: CCDF Policies Database October 1, 2013 Data

¹ States coded "No limit" do not have a limit on the amount of assets a family can hold. There is no assets test in these states.

² The limit applies to the family's first motor vehicle or the vehicle with the greatest fair-market value. The family's vehicle's market value in excess of \$12,000 is applied to the countable asset limit of \$6,000.

³ 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.

Once a family is found eligible, the program establishes “terms of authorization” based on the parents’ activities. The terms of authorization include policies that place a maximum on total hours of child care, as well as policies that limit care for certain types of activities, such as travel time between the parent’s workplace and the child care facility.

For families receiving subsidies, 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 18)

Table 18 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 2013 include:

- Every State/Territory gives potential clients the option of applying for child care subsidies in-person, and 10 States/Territories require that all applications be processed in-person.
- Applications can be submitted via e-mail or through an internet-based system in 29 States/Territories.
- States/Territories vary widely on how quickly they require applications to be processed, with Indiana, West Virginia, and the Virgin Islands notifying clients at the time of the application interview, and five States/Territories allowing up to 45 days for notification. 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 19)

States/Territories take different approaches to determining the validity of the information provided by applicants. 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 he or she provided is complete. For purposes of the CCDF Policies Database, "verification" is defined as a requirement for an item of documentation beyond a form signed by the applicant.

Table 19 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 needing care, the employment status of the applicant, the applicant's household income, and the immunization records of the child needing care. Findings for 2013 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 of income and/or employment 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 child in need of care.
- Less than half of the States/Territories require verification of household composition.
- 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 often 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 all 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 20 and 21)

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 set shorter redetermination periods than the maximum length of time outlined by the State.

Table 20 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 2013 include:

- Approximately 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 Connecticut (eight months).
- All programs require some sort of new documentation during the redetermination process.
- 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 1 day in Utah to 30 days in Vermont and the Virgin Islands. A few States have no specific notification requirements.

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 certain families from redetermination based on their involvement with another service or program. Table 21 examines exemptions for families receiving TANF or SNAP benefits, families with foster children, and families involved with child protective services. Highlights for 2013 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. Four States exempt families from redetermination as long as they are enrolled in TANF.
- No programs exempt families receiving SNAP benefits.

- Three States exempt families involved with child protective services, and only Mississippi exempts families receiving care for a foster child.

Reporting Changes in Income, Employment, or Family Circumstances (Table 22)

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 22 shows the number of days within which a subsidized family is expected to report key changes to the program agency. The table also shows the requirements for reporting specific types of changes, including changes in employment, income, and household composition. Findings for 2013 include:

- Most CCDF programs require families to report key changes within 10 days.
- All but three States/Territories (Hawaii, North Dakota, and Utah) require changes in employment to be reported.
- All but four States/Territories (Indiana, New Mexico, Pennsylvania, and West Virginia) require families to report changes in income in at least some circumstances. Thirty-four States/Territories require all changes in income to be reported, while some States/Territories only require changes over a certain 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.

Maximum Hours Approved for Child Care Assistance (Table 23)

Families that are determined eligible to receive child care benefits are authorized to use child care for approved activities for a certain number of hours. Some States/Territories have general maximum hours of care policies that limit the amount of care an individual can receive in a given period of time. Additionally, States/Territories may establish policies that allow care for travel, rest, or other related activities within certain limitations. For example, some States/Territories take into consideration the travel time between the parent's workplace and the child care facility, and in some States/Territories, parents who work an overnight shift (a shift crossing over midnight) may be eligible to receive subsidies during the day in order to allow for rest or sleep time. Table 23 captures the policies for maximum hours of care, variations for parents working part time, policies for travel time, and policies for rest hours. Findings from 2013 include:

- Twenty-four 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, only two States (Arizona and Massachusetts) have a different policy for part-time workers.

- Fifty-one States/Territories allow care to be authorized for travel time. Of these, about half have policies for an explicit maximum number of hours, while the allowed hours for the other half can vary at the caseworker's discretion.
- Forty States/Territories allow care for rest hours in some circumstances. Twenty-three specify a maximum number of hours, ranging from four to nine hours daily; thirteen allow the number of rest hours to be authorized at the caseworker's discretion.

Care During Breaks in Activities (Table 24)

In addition to establishing the amount of care authorized for approved activities, States/Territories may continue subsidies during temporary breaks in employment, such as school breaks or maternity leave. These policies may vary depending on whether the parent is expected to return to the approved activity (e.g., work or school) or whether the family will lose its child care slot if care is temporarily suspended. Table 24 captures the policies for authorizing care during school breaks for parents who are students and during maternity leave. Key findings from 2013 include:

- Thirteen States/Territories allow care to be continued during school breaks for parents who are students. An additional 10 States/Territories vary the policy according to certain circumstances.
- Twenty-seven States/Territories allow care to be continued during maternity leave, usually for a certain length of time ranging from 2 weeks to 12 weeks. Of these, 12 States have policies specifying that the parent's job must be available upon return in order to authorize care during the leave.

The full Database captures additional information on how States/Territories determine the allowable hours of child care, such as care for full-time versus part-time education activities and care for study hours for parents who are students.

Breaks in employment due to job loss are not included in this section, as job search activities fall under the list of activities that confer eligibility. State/Territory policies for job search activities are outlined in Table 3.

Changes in Application, Verification, and Authorization Policies from 2012 to 2013

Several States/Territories made changes to their application, verification, and authorization policies between 2012 and 2013. Two States added new options for submitting applications, with Minnesota adding a fax option and Oklahoma adding an online option. Two States also made changes to their policies for notifying applicants of eligibility. North Dakota changed its time period for notification from 15 days in 2012 to 30 days in 2013. Vermont previously did not have a required time frame and implemented a 30-day requirement in 2013. Only one State made changes to the requirements for verifying information during the application process. Florida began requiring documentation to verify the applicant's relationship to the child and stopped requiring verification of the child's immunization record.

No States/Territories made changes to the redetermination policies captured in the tables, while four States made changes to their reporting requirements between 2012 and 2013. Massachusetts changed the requirement for how soon families must report changes from 10 days in 2012 to 14 days in 2013. New Mexico shortened its reporting requirement from 14 days in 2012 to 5 days in 2013. North Dakota and Rhode Island changed their policies for reporting income changes. In North Dakota, families were previously not required to report income changes between certification periods, but in 2013 the State required families to report changes that would cause their income to exceed the eligibility limits. Rhode Island increased its threshold for reporting changes, requiring families to report changes of \$100 or more in 2013, compared to changes of \$25 or more in 2012.

Five States made changes to their authorization policies between 2012 and 2013. Arizona implemented a maximum amount of care that can be authorized in 2013. Massachusetts made changes to its rest hour policies in 2013, requiring that rest hours not exceed the total number of hours authorized for qualifying activities. Therefore, families in Massachusetts are authorized for an amount of care that includes their work or other qualifying activity, and rest hours may be included as long as the family does not exceed the total number of hours authorized. In Florida, the policy for authorizing care during school breaks was expanded from authorizing care for 30 days in 2012 to 60 days in 2013. Finally, both Connecticut and Illinois expanded their coverage for maternity leave, with Connecticut covering maternity leave for the first time (for six weeks) and Illinois increasing the amount of time authorized (from 6 weeks in 2012 to 12 weeks in 2013).

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 25 and 26)

Tables 25 and 26 describe if and how States/Territories give priority to certain groups of applicants. The categories of applicants covered in Table 25 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 25 also provides the States'/Territories' definition of families with very low income. The categories of applicants covered in Table 26 are families with foster care children, families with children in Head Start, families with children in publicly-funded pre-k, homeless families, families with teen parents not in school, 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 2013 include:

- Five States guarantee subsidies for children with special needs, with an additional 26 States/Territories giving these families priority over some other families or priority in certain circumstances.
- Twenty States guarantee subsidies for all families enrolled in TANF under their CCDF-funded program. Additional States guarantee subsidies for TANF families if they are participating in the State'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 16 States. There is almost always a time limit associated with this type of transitional child care.
- No State/Territory guarantees subsidies for families at risk of becoming dependent on TANF, but five give priority to these families.
- Children in Head Start are given priority over some other families in South Carolina and Oregon, and subsidies are guaranteed for these families in Virginia. Only Georgia gives priority for children enrolled in publicly-funded pre-kindergarten.
- Three States (Alaska, Delaware, and the District of Columbia) guarantee subsidies for all teen parents in school; no States/Territories guarantee subsidies for teen parents not in school.

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

Waiting List Policies (Table 27)

Table 27 describes if and how each State/Territory utilizes a waiting list. If a State/Territory has written waiting list policies for use when full funding is not available, the State/Territory is coded as having policies in place for how the waiting list is maintained, 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. Highlights from the 2013 policies include:

- Roughly two-thirds of the States/Territories have established waiting list policies.
- Of the States/Territories with waiting list policies, 17 have sub-state/local area lists and 19 have statewide lists.
- Only six States/Territories require the child care agency to notify families of their status on the waiting list while they are waiting for child care subsidy funding to become 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 2012 to 2013

From 2012 to 2013, only four States/Territories made changes to their priority and waiting list policies. Both Florida and the Virgin Islands changed their priority policies for TANF recipients from guaranteeing subsidies in 2012 to giving priority to these families but not guaranteeing subsidies in 2013. Florida also began giving priority to families transitioning off of TANF and homeless families and expanded its priority for children in foster care or receiving protective services to include all foster care and CPS cases. The Virgin Islands also changed the policies for children receiving protective services and for children with teen parents, giving these children priority with no guarantee of subsidies in 2013, compared to guaranteeing subsidies for CPS cases in 2012. Finally, American Samoa began giving priority to military families in 2013.

Nevada and the Virgin Islands made changes to their waiting list policies. In 2013, Nevada implemented a review of eligibility for families on the waiting list and began notifying families of their status on the list. The Virgin Islands no longer required applicants to be notified of their status on the waiting list in 2013.

Table 18. Application Procedures, 2013¹

State	Method for Submitting Application	Within How Many Days Applicant Must Be Notified of Eligibility After Submitting the Application
Alabama	In-person ²	30
Alaska	In-person, mail, fax	30
Arizona	In-person, mail, fax, email ³	30
Arkansas	In-person, mail, fax, online	45 ⁴
California	In-person	30
Colorado	In-person, mail, online	15
Connecticut	In-person, mail, fax ⁵	30
Delaware	In-person, mail, fax, online	30
DC	In-person	30
Florida	In-person, mail, fax, email, online, phone	Other ⁶
Georgia	In-person, mail, fax, email, online	30 ⁷
Hawaii	In-person, mail ⁸	30 ⁹
Idaho	In-person, mail, fax	30
Illinois	In-person, mail, fax	30 ¹⁰
Indiana	In-person, mail, fax	Other ¹¹
Iowa	In-person, mail, online	30 ¹²
Kansas	In-person, mail, fax, online	30
Kentucky	In-person ¹³	30
Louisiana	In-person, mail, fax, email, online	30
Maine	In-person, mail	30
Maryland	In-person, mail, fax, online	30
Massachusetts	In-person, mail, fax	Other ¹⁴
Michigan	In-person, mail, fax, online	45
Minnesota	In-person, mail, fax, online	30 ¹⁵
Mississippi	In-person, mail, email	14
Missouri	In-person, mail, fax	15
Montana	In-person, mail, fax	30
Nebraska	In-person, mail, fax, email, online	30 ¹⁶
Nevada	In-person, mail, fax	30
New Hampshire	In-person, mail, fax, email, online, phone	30
New Jersey	In-person, mail	45
New Mexico	In-person, mail	14 ¹⁷
New York	In-person, mail	45 ¹⁸
North Carolina	In-person, mail	30
North Dakota	In-person, mail, fax, email, online	30 ¹⁹
Ohio	In-person, mail, fax, email, online ²⁰	30
Oklahoma	In-person, mail, fax, email, online	Other ²¹
Oregon	In-person, mail, online ²²	45
Pennsylvania	In-person, mail, fax, online	30
Rhode Island	In-person	Other ²³
South Carolina	In-person, mail, fax, email	15 ²⁴

Table 18. Application Procedures, 2013¹

State	Method for Submitting Application	Within How Many Days Applicant Must Be Notified of Eligibility After Submitting the Application
South Dakota	In-person, mail, fax, email, online	10 ²⁵
Tennessee	In-person, mail, fax, online ²⁶	30 ²⁷
Texas	In-person, mail, fax, email, online	20
Utah	In-person, mail, fax, online	30
Vermont	In-person, mail, fax	30
Virginia	In-person, mail, fax, online	30
Washington	In-person, mail, fax, online, phone ²⁸	30
West Virginia	In-person	Other ²⁹
Wisconsin	In-person, mail, fax, online	9 ³⁰
Wyoming	In-person, mail, fax	30
American Samoa	In-person, online	10 ³¹
Guam	In-person	10 ³²
No Mariana Islands	In-person	15
Puerto Rico	In-person	30
Virgin Islands	In-person ³³	Other ³⁴

Source: CCDF Policies Database October 1, 2013 Data

¹ Policies for initial application procedures are captured. Policies for submitting information during the redetermination process are not included.

² 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.

³ No face-to-face interview is required if the information needed for verifying identity and citizenship/legal residency status is already on file with the department or if the required information can be obtained through another method.

⁴ Once all required information has been received, the state has 45 days to either deny the application, approve the family for benefits, or place the application on the pending list.

⁵ In-person applications are submitted through a drop box at the facility.

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

⁷ The caseworker has 30 calendar days to determine eligibility, beginning the next business day after receipt of the application.

⁸ The initial application must be submitted in writing.

⁹ The application interview to establish eligibility must be arranged by staff as soon as possible but no later than 30 days after receipt of the signed and dated application and supporting documentation. When the application is denied, the agency must give timely notice of 10 days prior to the effective date of the denial action.

¹⁰ 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.

¹¹ The applicant is notified at the time of the appointment.

¹² 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.

- ¹³ 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.
- ¹⁴ 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.
- ¹⁵ The response time can be extended 15 days with the applicant's consent.
- ¹⁶ 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.
- ¹⁷ 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.
- ¹⁸ 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.
- ¹⁹ The application must be acted upon within 30 days unless there are extenuating circumstances, such as an applicant waiting for a provider to become licensed. If there are extenuating circumstances, the agency may respond within 45 days.
- ²⁰ Applicants may apply at locations, other than the department office, that are convenient and accessible for families.
- ²¹ The worker must determine eligibility within two working days of completing an interview and receiving all verification.
- ²² If the family is applying for SNAP and employment-related day care together, the online SNAP application may be used.
- ²³ Applicants receive timely notice, and the application must be completed within 30 days.
- ²⁴ 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.
- ²⁵ Eligibility is determined within 10 days and then a written notice is sent to the family.
- ²⁶ The online option for submitting the application is available if the individual is applying for TANF and child care.
- ²⁷ Child care for TANF families is approved during the TANF application processing period, which is limited to 45 days.
- ²⁸ Applicants may apply by telephone through the state's call center.
- ²⁹ 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.
- ³⁰ 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.
- ³¹ Eligibility determination must be made within 10 days and the applicant must be given notice, either hand delivered or mailed.
- ³² Eligibility is determined within 10 work days.
- ³³ Applicants are required to have an appointment with a subsidy counselor at the agency.
- ³⁴ Applicants make an appointment to submit paperwork and complete the application process. Eligibility is determined during that appointment.

Table 19. Information that Must be Verified with Documentation When Applying for CCDF Subsidies, 2013 ²

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

Table 19. Information that Must be Verified with Documentation When Applying for CCDF Subsidies, 2013 ²

State	Applicant Identity	Household Composition	Applicant's Relationship to Child	Employment ³	Income	Child's Immunization Record ⁴
New Hampshire	Yes	Yes	Yes	Yes	Yes	No
New Jersey	Yes	No	Yes	Yes	Yes	No
New Mexico	Yes	Yes	Yes	Yes	Yes	No
New York	Yes	Yes	Yes	Yes	Yes	No
North Carolina	No	No	No	No	Yes	No
North Dakota	Yes	Yes	Yes	Yes ²⁶	Yes	No
Ohio	No	No	No	Yes	Yes	No
Oklahoma	Yes	No ⁵	No	Yes	Yes ²⁷	No
Oregon	No ⁵	No ⁵	No ⁵	Yes	Yes	No ⁵
Pennsylvania	Yes	Yes	Yes	Yes	Yes	No
Rhode Island	--- ¹	--- ¹	Yes	Yes	Yes	--- ¹
South Carolina	No	No	No	Yes	Yes	No
South Dakota	No	No	Varies ²⁸	Yes	Yes	No
Tennessee	No	Yes	Yes	Yes	Yes	Varies ²⁹
Texas	Yes	No ⁵	Yes	Yes	Yes	No
Utah	Yes	No ⁵	Yes	Yes	Yes	No
Vermont	No	No	Varies ³⁰	Yes	Yes	No
Virginia	No	No	No	Yes	Yes ³¹	Varies ³²
Washington	Yes	No	Yes	Yes	Yes	No
West Virginia	Yes	No ⁵	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	Yes	Yes	Yes	Yes
No Mariana Islands	Yes	Yes	Yes	Yes	Yes	No
Puerto Rico	Yes	Yes	Yes	Yes	Yes	Yes
Virgin Islands	No	No	Varies ³³	Yes	Yes	Yes

Source: CCDF Policies Database October 1, 2013 Data

- ¹ Information not found in state's manual.
- ² 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.
- ³ This variable captures whether the family must verify employment, and may include documentation of the parent's work schedule or hours of employment.
- ⁴ 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.
- ⁵ The agency may require verification if the caseworker has reason to believe the client provided incorrect information.
- ⁶ Applicants with current or prior cash assistance cases or SNAP cases are exempt from identification verification since their information is already in the system.
- ⁷ Verification is not required for natural, step, or adoptive parents.
- ⁸ Applicants who have an open cash assistance, SNAP, or medical assistance case in the system are not required to provide documentation of income, if the income amount displayed in the system is within \$50 of the stated income amount on the child care application.
- ⁹ While not required for eligibility, the agency attempts to verify a valid Social Security Number for every household member for identification purposes.
- ¹⁰ 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.
- ¹¹ Policy coded for Non-CalWORKs Alternative Payment Program.
- ¹² Income is not verified for cases where eligibility is not based on income.
- ¹³ Documentation of immunization records is not required for children receiving services in licensed facilities or in public or private elementary schools.
- ¹⁴ 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.
- ¹⁵ Verification must be provided to either the child care provider or the county, as required by the county policy.
- ¹⁶ A condition is considered verified when the available evidence indicates that it is more likely to be true than not. The department does 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.
- ¹⁷ The agency may require verification if the child is in unregulated care and the caseworker has reason to believe the client provided incorrect information.
- ¹⁸ Documentation is not required if the child attends a regulated child care program, attends public school, or receives TANF benefits. Documentation is required for non-school-age children in informal child care settings.
- ¹⁹ Documentation to verify the identity of other children and adult members in the unit is required.
- ²⁰ The relationship to the child does not have to be verified, except for foster parents applying for care for a foster child.
- ²¹ Applicants receiving protective child care services, participating in the TANF work program, or receiving TANF are not required to verify income.

- ²² 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.
- ²³ With the exception of parental relationship, household composition does not need to be verified unless questionable.
- ²⁴ A declaration from the client is acceptable regarding unearned income, unless the client has a history of program abuse.
- ²⁵ TANF cash assistance case referrals from the department do not have to verify income. The income statement on the referral form is accepted.
- ²⁶ Job search hours must also be verified.
- ²⁷ 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, 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.
- ²⁸ Applicants who have accepted parental control must provide documentation.
- ²⁹ Documentation is not required for children placed in regulated care since licensed providers are required to document child immunizations.
- ³⁰ 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 primary caretaker is the legal guardian.
- ³¹ 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.
- ³² If the child is already enrolled in another program that requires immunization records, the documentation does not have to be verified.
- ³³ Applicants who are foster parents are required to have a letter documenting that they are the foster parent.

Table 20. Redetermination Requirements, 2013

State	Redetermination Period (in months) ²	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 ³
Alaska	6	Yes ⁴	10
Arizona	6	Yes	10 ⁵
Arkansas	6 ⁶	Yes	10
California	12 ⁷	Yes	14 ⁸
Colorado	12	Yes ⁹	11
Connecticut	8	Yes	10
Delaware	12 ¹⁰	Yes	10
DC	12	Yes	15
Florida	12 ¹¹	Yes	10 ¹²
Georgia	12	Yes	12 ¹³
Hawaii	6	Yes	10 ¹⁴
Idaho	6 ¹⁵	Yes	NA ¹⁶
Illinois	6 ¹⁷	Yes	10 ¹⁸
Indiana	6	Yes	10 ¹⁹
Iowa	6 ²⁰	Yes	10
Kansas	12	Yes	10 ²¹
Kentucky	12 ²²	Yes	10 ²³
Louisiana	12	Yes	5 ²⁴
Maine	12 ²⁵	Yes	12
Maryland	12	Yes	5 ²⁶
Massachusetts	12 ²⁷	Yes	14
Michigan	12 ²⁸	Yes ²⁹	11 ³⁰
Minnesota	6 ³¹	Yes	15
Mississippi	12 ³²	Yes	14
Missouri	12	Yes	Other ³³
Montana	6 ³⁴	Yes ³⁵	15 ³⁶
Nebraska	12	Yes ³⁷	10 ³⁸
Nevada	6 ³⁹	Yes	10
New Hampshire	12	Yes	10 ⁴⁰
New Jersey	12	Yes	10
New Mexico	6	Yes	14
New York	12	Yes	10 ⁴¹
North Carolina	12	Yes ⁴²	10
North Dakota	6	Yes	NA ¹⁶
Ohio	12	Yes	15 ⁴³
Oklahoma	6 ⁴⁴	Yes	10 ⁴⁵
Oregon	6 ⁴⁶	Yes	10

Table 20. Redetermination Requirements, 2013

State	Redetermination Period (in months) ²	If New Documentation is Required During Redetermination	Number of Days that Individuals Will Be Notified Prior to an Adverse Subsidy Change
Pennsylvania	6	Yes	10
Rhode Island	12 ⁴⁷	Yes	10 ⁴⁸
South Carolina	12 ⁴⁹	Yes	10
South Dakota	6 ⁵⁰	Yes	10
Tennessee	6 ⁵¹	Yes	10
Texas	12 ⁵²	Yes	15
Utah	6	Yes	1 ⁵³
Vermont	12	Yes ⁵⁴	30
Virginia	12	Yes ⁵⁵	10
Washington	12	Yes	10
West Virginia	6	Yes	13 ⁵⁶
Wisconsin	6	Yes	10 ⁵⁷
Wyoming	6	Yes	Other ⁵⁸
American Samoa	6	Yes	--- ¹
Guam	12	Yes ⁵⁹	15
No Mariana Islands	6	Yes	10
Puerto Rico	6	Yes	10
Virgin Islands	6	Yes	30 ⁶⁰

Source: CCDF Policies Database October 1, 2013 Data

¹ Information not found in state's manual.

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

³ 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.

⁴ Families seeking to continue participation past their initial child care authorization period must provide verification of any changes in their income or other eligibility factors for the next six-month authorization period. Families complete a new application and an interview, either in person or by telephone, at least annually.

⁵ 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.

⁶ Students must complete the redetermination process before the start of each new school semester.

⁷ 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.

⁸ If notification is mailed, the number of days is extended to 19 days.

⁹ 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.

¹⁰ Parents must complete an interim form every six months.

- ¹¹ Redetermination for protective services must be completed every six months. Each coalition must also conduct redetermination every six months for half of all other families receiving subsidies, using statistically valid random sampling to select families. Redetermination periods for the remaining families may vary by coalition, but must be completed at least every 12 months.
- ¹² Individuals are given 10 days notice prior to a decrease in benefits or other adverse action. If a family is removed from the program due to lack of funds, a notice is sent at least two weeks prior to disenrollment.
- ¹³ 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.
- ¹⁴ 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.
- ¹⁵ Redetermination is completed at least every six months. Redetermination is completed more often for protective service cases (every three months).
- ¹⁶ There is no requirement for notification.
- ¹⁷ Families must be redetermined every six months except when parents are enrolled in an education or training program that lasts less than six months or the family has a service plan that indicates the activity lasts less than six months. Families must be redetermined every 12 months when the children are in a collaborative child care arrangement between child care and early education providers. If the participant has not worked two full pay periods at the time of application or redetermination, redetermination is required in three months.
- ¹⁸ Individuals are given 10 calendar days notice when benefits are cancelled. Changes to copayments are implemented on the first of the month following notification of the change.
- ¹⁹ The rule applies to adverse actions, including a denial or termination of services, increased fees, or reduction of services.
- ²⁰ Families are certified for a period of up to six months. Families may have shorter certification periods depending on their need for child care.
- ²¹ Notification of a reduction in or termination of benefits must be mailed at least 10 days before the effective date of the action, but may be mailed up to 1 month and 10 days prior to the effective date of the action. Changes to benefits always take place on the first day of a month.
- ²² Redetermination for protection and permanency cases is every 6 months.
- ²³ Changes that increase benefits do not require advance notice. Changes that decrease benefits require 10 days notice.
- ²⁴ Notification is required within five work days.
- ²⁵ Full redetermination is done at 12 months. At six months, the family must indicate that the information on file is still correct.
- ²⁶ The family is entitled to five working-days notice, which does not include state holidays.
- ²⁷ 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, a natural disaster, etc.
- ²⁸ 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.
- ²⁹ Income must be verified at redetermination.
- ³⁰ 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.

³¹ Redetermination of eligibility for some high school students under the age of 21 is deferred beyond six months, not to exceed 12 months, to the end of the student's school year.

³² Redetermination of working parents' eligibility occurs in the months of February, March, April and May. Redetermination of a student parent's eligibility is established every semester or quarter. In addition to redetermination after 12 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.

³³ An increase in the copayment will take effect the month after the notice is sent. A decrease in copayment will take effect in the month the notice is sent.

³⁴ Recertification is conducted periodically, usually every six months.

³⁵ Parents must verify their employment and/or training program if the participant has changed jobs or it is a new semester. If the participant has not changed jobs, he or she must submit consecutive pay stubs for the previous 60 days of employment. Verification of child support must also be included.

³⁶ 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 15 calendar days prior to the adverse action.

³⁷ The parent must complete a new application reflecting his or her current situation.

³⁸ 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.

³⁹ Redetermination for minor students is required every school period (i.e. semester or quarter).

⁴⁰ 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.

⁴¹ 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.

⁴² Participants in the SNAP program do not have to provide new income documentation at redetermination.

⁴³ 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.

⁴⁴ 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.

⁴⁵ If there is an increase in benefits, advance notice is not required. If there is a decrease in benefits, advance notice of 10 days is generally required.

⁴⁶ 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.

⁴⁷ Certification periods cannot exceed 12 months. Income eligible families are subject to redetermination every 6 to 12 months depending on employment circumstances. For those with a 12-month certification period, a six-month interim report is required.

⁴⁸ 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.

⁴⁹ Child care is authorized for 26 weeks at a time for TANF recipients.

⁵⁰ 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 receive one year of continuous eligibility.

⁵¹ The redetermination period for TANF families is 12 months.

⁵² Policy coded for the Gulf Coast Region.

⁵³ The department must provide at least one day advance notice on most negative actions.

⁵⁴ Participants are required to provide current documentation of income, service need, residence, citizenship or legal alien status, and any change in family relationships prior to the authorization end date.

⁵⁵ Redetermination is conducted in the same manner as initial determination, except the parent does not have to complete a new affidavit of citizenship.

⁵⁶ 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.

⁵⁷ When benefits are reduced or terminated, the family is given at least 10 days notice.

⁵⁸ 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.

⁵⁹ Verification of employment, child support statements, school schedule, and immunization records must be submitted for redetermination as applicable.

⁶⁰ 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 21. If Families Receiving Different Types of Benefits/Services are Exempt from Redetermination, 2013

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	No	No
Colorado	Yes ³	NA ²	NA ³	NA ³
Connecticut	No	No	No	No
Delaware	No	No	No	No
DC	No	No	No	No
Florida	No	NA ²	No	No
Georgia	No	No	No	No
Hawaii	No	No	No	No
Idaho	No	No	No	No
Illinois	No	No	NA ⁴	NA ⁵
Indiana	No	No	No	No
Iowa	No	No	No ⁶	No
Kansas	No	No	No	No
Kentucky	No ⁷	No	NA ⁴	No ⁸
Louisiana	Yes	No	No	No
Maine	No	No	No	No
Maryland	No	No	NA ⁴	NA ⁵
Massachusetts	No	No	No	No
Michigan	No ⁹	No ⁹	No	No
Minnesota	No	No	NA ⁴	NA ⁵
Mississippi	Yes	No	Yes	Yes
Missouri	No	No	No	No
Montana	No	No	No	No
Nebraska	No	No	No	Yes ¹⁰
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 ¹¹	No	No ¹²	Yes ¹³
North Carolina	No	No	No	No
North Dakota	No	No	NA ⁴	NA ⁵
Ohio	No	No	No	No
Oklahoma	No	No	No	No
Oregon	No	No ¹⁴	No	NA ⁵
Pennsylvania	No ⁷	No ¹⁵	No	No
Rhode Island	No ¹⁶	No	No	No
South Carolina	No	No	No	No
South Dakota	No	No	No	No
Tennessee	No	No	No	No

Table 21. If Families Receiving Different Types of Benefits/Services are Exempt from Redetermination, 2013

State	TANF	SNAP	Foster Care	Child Protective Services
Texas	No	No	No	No
Utah	No	No	NA ⁴	No
Vermont	No	No	No	No
Virginia	No	No	NA ⁴	No
Washington	No	No	NA ⁴	NA ⁵
West Virginia	No	No	No	No
Wisconsin	No	No	No	NA ⁵
Wyoming	No	No	No	NA ⁵
American Samoa	NA ¹⁷	--- ¹	--- ¹	--- ¹
Guam	No	No	No	No
No Mariana Islands	NA ¹⁷	No ¹⁸	No	No
Puerto Rico	No	NA ¹⁹	No	No
Virgin Islands	No	No	No	No

Source: CCDF Policies Database October 1, 2013 Data

¹ Information not found in state's manual.

² Child care for SNAP clients is not provided under the state's primary child care subsidy program.

³ Child welfare child care is not funded through the state's CCDF program.

⁴ Foster child care is not provided under the state's primary child care subsidy program.

⁵ Child protective services child care is not provided under the state's primary child care subsidy program.

⁶ Only relative, non-licensed foster families receive child care through the CCDF program.

⁷ TANF applicants must complete redetermination with the department that determined their initial eligibility.

⁸ Child protective services applicants must complete redetermination with the department that determined their initial eligibility.

⁹ Redetermination periods for families participating in multiple programs are aligned so the families do not have to complete an additional redetermination for child care.

¹⁰ 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.

¹¹ Districts that have an online inquiry system can verify TANF recipients every 12 months through the system instead of the usual redetermination process.

¹² Policy coded for New York City. Foster parents are programmatically eligible for child care assistance without regard to income in New York City. State regulations do not require recertification for families who are programmatically eligible for child care assistance.

¹³ Policy coded for New York City.

¹⁴ 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.

¹⁵ SNAP applicants must complete redetermination with the department that determined their initial eligibility.

¹⁶ 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.

¹⁷ This territory or outlying area does not have a TANF program.

¹⁸ Nutrition assistance program participants are not exempt from redetermination.

¹⁹ Child care for families participating in the nutrition assistance program is not provided under the CCDF program.

Table 22. Reporting Changes in Income, Employment, or Family Circumstances, 2013

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	10	Yes	Yes, changes of \$200 or more monthly	Yes
Arizona	2	Yes	Yes, all changes	Yes
Arkansas	10	Yes ¹	Yes, all changes ¹	Yes ¹
California	5 ²	Yes	Yes, all changes	Yes
Colorado	Other ³	Yes ⁴	Other ⁵	Yes
Connecticut	10	Yes	Yes, all changes	Yes
Delaware	10	Yes	Yes, changes of \$75 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 ⁶	Yes
Idaho	Other ⁷	Yes	Other ⁸	Yes
Illinois	10	Yes	Yes, all changes	Yes
Indiana	10	Yes ⁹	No ¹⁰	Yes ¹¹
Iowa	10	Yes	Yes, all changes	Yes
Kansas	10	Yes ¹²	Yes, changes of \$101 or more monthly ¹³	Yes
Kentucky	10	Yes	Yes, all changes	Yes
Louisiana	10	Yes	Yes, changes of \$101 or more monthly ¹⁴	Yes
Maine	10	Yes	Yes, changes of \$100 or more monthly	Yes
Maryland	10	Yes	Yes, all changes	Yes
Massachusetts	14	Yes	Other ¹⁵	Yes
Michigan	10 ¹⁶	Yes	Yes, changes of \$51 or more monthly ¹⁷	Yes ¹⁸
Minnesota	10	Yes	Yes, all changes	Yes
Mississippi	10	Yes	Yes, all changes	Yes
Missouri	10	Yes	Yes, all changes	Yes
Montana	10 ¹⁹	Yes	Yes, all changes	Yes
Nebraska	10	Yes	Yes, all changes	Yes
Nevada	10	Yes	Yes, all changes ²⁰	Yes
New Hampshire	10	Yes	Yes, all changes	Yes
New Jersey	10	Yes	Yes, all changes	Yes
New Mexico	5	Yes	No	Yes
New York	Other ²¹	Yes	Yes, all changes	Yes
North Carolina	5	Yes	Yes, all changes	Yes

Table 22. Reporting Changes in Income, Employment, or Family Circumstances, 2013

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
North Dakota	10	No	Other ²²	Yes
Ohio	10	Yes	Yes, all changes	Yes
Oklahoma	10	Yes	Yes, all changes	Yes
Oregon	10 ²³	Yes ²⁴	Yes, all changes ²⁵	Yes ²⁶
Pennsylvania	10	Yes	No	Yes
Rhode Island	10	Yes	Yes, changes of \$100 or more monthly	Yes
South Carolina	10	Yes	Yes, all changes	Yes
South Dakota	10 ²⁷	Yes ²⁸	Yes, all changes ²⁸	Yes
Tennessee	10	Yes	Yes, all changes	Yes
Texas	10	Yes	Yes, all changes	Yes
Utah	10	No ²⁹	Other ³⁰	Yes ³¹
Vermont	10	Yes	Yes, all changes	Yes
Virginia	5	Yes	Other ³²	Yes
Washington	10 ³³	Yes	Other ⁸	Yes
West Virginia	5	Yes	No ³⁴	Yes
Wisconsin	10	Yes	Other ³⁵	Yes
Wyoming	10	Yes	Yes, all changes	Yes
American Samoa	10	Yes	Yes, changes of \$25 or more	Yes
Guam	10	Yes ³⁶	Yes, changes of \$25 or more	Yes
No Mariana Islands	10	Yes	Yes, all changes	Yes
Puerto Rico	10	Yes	Yes, all changes	Yes
Virgin Islands	10 ³⁷	Yes	Yes, all changes	Yes

Source: CCDF Policies Database October 1, 2013 Data

¹ The client must report any change that may affect eligibility.² Families must report changes in employment, income, and family size within five days, unless they receive care based on child protective services, risk of abuse, neglect, or exploitation, homelessness, or receipt of cash assistance.³ 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.⁴ 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.⁵ Participants must report and verify changes in income that exceed 85 percent of the state median income within 10 calendar days of the change.⁶ Changes in income only need to be reported when monthly gross income and the source of household income is in excess of 85 percent of the state median income.

- ⁷ Parents must report changes by the 10th day of the month following the month in which the change occurred.
- ⁸ Changes in income must be reported only if the change would cause countable income to exceed the maximum eligibility limit.
- ⁹ Only loss of employment must be reported.
- ¹⁰ When adding a household member with income, proof of current income for all CCDF household members must be provided.
- ¹¹ When adding an adult family member, the applicant must provide proof of identity and proof of service need. When adding an adult family member with income, income must be verified for all members. When adding a family member who is a child, the applicant must provide proof of identity and date of birth.
- ¹² Participants must verify a change in employer or termination of employment.
- ¹³ Changes must be reported when earned income increases or decreases by more than \$100 per month or when unearned income increases or decreases by more than \$50 per month. Families that do not qualify for aid based on income are not required to report changes in income until redetermination.
- ¹⁴ Changes in the household's gross monthly income of more than \$100 in earned income or \$50 in unearned income must be reported.
- ¹⁵ A significant change, defined as a 20 percent increase or decrease in total household income, must be reported.
- ¹⁶ Clients must report changes in circumstances that potentially affect eligibility or benefit amount.
- ¹⁷ Changes in rate of pay and changes in gross monthly income of more than \$50 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.
- ¹⁸ A telephone interview may be required to determine any needed verification when a person is added to the household.
- ¹⁹ Parents must report a change in provider within one business day.
- ²⁰ All earned income changes must be reported. Unearned income changes under \$50 within the last 30 days do not need to be reported.
- ²¹ The client must report changes immediately.
- ²² The applicant must report a change in income if it causes the household's monthly gross income, minus court-ordered child and spousal support, to exceed the highest income level for the household size.
- ²³ 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.
- ²⁴ 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.
- ²⁵ 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.
- ²⁶ 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.
- ²⁷ Most changes must be reported by the individual within 10 days. All changes in child care provider arrangements must be reported in writing within five days of the change.
- ²⁸ Changes of employment or income require documentation prior to the change being made.

²⁹ Parents only have to report if they are no longer meeting the minimum work requirement. The family must also report if a parent or child's schedule changes so that child care is no longer needed during the hours of approved employment or training activities.

³⁰ Changes in income have to be reported when gross income exceeds 70 percent of the state median income.

³¹ Household changes must be reported if a member is added to the household, including a parent, step-parent, spouse, or former spouse. Changes also have to be reported when marriages occur and when a child receiving care moves outside of the home.

³² Changes to the family's gross monthly income that cause the total amount to exceed the income eligibility threshold must be reported. Families must also report if they no longer have income.

³³ A change in providers must be reported within five days.

³⁴ 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.

³⁵ Changes must be reported if monthly income increases by at least \$250, decreases by \$100 or more, or if the increase in income will raise gross income above 200 percent of the Federal Poverty Guidelines.

³⁶ Clients must report a change in their source of income.

³⁷ The parent must notify the department of any change in family circumstances immediately but not later than 10 days from the occurrence.

Table 23. Maximum Hours Approved for Child Care Subsidies, 2013

State	Maximum Hours of Care Paid for By Subsidy	If Maximum Hours of Care Policy Differs for Part-Time Workers ²	If Travel Hours are Paid By the Subsidy	If Rest Hours are Paid by the Subsidy ³
Alabama	No maximum	NA	Yes, 8 hours weekly ⁴	No
Alaska	255 per month	No difference	Yes, 1 hour daily ⁵	Yes, 8 hours daily ⁶
Arizona	Varies ⁷	Yes ⁸	Yes, no explicit maximum/at caseworker's discretion	Yes, no explicit maximum/at caseworker's discretion
Arkansas	10 per day	No difference	Yes, 2 hours daily	Yes, no explicit maximum/at caseworker's discretion
California	No maximum	NA	Yes, 4 hours daily ⁹	Yes, 8 hours daily ¹⁰
Colorado	No maximum	NA	Yes, no explicit maximum/at caseworker's discretion ¹¹	Varies ¹²
Connecticut	280 per month ¹³	No difference	Yes, 1 hour daily ¹⁴	Yes, 4 hours daily ¹⁵
Delaware	No maximum	NA	Yes, no explicit maximum/at caseworker's discretion ¹⁶	Yes, 8 hours daily, if the subsidy is not needed during work hours
DC	No maximum	NA	Yes, 3 hours daily ¹⁷	No
Florida	No maximum	NA	Yes, no explicit maximum/at caseworker's discretion	Yes, no explicit maximum/at caseworker's discretion
Georgia	No maximum	NA	No	Yes, no explicit maximum/at caseworker's discretion, if the subsidy is not needed during work hours
Hawaii	No maximum	NA	Yes, other amount ¹⁸	Yes, no explicit maximum/at caseworker's discretion ¹⁹
Idaho	No maximum	NA	Yes, 12 hours monthly ²⁰	No
Illinois	No maximum	NA	Yes, no explicit maximum/at caseworker's discretion ²¹	Yes, 8 hours daily ²²
Indiana	No maximum	NA	Yes, 2 hours daily ²³	Yes, no explicit maximum/at caseworker's discretion, if the subsidy is not needed during work hours ²⁴

Table 23. Maximum Hours Approved for Child Care Subsidies, 2013

State	Maximum Hours of Care Paid for By Subsidy	If Maximum Hours of Care Policy Differs for Part-Time Workers ²	If Travel Hours are Paid By the Subsidy	If Rest Hours are Paid by the Subsidy ³
Iowa	Varies ²⁵	No difference	Yes, no explicit maximum/at caseworker's discretion ²⁶	Yes, other amount ²⁷
Kansas	215 per month ²⁸	No difference	Yes, 1 hour daily ²⁹	Yes, 6 hours daily ³⁰
Kentucky	18 per day	No difference	Yes, no explicit maximum/at caseworker's discretion ³¹	Yes, no explicit maximum/at caseworker's discretion, if the subsidy is not needed during work hours ³²
Louisiana	No maximum	NA	Yes, 1 hour daily	Yes, no explicit maximum/at caseworker's discretion, if the subsidy is not needed during work hours ³³
Maine	50 per week ³⁴	No difference	Yes, no explicit maximum/at caseworker's discretion	Yes, 8 hours daily ³⁵
Maryland	No maximum	NA	Yes, 1 hour daily ³⁶	No
Massachusetts	50 per week ³⁷	30 per week	Yes, 5 hours weekly ³⁸	Yes, other amount ³⁹
Michigan	40 per week ⁴⁰	No difference	No	Yes, 8 hours daily
Minnesota	60 per week ⁴¹	No difference	Yes, 2 hours daily	Yes, no explicit maximum/at caseworker's discretion ⁴²
Mississippi	84 per week ⁴³	No difference	Yes, 1 hour daily ⁴⁴	No
Missouri	No maximum	NA	Yes, 2 hours daily ⁴⁵	Yes, 8 hours daily ⁴⁶
Montana	20 per day ⁴⁷	No difference	Yes, no explicit maximum/at caseworker's discretion ⁴⁶	No
Nebraska	60 per week ⁴⁸	No difference	Yes, no explicit maximum/at caseworker's discretion ⁴⁹	Yes, 8 hours daily
Nevada	14 per day ⁵⁰	No difference	Yes, 2 hours daily	Yes, 8 hours daily ⁵¹
New Hampshire	No maximum	NA	Yes, no explicit maximum/at caseworker's discretion	Yes, 8 hours daily ⁵²
New Jersey	No maximum	NA	No ⁵³	Yes, no explicit maximum/at caseworker's discretion ⁵⁴

Table 23. Maximum Hours Approved for Child Care Subsidies, 2013

State	Maximum Hours of Care Paid for By Subsidy	If Maximum Hours of Care Policy Differs for Part-Time Workers ²	If Travel Hours are Paid By the Subsidy	If Rest Hours are Paid by the Subsidy ³
New Mexico	No maximum	NA	Yes, no explicit maximum/at caseworker's discretion	No
New York	No maximum	NA	Yes, no explicit maximum/at caseworker's discretion ⁵⁵	No ⁵⁶
North Carolina	No maximum	NA	Yes, no explicit maximum/at caseworker's discretion ⁵⁷	Yes, no explicit maximum/at caseworker's discretion
North Dakota	No maximum	NA	Yes, other amount ⁵⁸	Yes, 6 hours daily
Ohio	No maximum	NA	Yes, 4 hours daily ⁵⁹	Yes, 8 hours daily
Oklahoma	No maximum	NA	Yes, no explicit maximum/at caseworker's discretion ²¹	Yes, 8 hours daily, if the subsidy is not needed during work hours ⁶⁰
Oregon	323 per month	No difference	Yes, other amount ⁶¹	Yes, 5 hours daily ⁶²
Pennsylvania	No maximum	NA	Yes, no explicit maximum/at caseworker's discretion	Yes, no explicit maximum/at caseworker's discretion ⁶³
Rhode Island	No maximum	NA	Yes, 1 hour daily ⁶⁴	--- ¹
South Carolina	No maximum	NA	Yes, 1 hour daily ⁶⁴	Yes, 8 hours daily
South Dakota	210 per month	No difference	Yes, no explicit maximum/at caseworker's discretion ⁶⁵	Yes, 8 hours daily ⁶⁶
Tennessee	No maximum	NA	Yes, no explicit maximum/at caseworker's discretion	No
Texas	18 per day	No difference	Yes, no explicit maximum/at caseworker's discretion	No ⁶⁷
Utah	172 per month	No difference	Yes, no explicit maximum/at caseworker's discretion ⁶⁸	Yes, 6 hours daily, if the subsidy is not needed during work hours ⁶⁹
Vermont	No maximum	NA	Yes, 2 hours daily	Yes, 8 hours daily
Virginia	60 per week ⁷⁰	No difference	Yes, no explicit maximum/at caseworker's discretion	Yes, no explicit maximum/at caseworker's discretion ⁷¹
Washington	16 per day	No difference	Yes, no explicit maximum/at caseworker's discretion	Yes, 8 hours daily

Table 23. Maximum Hours Approved for Child Care Subsidies, 2013

State	Maximum Hours of Care Paid for By Subsidy	If Maximum Hours of Care Policy Differs for Part-Time Workers ²	If Travel Hours are Paid By the Subsidy	If Rest Hours are Paid by the Subsidy ³
West Virginia	No maximum	NA	Yes, no explicit maximum/at caseworker's discretion ¹⁶	Yes, 8 hours daily ⁷²
Wisconsin	75 per week	No difference	Yes, no explicit maximum/at caseworker's discretion	Yes, other amount ⁷³
Wyoming	16 per day ⁷⁴	No difference	Yes, 1 hour daily	No
American Samoa	No maximum	NA	--- ¹	--- ¹
Guam	No maximum	NA	Yes, 1 hour daily	No
No Mariana Islands	9 per day	No difference	Yes, 1 hour daily	Yes, 9 hours daily, if the subsidy is not needed during work hours
Puerto Rico	No maximum	NA	Yes, 3 hours daily	--- ¹
Virgin Islands	No maximum	NA	No	No

Source: CCDF Policies Database October 1, 2013 Data

¹ Information not found in state's manual.

² The column captures the maximum amount of care that may be authorized for parents working part time. It does not capture the general definition of part-time care.

³ Rest hours apply for individuals' with work shifts that cross over midnight. In this case, states may choose to pay for subsidized care while the parent rests during the day.

⁴ Reasonable travel time cannot exceed eight hours per week or the applicant's actual travel time.

⁵ Travel time is allowed for up to a half-hour before and a half-hour after the eligible activity. However, if the parent uses public transportation, or travels more than 30 miles from the provider, he or she may seek authorization to increase the allowed travel time up to one hour before and one hour after the activity.

⁶ Sleep time is limited to eight hours before or after the parent works a night shift that requires a minimum of six work and travel hours between 8 pm and 6 am.

⁷ Families are authorized for a maximum of 23 full or part-day units of care per month, based on the client's child care needs.

⁸ If a parent is participating in fewer than 20 hours of authorized activities per week, he or she can be authorized for a maximum of 11 full-day or 23 part-day units of care per month.

⁹ Travel hours cannot exceed half of the weekly hours authorized for approved activities, up to a maximum of four hours per day.

¹⁰ If the parent is employed any time between 10 pm and 6 am, maximum rest hours cannot exceed the number of hours authorized for employment and travel between those hours.

- ¹¹ Counties may opt to set a specific policy regarding the amount of travel time allowed.
- ¹² The policy is determined at the county level.
- ¹³ There is also a maximum of 12 hours per day and of 65 hours per week.
- ¹⁴ Travel time is limited to a maximum of one hour per day unless the parent verifies that additional time is needed.
- ¹⁵ Care is not authorized between 11 pm and 7 am if the child care provider is a person who resides in the same home as the child, unless the child is less than three years of age or has special needs.
- ¹⁶ The amount of travel time is determined on a case-by-case basis.
- ¹⁷ Travel time may be approved for 1.5 hours each way.
- ¹⁸ Travel time is authorized in accordance with the amount of care or child care rate payment the family qualifies for: full-time, two-thirds care, one-third care, or casual care.
- ¹⁹ Rest hours are approved on a case-by-case basis.
- ²⁰ Care is authorized for 12 hours per month, or three hours per week.
- ²¹ The amount of travel time must be reasonable based on the parent's situation and is determined on a case-by-case basis.
- ²² If a parent works five hours or more during the third shift (defined as the hours from 11 pm to 7 am), care may be authorized during daytime hours in order for the parent to sleep if all other income and eligibility requirements are met and if the child for whom care is requested is age six or under, or during days when a school-age child is not attending school. Care can be authorized only on days that follow an overnight work schedule.
- ²³ Care is paid for as needed to cover actual travel time to and from an activity that confers need for child care.
- ²⁴ The amount of rest hours authorized must correspond with the family's documented service need.
- ²⁵ 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, up to five hours each, may be approved in a 24-hour period.
- ²⁶ Care is authorized for travel time between the child care provider's location and the parent's place of employment or school. There is no limit on travel time.
- ²⁷ Care for sleep during daytime hours may be authorized if the parent works at least six hours between 8pm and 6am and there is no other parent in the home or the other parent meets the need for service during the daytime hours. If the parent requests care for both work time and sleep time one half-day unit may be approved. If the parent requests care only for the sleep time, two half-day units may be approved.
- ²⁸ 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.
- ²⁹ The state suggests a maximum of 30 minutes of travel time each way. More time may be approved on a case-by-case basis.
- ³⁰ Sleep time may be approved when the majority of hours are worked between 9 pm and 7 am. The state recommends a maximum of 6 hours of sleep time per day be approved.

- ³¹ Child care authorization must accommodate commuting time.
- ³² Care is authorized for non-work hours as long as the amount of child care assistance does not exceed the amount of assistance that would be granted during employment. There is no maximum for the number of rest hours, but care is generally not approved for more than 8 hours per day.
- ³³ If the parent works nights and does not receive child care paid for by the subsidy program while working, payments can be made for sleep time.
- ³⁴ Exceptions can be approved on a case-by-case basis by the department supervisor.
- ³⁵ Children cannot remain in care longer than 18 hours within a 24-hour period.
- ³⁶ More time can be allowed if the client produces documentation of need for more travel time.
- ³⁷ Applicants who participate in approved activities for at least 30 hours each week are eligible to receive up to 50 hours of care each week at any one placement.
- ³⁸ Before travel time may be added to an applicant's service need, the applicant must establish a minimum of at least 20 hours in an approved activity. For the purposes of establishing the minimum 20 hours of service need, the travel time is not an approved activity. Up to five hours each week may be authorized for travel time.
- ³⁹ Parents working at least 30 hours per week will be authorized for full-time care and parents working between 20 and 30 hours per week will be authorized for part-time care. Care for rest hours can count towards the amount of authorized care.
- ⁴⁰ The maximum number of hours of care that can be authorized is 80 hours biweekly per child.
- ⁴¹ The maximum number of hours of care allowed is 120 per child every two weeks. The maximum payment to an individual unlicensed provider is 50 hours per week. The maximum payment to an individual licensed provider is the maximum weekly rate.
- ⁴² Care is authorized for non-work hours as long as the amount of child care assistance does not exceed the amount of assistance that would be granted during employment.
- ⁴³ Care in excess of 24 hours must be due to the nature of the parents' work, education, or training.
- ⁴⁴ Travel time is covered for a maximum of 30 minutes each way.
- ⁴⁵ Travel time is authorized based on the reasonable need of the parent, but cannot exceed one hour each way, from the child care provider to work, job training, or other activity, and from work, job training, or other activity to the child care provider. More than 2 hours may be approved for parents traveling to more than one eligible activity in a day.
- ⁴⁶ Care may be authorized if the parent works any part of a shift that is between 10 pm and 6 am.
- ⁴⁷ Twenty-four-hour care is paid as two full-time days.
- ⁴⁸ 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.
- ⁴⁹ The amount of time approved for travel to and from work is decided on a case-by-case basis. Travel time may be approved for more than two hours per day when needed, if the caseworker determines the potential earnings would exceed the total cost of care.
- ⁵⁰ A child in care for more than 14 hours in a 24-hour period may be referred to CPS.

- ⁵¹ Care is authorized for clients who work midnight shifts when there is no other parent or caretaker available during that period. Rest hours are only allowed for parents of non-school-age children unless they are on summer or track break.
- ⁵² Rest hours may be covered if the individual worked any four hours of the previous day between 10 pm and 6 am and the child would otherwise be without supervision.
- ⁵³ Travel time to and from the provider is covered for TANF recipients, up to 90 minutes each way between the provider and the parent's work activity.
- ⁵⁴ Full-time care is approved for families that meet the minimum work hour requirement. The amount of care approved may be used to cover work activities and sleep time as needed.
- ⁵⁵ A reasonable amount of time is allowed for travel between the child care site and the work or activity site. A maximum of three hours of travel time is allowed for training activities.
- ⁵⁶ Policy coded for New York City. Districts have the option to authorize up to eight hours of child care to enable a parent or caretaker who works a second or third shift to sleep.
- ⁵⁷ Travel time is factored in when determining hours of care needed. The amount of travel time approved is determined on a case-by-case basis.
- ⁵⁸ For all activities except searching for a job, an additional 25 percent of the caretakers' allowable weekly activity hours will be added to their hours to allow for travel time and lunch breaks.
- ⁵⁹ Travel time is paid for up to 4 hours round trip.
- ⁶⁰ Night work hours are defined as the hours between 11 pm and 7 am. Care may be authorized for a maximum of eight hours plus regional travel time.
- ⁶¹ The system adds 25 percent to work hours to account for travel and meal time.
- ⁶² Care is authorized if the caretaker works an overnight shift and care is necessary for both work and sleep hours. This would ordinarily not apply during the school year for school-age children. Sleep hours cannot be authorized for two-parent households.
- ⁶³ Care is authorized for sleep time when the work shift ends between 12 am and 9 am. The caseworker determines the amount of time approved based on the amount of time needed. There is no maximum for the number of rest hours that may be approved, but care is generally approved for either a full-time or part-time unit.
- ⁶⁴ Additional travel time may be authorized if there is a documented need.
- ⁶⁵ The amount of travel time is determined on a case-by-case basis. Generally, one half hour each way can be allowed for travel time; however, there may be situations that require more or less travel time depending on the location of the provider and the applicant's place of employment.
- ⁶⁶ Child care for sleep time is limited to eight hours per day if the applicant works at least six hours between the hours of 6 pm and 8 am.
- ⁶⁷ Policy coded for the Gulf Coast Region.
- ⁶⁸ Additional time for travel may be included on a case-by-case basis when circumstances create a hardship for the client to complete approved activities. The distance must be at least one hour in each direction.
- ⁶⁹ Child care services may be authorized for the graveyard shift or during the day for sleep time, but not for both. The amount of care cannot exceed the number of actual work hours. In a two-parent household, the other parent must participate in an approved activity during the hours that sleep time is authorized.

⁷⁰ 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 60 hours a week, payment will be made.

⁷¹ Care can be authorized in situations where the parent works non-traditional hours and must sleep for some of the hours while the children are awake. The total number of hours covered cannot exceed that which would have been needed for work only.

⁷² Parents who work at night may be approved for a maximum of eight additional hours of sleep time. However, children cannot remain in care longer than 18 hours within a 24-hour period.

⁷³ When parents need care during rest time, care may be authorized for a maximum of 75 hours per week. This includes both rest and non-rest hours.

⁷⁴ Child care may be authorized for more than 16 hours if overnight travel is required for the parent to maintain or accept employment.

Table 24. Care During Breaks in Activities, 2013

State	If Care May be Approved for School Breaks for Parents who are Students ²	If Care May be Approved for Maternity Leave ³
Alabama	No	No ⁴
Alaska	No ⁵	No
Arizona	No	No
Arkansas	Varies ⁶	Yes, 6 weeks
California	No	No ⁷
Colorado	Varies ⁸	Yes, 12 weeks
Connecticut	No	Yes, 6 weeks, if job will be available upon return ⁹
Delaware	No	No
DC	Varies ¹⁰	Yes, 12 weeks, if job will be available upon return
Florida	Yes, 60 days ¹¹	Yes, 60 days
Georgia	No ¹²	No
Hawaii	Varies ¹³	Yes, 6 weeks, if job will be available upon return
Idaho	Yes, 1 month if child will lose slot in child care program ¹⁴	No
Illinois	Yes, 30 days	Yes, 12 weeks, if job will be available upon return ¹⁵
Indiana	No ¹⁶	Yes, 13 weeks, if job will be available upon return
Iowa	No	No
Kansas	No ¹⁷	No
Kentucky	No ¹⁸	Yes, 6 weeks, if job will be available upon return
Louisiana	No ¹⁹	No ¹⁹
Maine	Yes, paid for entire break ²⁰	Yes, 2 weeks ²¹
Maryland	Yes, 30 days	Yes, 30 days
Massachusetts	Yes, 6 weeks ²²	Yes, 12 weeks
Michigan	No	No
Minnesota	Varies ²³	No
Mississippi	No	Yes, 6 weeks
Missouri	Yes, 30 days ²⁴	Yes, 30 days, if job will be available upon return ²⁴
Montana	No ²⁵	No
Nebraska	No	No
Nevada	No	No
New Hampshire	Varies ²⁶	Yes, 6 weeks
New Jersey	Varies ²⁷	No ²⁸
New Mexico	No ²⁹	No ³⁰
New York	No ³¹	No

Table 24. Care During Breaks in Activities, 2013

State	If Care May be Approved for School Breaks for Parents who are Students ²	If Care May be Approved for Maternity Leave ³
North Carolina	Varies ³²	Yes, 8 weeks, if job will be available upon return ³³
North Dakota	Yes, 31 days ³⁴	No
Ohio	No	No
Oklahoma	No	No
Oregon	No	No
Pennsylvania	Yes, 30 days	Yes, 12 weeks
Rhode Island	--- ¹	Yes, 21 days, if job will be available upon return ³⁵
South Carolina	Varies ³⁶	Yes, no explicit maximum/at caseworker's discretion, if job will be available upon return
South Dakota	No	Yes, 30 days ³⁷
Tennessee	Varies ³⁸	Yes, 6 weeks
Texas	No	Yes, 60 days, if job will be available upon return
Utah	No ³⁹	No
Vermont	Yes, other amount ⁴⁰	Yes, 12 weeks ⁴¹
Virginia	Yes, 1 month if child will lose slot in child care program ⁴²	No
Washington	No	No
West Virginia	Yes, 15 days ⁴³	No ⁴⁴
Wisconsin	No	Yes, 6 weeks, if job will be available upon return ⁴⁵
Wyoming	No	No
American Samoa	--- ¹	--- ¹
Guam	No ⁴⁶	No ⁴⁷
No Mariana Islands	No	Yes, 45 days
Puerto Rico	--- ¹	Yes, amount not specified ⁴⁸
Virgin Islands	Yes, 60 days	Yes, 60 days

Source: CCDF Policies Database October 1, 2013 Data

¹ Information not found in state's manual.² School breaks include summer, holidays, or other periods of time when classes are not in session for parents who are students. This variable does not capture school breaks for the family's children.³ Maternity leave applies to working parents or guardians who are temporarily not working due to the birth of a child. This table does not capture policies for parents who are physically incapacitated (see Table 5).⁴ Parents may request to suspend services for up to 90 days so that they do not need to reapply for services.⁵ Care is only approved when parents are participating in eligible activities.⁶ Full-time students are eligible for care during all school breaks, except summer if the student is not attending school.

- ⁷ Child care contractors may, but are not required to, allow up to 16 weeks of limited term service leave during which time subsidies are not authorized, but the family is not disenrolled from the subsidy program.
- ⁸ Colorado allows for child care during school breaks if the child care arrangements would otherwise be lost, but the actual policy is determined at the county level.
- ⁹ The parent must verify that child care assistance is needed to prevent the loss of a slot in a licensed child care setting.
- ¹⁰ Young parents under age 26 living with a parent, guardian, or relative and who are in high school or GED activities can receive care during the summer if it is already provided during the school year, regardless of school and work status.
- ¹¹ Parents are still eligible for care as full-time students during summer programs with reduced credit hours as long as they are still classified as full-time students by the institution.
- ¹² Care may be authorized during school breaks if the parent meets the minimum work hours requirement during the break.
- ¹³ Care during school breaks may or may not be authorized depending on the amount of care the family qualifies for, full-time, two-thirds care, one-third care, or casual care.
- ¹⁴ Care will be paid for a maximum of one month if the child care arrangements would otherwise be lost.
- ¹⁵ Child care services are approved for the length of the maternity leave or 12 weeks, whichever is less.
- ¹⁶ Care may be classified as approved leave during breaks in school for up to 16 weeks, provided the applicant plans to return to school at the end of the break. If the parent is a junior or senior high school parent, approved leave is possible for up to 16 weeks. Services are not paid for periods of approved leave.
- ¹⁷ Care is authorized for summer breaks for a teen parent if he or she is employed and plans to return to school in the fall.
- ¹⁸ Care may be approved during school breaks for time a teen parent is working. The teen parent is not required to meet the minimum work hour requirement.
- ¹⁹ If the parent is temporarily unemployed or not enrolled in a job training or education program, the household remains eligible, but no payments are made, for up to six weeks if the individual is scheduled to return to the same employment, educational, or job training program.
- ²⁰ A student must be enrolled for benefits to continue.
- ²¹ The enrollment period includes 12 weeks of maternity leave, but payments are limited to only 2 weeks during the 12 weeks of maternity leave.
- ²² Care can be approved for a maximum of 6 weeks when the parent attended the previous semester of school and is enrolled for the next semester.
- ²³ Care during breaks is intended for full-time students attending a full-time education or training program. The student must be expected to return to school full time after breaks. If education is the only authorized activity, then care will be suspended for breaks lasting longer than 15 days. However, if the break lasts longer than 15 days and there is another authorized activity, the number of hours authorized for care will be reduced.
- ²⁴ Thirty-day child care extensions during breaks in eligible activities are limited to two per calendar year.
- ²⁵ Teen parents may maintain eligibility for child care if they meet the work requirement during summer break.
- ²⁶ Payments will only be made if the child would lose his or her slot in the child care program, and payments cannot exceed 30 days in a 12-month period. Care is not authorized during summer break.
- ²⁷ Care is approved for breaks during the semester, but summer breaks and breaks between semesters are not covered.
- ²⁸ A child care slot can be held for 60 to 90 days during a leave of absence, but subsidy payments will not be made during that time.
- ²⁹ The family may request a temporary suspension of benefits, not to exceed three months, without losing eligibility.

- ³⁰ Families may request suspension of benefits for up to three months. The case may be suspended for longer than three months if there are additional documented complications for either the mother or the child.
- ³¹ Policy coded for New York City. Districts have the option to provide child care services during a break in approved activities for a period not to exceed two weeks, or one month if child care arrangements would otherwise be lost. For TANF families, this policy is not optional. There is no maximum number of breaks per year.
- ³² Temporary breaks are generally covered if the parent will return to an approved activity. Extended breaks, such as summer breaks, are generally not covered, but the local purchasing agency may choose to pay for child care for an extended period of time or discontinue payment during the extended period and reinstate payment when the parent returns to the activity.
- ³³ In order to extend services for a parent on maternity leave who will be out for more than 30 days before returning to work, it must be documented in the client's case record.
- ³⁴ Care is paid for a caretaker who has a school break of less than a full calendar month if the provider charges for time during the break.
- ³⁵ Care may be authorized during approved leave from work for a maximum of 21 days. Absences beyond 21 days must be reported and may affect eligibility.
- ³⁶ Care is approved for the entire break for temporary breaks. Care is not authorized for summer breaks unless the parent is employed.
- ³⁷ Thirty days of continued assistance can be allowed for maternity leave beginning the date of the birth of the baby.
- ³⁸ Teen parents must be in a summer program to receive care during the summer months. They may work, attend full-time summer school, or volunteer for self-improvement or training programs. Teen parent program clients continue to receive care during summer breaks, and there are no work or school requirements.
- ³⁹ If child care services were provided at the beginning of the month, the parent is eligible for child care for the duration of the month.
- ⁴⁰ School breaks are paid for up to two pay periods.
- ⁴¹ Reasonable time off is allowed to care for dependent children in instances such as death, illness, birth, or adoption. The parent must have received full-time child care services for at least a year.
- ⁴² Care can be authorized for up to one month during a break in employment or training if a subsequent activity is scheduled to begin within that period and if child care arrangements would otherwise be lost. Child care payments may be suspended for up to three months if a temporary interruption in child care is necessary and the interruption can be resolved within three months.
- ⁴³ If a school break exceeds 45 days, the client must select another activity in order to continue receiving child care assistance. The agency will only pay for care for 15 days of the school break period.
- ⁴⁴ Care is not authorized for maternal or paternal leave, but it can be authorized for physician-ordered bed rest.
- ⁴⁵ Authorization for care is based on enrollment with a particular provider. Care is not authorized for attendance-based
- ⁴⁶ Care is temporarily suspended during the school break.
- ⁴⁷ Care is temporarily suspended during maternity leave.
- ⁴⁸ Care is authorized for maternal leave that is in accordance with the employer's policies.

Table 25. Priority Policies for Different Groups, 2013 ¹

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 CPS
Alabama	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	NA	Varies ²	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed
Alaska	Subsidy guaranteed	Priority over other children, subsidy not guaranteed ³	Income equal to or less than 55 percent of the State Median Income standard	Same priority as other CCDF-eligible children	Subsidy guaranteed ⁴	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 ⁵	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 ⁶	Income at or below 40 percent of the State Median Income standard	Subsidy guaranteed	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Subsidy guaranteed
California	Varies ⁷	Priority over other children, subsidy not guaranteed ⁸	Income at or below 40 percent of the State Median Income standard ⁹	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children ⁹	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed ¹⁰
Colorado	Priority over other children, subsidy not guaranteed	Varies ¹¹	Income below 130 percent of the Federal Poverty Guidelines	Varies ¹²	Varies ¹²	Varies ¹²	NA ¹³
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 ¹⁴	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children

Table 25. Priority Policies for Different Groups, 2013 ¹

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 CPS
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	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Subsidy guaranteed
Florida	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	NA	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed ¹⁵	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed ¹⁶
Georgia	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	NA	Varies ¹⁷	Priority over other children, subsidy not guaranteed	Varies ¹⁸	Priority over other children, subsidy not guaranteed
Hawaii	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed ¹⁹	Income below 100 percent of the Federal Poverty Guidelines	Varies ²⁰	Priority over other children, subsidy not guaranteed ¹⁹	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed ¹⁹
Idaho	NA ²¹	NA ²¹	NA ²¹	NA ²¹	NA ²¹	NA ²¹	NA ²¹
Illinois	NA ²¹	NA ²¹	NA ²¹	NA ²¹	NA ²¹	NA ²¹	NA ²²
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 ²³	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed

Table 25. Priority Policies for Different Groups, 2013¹

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 CPS
Iowa	Varies ²⁴	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 ²⁵	Subsidy guaranteed	Same priority as other CCDF-eligible children	Subsidy guaranteed
Kentucky	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	NA	Priority over other children, subsidy not guaranteed ²⁶	Same priority as other CCDF-eligible children	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 ²⁷	Same priority as other CCDF-eligible children	Subsidy guaranteed ²⁸
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

Table 25. Priority Policies for Different Groups, 2013¹

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 CPS
Maryland	Varies ²⁹	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 ²²
Massachusetts	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	NA	Subsidy guaranteed ³⁰	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	Subsidy guaranteed ³¹
Michigan	NA ²¹	NA ²¹	NA ²¹	NA ²¹	NA ²¹	NA ²¹	NA ²¹
Minnesota	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	NA	Subsidy guaranteed ³²	Subsidy guaranteed	Same priority as other CCDF-eligible children	NA ²²
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
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 ³³	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
Nebraska	NA ²¹	NA ²¹	NA ²¹	NA ²¹	NA ²¹	NA ²¹	NA ²¹

Table 25. Priority Policies for Different Groups, 2013¹

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 CPS
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 ³⁴	Same priority as other CCDF-eligible children	Subsidy guaranteed
New Jersey	Priority over other children, subsidy not guaranteed ³⁵	Priority over other children, subsidy not guaranteed ³⁵	Income at or below 150 percent of the Federal Poverty Guidelines	Subsidy guaranteed ³⁵	Subsidy guaranteed ³⁵	Priority over other children, subsidy not guaranteed ³⁵	Subsidy guaranteed
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 ³⁶	Subsidy guaranteed	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed

Table 25. Priority Policies for Different Groups, 2013¹

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 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 ²¹	NA ²¹	NA ²¹	NA ²¹	NA ²¹	NA ²¹	NA ²²
Ohio	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	Subsidy guaranteed
Oklahoma	NA ²¹	NA ²¹	NA ²¹	NA ²¹	NA ²¹	NA ²¹	NA ²¹
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 ²²
Pennsylvania	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	NA	Varies ³⁷	Subsidy guaranteed ³⁸	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
Rhode Island	NA ²¹	NA ²¹	NA ²¹	NA ²¹	NA ²¹	NA ²¹	NA ²¹
South Carolina	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed	Income below 150 percent of the Federal 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	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed ³⁹
Tennessee	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	Subsidy guaranteed
Texas	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	NA	Varies ⁴⁰	Subsidy guaranteed	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed

Table 25. Priority Policies for Different Groups, 2013 ¹

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 CPS
Utah	NA ²¹	NA ²¹	NA ²¹	NA ²¹	NA ²¹	NA ²¹	NA ²¹
Vermont	NA ²¹	NA ²¹	NA ²¹	NA ²¹	NA ²¹	NA ²¹	NA ²¹
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 ⁴¹
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 ²²
West Virginia	NA ²¹	NA ²¹	NA ²¹	NA ²¹	NA ²¹	NA ²¹	NA ²¹
Wisconsin	NA ²¹	NA ²¹	NA ²¹	NA ²¹	NA ²¹	NA ²¹	NA ²²
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 ²²
American Samoa	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed ⁴²	Income at or below 50 percent of the State Median Income	NA ⁴³	NA ⁴³	NA ⁴³	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	Priority over other children, subsidy not guaranteed
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 ⁴³	NA ⁴³	NA ⁴³	Same priority as other CCDF-eligible children

Table 25. Priority Policies for Different Groups, 2013¹

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 CPS
Puerto Rico	Priority over other children, subsidy not 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 Median Income	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed

Source: CCDF Policies Database October 1, 2013 Data

¹ 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.

² The subsidy is guaranteed if the family is enrolled in the TANF work program and a referral is sent by the family's caseworker.

³ Parents who are lowest on the income scale and working or attending school receive higher priority.

⁴ A child whose parents left TANF within the last 12 months because of employment is exempt from a wait list, if established.

⁵ There are varying priority levels depending on income.

⁶ Low-income families who qualify for copayment exemptions are given higher priority.

⁷ Policy coded for Non-CalWORKs Alternative Payment Program. If two or more families have the same income rank, families with children with exceptional needs are admitted first.

⁸ Policy coded for Non-CalWORKs Alternative Payment Program. Among families who are eligible for child care subsidy based on income, families are admitted to the program according to income ranking, with priority going in order from the lowest ranking to the highest ranking.

⁹ Policy coded for Non-CalWORKs Alternative Payment Program.

¹⁰ Policy coded for Non-CalWORKs Alternative Payment Program. First priority is given to children receiving child protective services or at risk of abuse, neglect, or exploitation.

¹¹ 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.

- ¹² 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.
- ¹³ Child welfare child care is not funded through the state's CCDF program.
- ¹⁴ The policy applies to parents receiving TANF who are employed.
- ¹⁵ This priority is given to children who have not yet started kindergarten and are not enrolled concurrently in Pre-K and Head Start.
- ¹⁶ This priority is given to children under the age of nine who are not enrolled concurrently in Pre-K and Head Start.
- ¹⁷ Applicants participating in TANF job search or work activities are given priority.
- ¹⁸ Families are considered at risk of becoming dependent on TANF if they have submitted a TANF application. Families may receive TANF-related services while the application is pending. Priority for child care assistance is given to families with pending applications if they are participating in TANF job search or work activities.
- ¹⁹ Families with the least amount of monthly income are given first priority within the priority group.
- ²⁰ 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.
- ²¹ All CCDF-eligible children receive the same priority.
- ²² Child protective services child care is not provided under the state's primary child care subsidy program.
- ²³ 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.
- ²⁴ 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.
- ²⁵ Families participating in the TANF work program and receiving TANF or SNAP benefits are provided child care benefits without being placed on a waiting list.
- ²⁶ Applicants are given priority if they are working or participating in work preparation activities.
- ²⁷ Families who lose TANF eligibility due to increased income are given priority.
- ²⁸ Children are guaranteed subsidized child care if it is part of the approved family services plan.
- ²⁹ Primary consideration within each priority group is given to children with special needs.
- ³⁰ 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.

- ³¹ 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 at a supervisory progress review.
- ³² In addition to TANF cash assistance, families in the four-month TANF work program can receive care for those four months.
- ³³ 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.
- ³⁴ Children are given priority if TANF assistance ended within the last 90 days.
- ³⁵ Priority for subsidies is ranked according to three income-based tiers, A, B, and C. Tier A is given first priority and consists of families with income at or below 150 percent of the Federal Poverty Guidelines, followed by Tier B for families with income from 151 to 175 percent of the Federal Poverty Guidelines, and finally, Tier C for families with income from 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.
- ³⁶ 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.
- ³⁷ Families participating in TANF employment and training activities are guaranteed subsidies.
- ³⁸ The subsidy is guaranteed if the family is applying within 183 days of transitioning off of TANF.
- ³⁹ The child must be under court supervision.
- ⁴⁰ Families enrolled in the TANF work program are automatically eligible.
- ⁴¹ The priority for children in protective services also includes children in foster care prevention.
- ⁴² Within the very low-income priority group, single-parent households are given first priority and two-parent households are given second priority.
- ⁴³ This territory or outlying area does not have a TANF program.

Table 26. Priority Policies for Different Groups (continued), 2013 ¹

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

Table 26. Priority Policies for Different Groups (continued), 2013 ¹

State	Children in Foster Care	Children in Head Start	Children in Pre-K	Homeless Families	Teen Parents Not in School	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 ¹¹	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 ¹²	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children
Idaho	NA ¹³	NA ¹³	NA ¹³	NA ¹³	NA ¹³	NA ¹³	NA ¹³
Illinois	NA ¹⁴	NA ¹³	NA ¹³	NA ¹³	NA ¹³	NA ¹³	NA ¹³
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 ¹⁵	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 ¹⁶	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 ¹⁴	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Varies ¹⁷	Varies ¹⁷	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 ¹⁴	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 26. Priority Policies for Different Groups (continued), 2013¹

State	Children in Foster Care	Children in Head Start	Children in Pre-K	Homeless Families	Teen Parents Not in School	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 ¹³	NA ¹³	NA ¹³	NA ¹³	NA ¹³	NA ¹³	NA ¹³
Minnesota	NA ¹⁴	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 ¹⁸	Priority over other children, subsidy not guaranteed ¹⁹
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 ²⁰	Varies ²⁰	Priority over other children, subsidy not guaranteed ²¹
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 ¹³	NA ¹³	NA ¹³	NA ¹³	NA ¹³	NA ¹³	NA ¹³
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	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed ²²	Priority over other children, subsidy not guaranteed ²²	Priority over other children, subsidy not guaranteed ²²	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	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 26. Priority Policies for Different Groups (continued), 2013 ¹

State	Children in Foster Care	Children in Head Start	Children in Pre-K	Homeless Families	Teen Parents Not in School	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	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children ²³	Same priority as other CCDF-eligible children	Same priority as other CCDF-eligible children ²⁴	Priority over other children, subsidy not guaranteed ²⁴	Same priority as other CCDF-eligible children ²⁴
North Dakota	NA ¹⁴	NA ¹³	NA ¹³	NA ¹³	NA ¹³	NA ¹³	NA ¹³
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 ¹³	NA ¹³	NA ¹³	NA ¹³	NA ¹³	NA ¹³	NA ¹³
Oregon	Same priority as other CCDF-eligible children	Priority over other children, subsidy not guaranteed ²⁵	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 ¹³	NA ¹³	NA ¹³	NA ¹³	NA ¹³	NA ¹³	NA ¹³
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	Same priority as other CCDF-eligible children	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 ²⁶

Table 26. Priority Policies for Different Groups (continued), 2013¹

State	Children in Foster Care	Children in Head Start	Children in Pre-K	Homeless Families	Teen Parents Not in School	Teen Parents in School	Military Families
Utah	NA ¹³	NA ¹³	NA ¹³	NA ¹³	NA ¹³	NA ¹³	NA ¹³
Vermont	NA ¹³	NA ¹³	NA ¹³	NA ¹³	NA ¹³	NA ¹³	NA ¹³
Virginia	NA ¹⁴	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 ¹⁴	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 ²⁷	Same priority as other CCDF-eligible children
West Virginia	NA ¹³	NA ¹³	NA ¹³	NA ¹³	NA ¹³	NA ¹³	NA ¹³
Wisconsin	NA ¹³	NA ¹³	NA ¹³	NA ¹³	NA ¹³	NA ¹³	NA ¹³
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 ²⁸	Priority over other children, subsidy not guaranteed ²⁹	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed ³⁰
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 ³¹	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	Priority over other children, subsidy not guaranteed	Priority over other children, subsidy not guaranteed	Same priority as other CCDF-eligible children

Source: CCDF Policies Database October 1, 2013 Data

- ¹ 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.
- ² 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.
- ³ Child welfare child care is not funded through the state's CCDF program.
- ⁴ 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.
- ⁵ 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.
- ⁶ Homeless families are provided care for up to three months or until they find suitable living arrangements.
- ⁷ Eligible families may be receiving SNAP benefits, but cannot be participating in SNAP E&T. Participants may be attending high school, adult basic education classes, or GED classes.
- ⁸ All parents under age 26 living with a parent, guardian, or relative and in high school or GED activities are included in this category.
- ⁹ This priority is given to children under the age of nine who are not enrolled concurrently in Pre-K and Head Start.
- ¹⁰ Families must have a documented referral from a certified homeless shelter or domestic violence shelter. This priority is given to children under the age of nine who are not enrolled concurrently in Pre-K and Head Start.
- ¹¹ Children in state-funded Pre-K programs are given priority for before-and-after care. Children enrolled in privately funded Pre-K programs are not given priority and are treated the same as other CCDF-eligible children.
- ¹² 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.
- ¹³ All CCDF-eligible children receive the same priority.
- ¹⁴ Foster child care is not provided under the state's primary child care subsidy program.
- ¹⁵ Only non-licensed relative foster families receive child care through the CCDF program.
- ¹⁶ 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.
- ¹⁷ If the teen parent is a TANF recipient, he or she is given priority over others and placed in priority group two.
- ¹⁸ Parents under age 18 are given priority over parents ages 18 to 20 within this group.
- ¹⁹ Priority is given to families in which at least one parent is a veteran.

²⁰ 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 nine.

²¹ Children of parents deployed in the Mississippi National Guard or Reserve qualify for this priority status at up to 85 percent of the state median income.

²² Priority for subsidies is ranked according to three income-based tiers, A, B, and C. Tier A is given first priority and consists of families with income at or below 150 percent of the Federal Poverty Guidelines, followed by Tier B for families with income from 151 to 175 percent of the Federal Poverty Guidelines, and finally, Tier C for families with income from 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.

²³ Children in Pre-K are only eligible for wraparound care. Counties have local options for how to prioritize these families when they have a waiting list in place.

²⁴ Counties have local options for how to prioritize these families when they have a waiting list in place.

²⁵ Priority is given to families with a child eligible for and being placed in a contracted Head Start slot.

²⁶ Families with parents currently deployed are placed in this priority group just after military veteran families.

²⁷ 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.

²⁸ 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.

²⁹ Families with a minor parent are considered to have special needs and given priority over other families.

³⁰ To receive priority the child's biological parent must require child care assistance in order to serve in the military. For two-parent households, the second parent must also be engaged in a qualifying activity.

³¹ Families with unstable housing are given priority over other children.

Table 27. Waiting List Policies, 2013 ¹

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 ²
Alabama	Yes	Sub-state area	Every 6 months	Yes ³
Alaska	Yes ⁴	Sub-state area	Every 1 month ⁵	No ⁵
Arizona	Yes	Statewide list	Every 12 months	No ⁶
Arkansas	Yes	Statewide list	No explicit review	No ⁷
California	Yes ⁸	Sub-state area	No explicit review	No ⁹
Colorado	Yes ¹⁰	Sub-state area	No explicit review	Varies ¹¹
Connecticut	Yes	Statewide list	No explicit review	No
Delaware	Yes ¹²	Statewide list	No explicit review	No ¹³
DC	Yes	Statewide list	No explicit review	No
Florida	Yes	Sub-state area	Every 6 months	No ¹⁴
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 ¹⁵	No
Iowa	Yes	Sub-state area	No explicit review ¹⁶	No ⁷
Kansas	Yes	Statewide list	Every 6 months	No
Kentucky	No	NA	NA	NA
Louisiana	Yes	Sub-state area	No explicit review ¹⁷	No ⁷
Maine	Yes	Statewide list ¹⁸	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 ¹⁹	No ¹⁹
Missouri	Yes	Statewide list	Every 12 months	No
Montana	Yes ²⁰	Statewide list	Every 10 days	No
Nebraska	No	NA	NA	NA
Nevada	Yes	Statewide list	Every 6 months	Yes
New Hampshire	Yes	Statewide list	Every 6 months	No
New Jersey	Yes	Sub-state area	Every 6 months	Yes
New Mexico	Yes	Statewide list ²¹	No explicit review	No
New York	Yes ²²	Sub-state area	No explicit review ²³	No ²³
North Carolina	Yes	Sub-state area	Every 12 months ²⁴	No
North Dakota	No	NA	NA	NA
Ohio	No	NA	NA	NA
Oklahoma	No	NA	NA	NA
Oregon	Yes ²⁵	Statewide list	No explicit review	No ⁷

Table 27. Waiting List Policies, 2013 ¹

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 ²
Pennsylvania	Yes	Sub-state area	Every 6 months	No ⁷
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 ²⁶	No
Utah	No	NA	NA	NA
Vermont	No	NA	NA	NA
Virginia	Yes	Sub-state area	Every 6 months ²⁷	Yes
Washington	Yes	Statewide list	No explicit review	No ²⁸
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	Statewide list	No explicit review	No
No Mariana Islands	No	NA	NA	NA
Puerto Rico	Yes	Statewide list	No explicit review	No
Virgin Islands	Yes ²⁹	Sub-state area	Every 1 month	No

Source: CCDF Policies Database October 1, 2013 Data

¹ 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. Exemptions to the waiting list requirements are not shown in this table.

² 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.

³ Waiting list families must be reassessed for eligibility at six-month intervals, at which point a written notice is sent out.

⁴ If available funding is not sufficient to provide full program benefits for participating families, or to add new families, one or more of the following actions may be taken: terminate program benefits for participating families; limit the eligible activities required for program benefits; establish a wait list; reduce program benefits for all participating families by a percentage based on any shortfall in available funding; establish an alternative plan for the necessary or required actions.

⁵ 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.

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

⁷ Families are notified when they are placed on the waiting list and notified when funds become available.

⁸ Child care agencies are required to maintain a waiting list. This requirement may be satisfied by participating in a county child care centralized eligibility list, where available.

⁹ Child care agencies are required to contact families in order of priority from the waiting list as vacancies occur.

- ¹⁰ 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.
- ¹¹ 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.
- ¹² 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.
- ¹³ Applicants are reviewed and notified when funds become available.
- ¹⁴ This policy may vary by coalition.
- ¹⁵ Caseworkers contact families to verify continuing need for the subsidy but not to verify income.
- ¹⁶ 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.
- ¹⁷ 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.
- ¹⁸ The department and contracted slots agencies must each maintain a waiting list.
- ¹⁹ Applicants are reviewed and notified when funds become available. Applicants on the waiting list not served prior to May 31st must reapply annually prior to September 1st.
- ²⁰ A statewide waiting list is maintained for non-TANF families when the demand for non-TANF subsidies exceeds the resources.
- ²¹ Waiting lists are maintained by the four regional child care assistance offices and then combined to create a statewide list.
- ²² Districts may maintain waiting lists when funds are not available for all eligible families.
- ²³ Policy coded for New York City.
- ²⁴ The list is reviewed every 12 months, though the agency may choose to do so more often.
- ²⁵ Families reapplying for employment-related day care without a break in benefits of two months are not subject to the reservation list.
- ²⁶ Local agencies are required to establish a waitlist review policy.
- ²⁷ Local departments are required to update their waiting lists at least each April and October.
- ²⁸ Applicants are reviewed and notified when funds become available. Applicants may call in to request information concerning their status on the waiting list.
- ²⁹ A waiting list of 25 applicants is maintained. Any person who contacts the department after the waiting list is full 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.³¹ Copayment amounts often vary by family size, income, number of children in care, and a variety of other factors.

Under the federal guidelines, States/Territories may choose to waive copayments in some cases.³² 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 a 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 policies concerning payments for days the child is absent from care.

States/Territories use a number of different methods to calculate copayments, including a flat dollar amount, percent of income, and percent of the cost of care or maximum rate. Some States/Territories use even more complicated measures, such as using a flat dollar amount for lower income families while using a percentage, capped at a predetermined amount, for higher income families. Additionally, States/Territories may 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 28 and 29)

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 benefits or services from certain other programs. Table 28 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 for 2013 include:

³¹ 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-vol1/pdf/CFR-2011-title45-vol1-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.

³² 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.

- Seven States/Territories exempt all families with income below 100 percent of the Federal Poverty Guidelines from paying copayments, with the year of the poverty guidelines used by these States/Territories ranging from 2009 to 2013 (the current guidelines).
- Three States (Maryland, Michigan, and Oklahoma) exempt SSI recipients from paying copayments.
- Two States (Pennsylvania and Texas) fully exempt participants in the SNAP Employment and Training program from paying copayments, while two more States (Kansas and Virginia) allow exemption for SNAP Employment and Training program participants in some situations.
- Eight States/Territories have 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 copayment exemptions for families with children with special needs.
- More than half (32) of the States/Territories allow copayment exemptions for families with protective services cases in some or all circumstances, while half (28) of the States/Territories have a 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 CPS or foster care program.

Table 29 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 unit³³), families transitioning out of the TANF program, families applying for TANF benefits, and families at risk of becoming dependent on TANF. Key findings from 2013 include:

- Nineteen States have a blanket policy exempting all families currently receiving TANF from paying copayments.
- Eight States have some type of copayment exemption for families transitioning off of TANF, while 14 States/Territories have established copayment exemptions for families in the process of applying for TANF benefits.
- Two States (North Dakota and Vermont) have established copayment exemptions for families at risk of becoming dependent on TANF.

³³ 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.

Copayment Administration (Table 30)

Copayment policies regarding how and what families are expected to pay also vary across the States/Territories. Table 30 provides policies for who collects the copayment, whether families are expected to pay providers for any charges that exceed the maximum reimbursement rate 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 national holidays. Highlights from 2013 include:

- All but three States/Territories (California, American Samoa, and the Northern Mariana Islands) require all copayments to be paid to the provider. American Samoa does not require families to make copayments.
- Twelve States/Territories never require families to pay the difference if the amount charged by the provider is higher than the 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 a majority of States/Territories, the family continues to pay the same copayment when the child is ill or on vacation. In three States/Territories (Oklahoma, West Virginia, and Guam), 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, and North Dakota require parents to pay the entire cost of care for absences due to vacation but not illness.
- A majority of the States/Territories require the parent to pay the regular copayment for days when the child care provider is closed. Four States/Territories (Nebraska, Oklahoma, West Virginia, and Guam) 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 31)

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 family income.

Table 31 shows each State's/Territory's basic computation method, and also indicates if each State/Territory uses a different income definition for computing copayments or has a minimum copayment policy. Key findings from 2013 include:

- In 33 States/Territories, copayments are specific dollar amounts based on set income ranges; in 8 States, copayments are specific percentages of family income based on set income ranges; in 10 States/Territories, copayments are a percentage of the cost of child care or of the maximum reimbursement rate. In four States, the copayment is calculated using a more complex formula, such as using a combination of dollar amounts and percentages.
- Only New York uses different income definitions for establishing eligibility versus copayments. New York's income definition for determining the family's copayment uses only the percentage of income that exceeds the poverty guideline.
- Nine States have explicitly defined minimum copayment amounts 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 \$5 per month in Colorado to \$27 per month in Oregon), weekly dollar amounts (ranging from \$1 per week in New York to \$5 per week in Pennsylvania), and a percentage of the cost of care (five percent of the cost of care 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 32)

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, the State/Territory must determine whether to vary the copayments based on the number of children, the hours of child care, or the need for special-needs care. Table 32 describes these policies.

Highlights from 2013 concerning copayments for families with more than one child in care include:

- In 20 States, the copayment is a dollar amount or percentage of income and is family-level; it does not vary depending on 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 paying 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 50 percent of a one-child copayment in Florida, Massachusetts, New Mexico, and Puerto Rico, to 75 percent of a one-child copayment in the District of Columbia and New Jersey. Copayment adjustments for the third child in care range from 25 percent of the one-child

copayment in Massachusetts, New Mexico, and Puerto Rico to 50 percent of the 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 2013 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 50 percent of the full-time copayment in 11 States/Territories to 75 percent of the full-time copayment in three States/Territories.
- Five States/Territories make some type of adjustment to the copayment for children with special needs. For example, 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 per month.

Copayment Amounts (Tables 33, 34, and 35)

After determining 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 33, 34, and 35 provide copayments for select family sizes and income levels. For the States in which copayments 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 33 shows copayments for a single-parent family with a 2-year-old child, Table 34 looks at a single-parent family with a 2-year-old and a 4-year-old, and Table 35 gives copayments for a two-parent family with a 2-year-old and a 4-year-old. For each family makeup, the table shows the monthly copayment in each program for several 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 made for each table are noted below.

Table 33 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 2013 include:

- Copayments for a two-person family with \$15,000 in annual earnings range from \$0 per month in Arkansas, California, Indiana, Iowa, Nebraska, New Jersey, Rhode Island, South Dakota, Vermont, Wyoming, American Samoa, and the Virgin Islands to \$419 per month in Hawaii. A two-person family at this income level does not qualify for subsidized care in Kentucky and Puerto Rico. The median copayment across the other States/Territories is \$56.
- Copayments for a two-person family with \$20,000 in annual earnings range from \$0 per month in California, American Samoa, and the Virgin Islands to \$698 per month in Hawaii. In seven States/Territories, a two-person family at this income level does not qualify for subsidized care. The median copayment across the remaining States/Territories is \$116.
- Copayments for a two-person family with \$25,000 in annual earnings range from \$0 per month in American Samoa to \$977 per month in Hawaii. In 19 States/Territories, a two-person family at this income level does not qualify for subsidized care. The median copayment across the remaining States/Territories is \$197.
- Copayments for a two-person family with \$30,000 in annual earnings range from \$0 per month in American Samoa to \$1,256 per month in Hawaii. In 34 States/Territories, a two-person family at this income level does not qualify for subsidized care. Across the remaining States/Territories, the median copayment is \$250.

Table 34 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 2013 include:

- Copayments for a three-person family with \$15,000 in annual earnings range from \$0 per month in Arkansas, California, Indiana, Iowa, Nebraska, New Jersey, Rhode Island, South Dakota, Vermont, Wyoming, American Samoa, Guam, and the Virgin Islands to \$414 per month in Hawaii. The median copayment is \$64.
- Copayments for a three-person family with \$20,000 in annual earnings range from \$0 per month in California, South Dakota, Wyoming, American Samoa, and the Virgin Islands to \$828 per month in Hawaii. A three-person family at this income level does not qualify for subsidized care in Kentucky and Puerto Rico. The median copayment across the other States/Territories is \$123.
- Copayments for a three-person family with \$25,000 in annual earnings range from \$0 per month in American Samoa and the Virgin Islands to \$1,035 per month in Hawaii. In eight States/Territories, a three-person family at this income level does not qualify for subsidized care. The median copayment across the remaining States/Territories is \$192.
- Copayments for a three-person family with \$30,000 in annual earnings range from \$0 per month in American Samoa to \$1,449 per month in Hawaii. In 19 States/Territories, a

three-person family at this income level does not qualify for subsidized care. Across the other States/Territories, the median copayment is \$250.

Table 35 provides monthly copayments for a four-person family. This table uses the same basic assumptions as the other copayment amount tables, and it also assumes the family consists of two parents and two children, ages 24 months and 48 months. Highlights from 2013 include:

- Copayments for a four-person family with \$15,000 in annual earnings range from \$0 per month in Arkansas, California, Indiana, Iowa, Kansas, Massachusetts, Minnesota, Nebraska, New Jersey, Rhode Island, South Dakota, Vermont, Wyoming, American Samoa, Guam, and the Virgin Islands to \$207 per month in Hawaii. The median copayment is \$48.
- Copayments for a four-person family with \$30,000 in annual earnings range from \$0 per month in American Samoa to \$1,035 per month in Hawaii. In seven States/Territories, a four-person family at this income level does not qualify for subsidized care. Across the other States/Territories, the median copayment is \$212.
- Copayments for a four-person family with \$40,000 in annual earnings range from \$0 per month in American Samoa to \$1,656 per month in Hawaii. In 25 States/Territories, a four-person family at this income level does not qualify for subsidized care. The median copayment across the remaining States/Territories is \$333.

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

Changes in Copayment Policies from 2012 to 2013

From 2012 to 2013, the majority of changes in copayment policies across the States/Territories occurred in the amount families are required to pay. Relatively few changes were seen in other policies related to copayments. With the exception of updating the year of the poverty guidelines used for the poverty exemption in some States/Territories, copayment exemption policies remained unchanged from 2012 to 2013. There were also no changes between 2012 and 2013 in State/Territory policies regarding copayments for absences. Policies establishing a minimum copayment for families remained the same in all of the States/Territories, as did the policies for adjusting copayments for multiple children in care and for part-time care.

From 2012 to 2013, there were changes in copayment amounts in 24 States/Territories. Copayments for a two-person family with \$15,000 in annual earnings changed in 13 States/Territories, increasing in 3 and decreasing in 10. In Kentucky and Puerto Rico, two-person families at this income level were no longer eligible for assistance in 2013. Copayments for a two-person family with \$20,000 in annual earnings changed in 13 States/Territories, increasing in 3 and decreasing in 10. In Kentucky, two-person families at this income were no longer eligible for subsidies, and in Alabama and Idaho, these families became eligible in 2013. Copayments for a two-person family with \$25,000 in annual earnings changed in eight States/Territories from 2012 to 2013, increasing in one and decreasing in seven. In Arizona,

Colorado, and North Dakota, two-person families earning \$25,000 became eligible in 2013. Copayments for a two-person family with \$30,000 in annual earnings decreased in five States/Territories. In Colorado, New Jersey, and North Dakota, two-person families at this income level were not eligible in 2012, but in 2013 they were eligible. Two-person families at this income level in Wyoming were no longer eligible in 2013.

From 2012 to 2013, copayments for a three-person family with \$15,000 in annual earnings changed in eight States/Territories, increasing in four and decreasing in four. Copayments for a three-person family with \$20,000 in annual earnings changed in 18 States/Territories, increasing in 5 and decreasing in 13. In Kentucky and Puerto Rico, three-person families at this income level were no longer eligible in 2013. Copayments for a three-person family with \$25,000 in annual earnings changed in 15 States/Territories from 2012 to 2013, increasing in 4 and decreasing in 11. In Kentucky, three-person families at this income level were no longer eligible in 2013, while families at this income level in Alabama and Idaho became eligible in 2013. Copayments for a three-person family with \$30,000 in annual earnings changed in 13 States/Territories, increasing in four and decreasing in nine.

From 2012 to 2013, copayments for a four-person family with \$15,000 in annual earnings changed in nine States/Territories, increasing in five and decreasing in four. Copayments for a four-person family with \$30,000 in annual earnings changed in 17 States/Territories from 2012 to 2013, increasing in 3 and decreasing in 14. In Kentucky, four-person families at this income level were no longer eligible in 2013. Families at this income level in Alabama and Idaho became eligible in 2013. Copayments for a four-person family with \$40,000 in annual earnings changed in nine States/Territories, increasing in two and decreasing in seven. In Colorado and North Dakota four-person families at this income level were not eligible in 2012, but in 2013, they were eligible.

Table 28. Copayment Exemptions, 2013 ²

State	<u>Poverty Exemption ³</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 CPS Cases
Alabama	No ⁴	NA	No	No	No	No	No	Varies ⁵
Alaska	No	NA	No	No	No	No	No	No
Arizona	No	NA	No	Yes	No	No	No	Yes
Arkansas	No	NA	No	Yes	No	Varies ⁶	No	Yes
California	No ⁷	NA	No	No ⁸	NA ⁹	No	No	Varies ⁸
Colorado	No ¹⁰	NA	No	NA ¹¹	NA ⁹	Varies ¹²	No	NA ¹¹
Connecticut	No	NA	No	Varies ¹³	No	No	No	No
Delaware	No	NA	No	No	No ¹⁴	Varies ¹⁵	No	Yes
DC	No ¹⁶	NA	No	Yes	No	Yes	No	Yes
Florida	No ¹⁷	NA	No	Varies ¹⁷	NA ⁹	No	No	Varies ¹⁷
Georgia	No	NA	No	Yes	No	Varies ¹⁸	No	Varies ¹⁹
Hawaii	No	NA	No	Yes	No	No	No	Yes
Idaho	No	NA	No	Yes	No	No	No	No
Illinois	No	NA	No	NA ²⁰	No	No	No	NA ²¹
Indiana	Yes	2013	No	No	No	No	No	No
Iowa	Yes	2012	No	No ²²	No	No	No	Yes
Kansas	No ²³	NA	No	No	Varies ²⁴	No	No	No
Kentucky	No ²⁵	NA	No	NA ²⁰	No	No	No	Varies ²⁶
Louisiana	No	NA	No	Yes	No	No	No	Yes ²⁷
Maine	No	NA	No	No	No	No	No	No
Maryland	No	NA	Yes	NA ²⁰	No	No	No	NA ²¹
Massachusetts	No	NA	No	Yes	No	No	No	Varies ²⁸
Michigan	No	NA	Yes	Yes	No	No	No	Yes
Minnesota	No ²⁹	NA	No	NA ²⁰	No	No	No	NA ²¹
Mississippi	No	NA	No	No	No	No	No	No

Table 28. Copayment Exemptions, 2013 ²

State	<u>Poverty Exemption ³</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 CPS Cases
Missouri	No ³⁰	NA	No	Yes	NA ⁹	No	Yes	Yes
Montana	No	NA	No	No	No	No	No	Yes
Nebraska	No ³¹	NA	No	Varies ³²	No	No	No	Varies ³²
Nevada	No	NA	No	Yes	No	No	No	Yes
New Hampshire	No	NA	No	Varies ³³	No	No	No	Varies ³³
New Jersey	Yes	2013	No	Yes ³⁴	No	No	No	Varies ³⁵
New Mexico	No	NA	No	Yes	No	No	No	Yes
New York	No	NA	No	No ³⁶	No	No	No	Yes ³⁷
North Carolina	No	NA	No	Yes	No	No	No	Yes
North Dakota	No ³⁸	NA	No	NA ²⁰	No	Varies ³⁹	No	NA ²¹
Ohio	No ⁴⁰	NA	No	No	No	No	No	Yes
Oklahoma	No	NA	Yes ⁴¹	Yes	NA ⁹	No	No	Varies ⁴²
Oregon	No	NA	No	No	No	No	No	NA ²¹
Pennsylvania	No	NA	No	No	Yes	No	No	No
Rhode Island	Yes	2009	No	--- ¹	No	No	No	No
South Carolina	No	NA	No	Yes ⁴³	No	No	No	No
South Dakota	Yes	2013	No	Yes	No	No	No	No
Tennessee	No	NA	No	No	No	No	No	Yes
Texas	No	NA	No	Yes	Yes	No	No	Yes ⁴⁴
Utah	No	NA	No	NA ⁴⁵	No	No	No	No
Vermont	No	NA	No	Yes	No	No	No	Varies ⁴⁶
Virginia	No	NA	No	NA ²⁰	Varies ⁴⁷	No	No	No
Washington	No	NA	No	NA ²⁰	No	No	No	NA ²¹
West Virginia	No	NA	No	Yes	No	No	No	Varies ⁴⁸

Table 28. Copayment Exemptions, 2013 ²

State	<u>Poverty Exemption ³</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 CPS Cases
Wisconsin	No	NA	No	Yes	No	Varies ⁴⁹	No	NA ²¹
Wyoming	Yes	2012	No	No	No	No	No	NA ²¹
American Samoa	NA ⁵⁰	NA ⁵⁰	NA ⁵¹	NA ⁵⁰	NA ⁵²	NA ⁵⁰	NA ⁵⁰	NA ⁵⁰
Guam	Yes	2013	No ⁵³	Yes	NA ⁵⁴	No	No	Yes
No Mariana Islands	No	NA	No	No	NA ⁵²	No	No	No
Puerto Rico	No ⁵⁵	NA	No ⁵³	Yes	NA ⁵²	Yes	Yes	Yes
Virgin Islands	No	NA	No ⁵³	Varies ⁵⁶	No	No	No	Varies ⁵⁷

Source: CCDF Policies Database October 1, 2013 Data

¹ Information not found in state's manual.

² 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.

³ The poverty exemption is an explicit exemption, specifically stated in the state's policies. In states with a poverty exemption, families with income below 100 percent of the Federal Poverty Guidelines are exempt. Exemptions below 100 percent of the Federal Poverty Guidelines are footnoted.

⁴ Families with income below 30 percent of the Federal Poverty Guidelines pay no copayment.

⁵ The parental fee is not required unless the referral from the child protective services department specifically indicates that the parental fee requirement applies.

⁶ Parents attending high school full time are exempt from copayments.

⁷ Families with income below 40 percent of state median income are not assessed a copayment.

⁸ For income eligibility and family fee purposes, only the foster child and related siblings are included in the family size, and only their income is counted.

⁹ Child care for SNAP E&T participants is not provided under the state's primary child care subsidy program.

- ¹⁰ 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 \$5. 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.
- ¹¹ Child welfare child care is not funded through the state's CCDF program.
- ¹² 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.
- ¹³ If the family is applying only for the foster child, there is no copayment, as the foster child is considered a family of one with no income.
- ¹⁴ Exemptions are limited to caretakers who are SNAP recipients (not SNAP E&T participants) caring for a child who receives TANF or general assistance, where the adult requesting the child care is not the child's natural or adoptive parent.
- ¹⁵ Exemptions are limited to teen parents 18 and younger attending high school or its equivalent.
- ¹⁶ Families with income equal to or below 50 percent of the Federal Poverty Guidelines are exempt from copayments.
- ¹⁷ Reduced fees or copayment exemptions are decided on a case-by-case basis.
- ¹⁸ Minor parents, under 18 years old, who are attending middle or high school are exempt.
- ¹⁹ 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.
- ²⁰ Foster child care is not provided under the state's primary child care subsidy program.
- ²¹ Child protective services child care is not provided under the state's primary child care subsidy program.
- ²² Only non-licensed relative foster families receive child care through the CCDF program.
- ²³ Employed families with income below 70 percent of the Federal Poverty Guidelines are not assigned a copayment.
- ²⁴ 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.
- ²⁵ Families whose monthly income is below \$900, regardless of family size, pay no copayment.
- ²⁶ 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.
- ²⁷ Children under protective services are eligible regardless of income when the child care services are necessary in order to maintain the children in their own home and when the need for care meets the eligibility policy for the protective services program.
- ²⁸ The child protective services agency has the discretion to waive the copayment on an as-needed-basis.
- ²⁹ Families with income below 75 percent of the Federal Poverty Guidelines are exempt from copayments.

- ³⁰ Families whose income is below 25 percent of the state median income pay only \$1 annually.
- ³¹ 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.
- ³² 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.
- ³³ Exemption from copayments for foster care and child protective services cases is determined on a case-by-case basis.
- ³⁴ There is no copayment for a child under department child protective services supervision who is in a paid foster placement.
- ³⁵ 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.
- ³⁶ Foster care cases are charged the minimum fee of \$1 for child care.
- ³⁷ Policy coded for New York City. For New York State, failure to pay a fee or family share cannot be a basis for denial or discontinuance of services for protective services.
- ³⁸ The state may choose to waive the copayment requirement for families with very low income.
- ³⁹ Teen parents participating in the Crossroads program are exempt from copayments.
- ⁴⁰ Families with income below 10 percent of the Federal Poverty Guidelines are not assigned a copayment.
- ⁴¹ There is no copayment for the child receiving SSI, but the SSI income is considered when determining the copayment assigned for other children in the household.
- ⁴² Child protective services cases may or may not be exempt from the copayment depending on the family's circumstances.
- ⁴³ 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.
- ⁴⁴ Families are exempt unless the child protective services agency assigns a copayment.
- ⁴⁵ 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.
- ⁴⁶ 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.
- ⁴⁷ For SNAP E&T participants, if income falls at or below 100 percent of the Federal Poverty Guidelines, the family is exempt from copayments.
- ⁴⁸ Families are not exempt unless the child protective services worker waives the fee as part of an approved safety or treatment plan.
- ⁴⁹ Teen parents who participate in the state's program to assist school-age children in TANF families with 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.
- ⁵⁰ American Samoa serves all families that fall below the Federal Poverty Guidelines and waives the copayment for all eligible families.

⁵¹ This territory or outlying area does not have SSI or a similar program.

⁵² The nutrition assistance program does not have an employment and training program.

⁵³ Recipients of Old-Age Assistance, Aid to the Blind, and Aid to the Permanently and Totally Disabled are not exempt.

⁵⁴ Child care for SNAP E&T participants is not provided under this territory or outlying area's primary child care subsidy program.

⁵⁵ Families with income below 50 percent of the state median income are exempt from copayments.

⁵⁶ 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.

⁵⁷ The agency may waive the copayment for children in protective services on a case-by-case basis.

Table 29. Copayment Exemptions for TANF Families, 2013 ¹

State	All Current TANF Families ²	TANF Families with No Earned Income	TANF Families with Earned Income	Child-Only TANF Families	Families Transitioning Off TANF ³	TANF Applicants	Families at Risk of Becoming Dependent on TANF ³
Alabama	No	No	No	No	No	No	No
Alaska	Yes	Yes	Yes	Yes	No	Yes	No
Arizona	Yes	Yes	Yes	Yes	Varies ⁴	No	No
Arkansas	No	Varies ⁵	Varies ⁶	NA ⁷	No	No	No
California	Yes	Yes	Yes	Yes	No	No	No
Colorado	No	Yes	No	NA ⁷	No	No	No
Connecticut	No	Yes	No	Yes	No	No	No
Delaware	Yes	Yes	Yes	Yes	No	No	No
DC	No	Yes	No	Yes	No	No	No
Florida	No	No	No	Varies ⁸	No	No	No
Georgia	No ⁹	Yes ⁹	Yes	Yes	No	Yes ¹⁰	No
Hawaii	No	No	No	No	No	No	No
Idaho	Yes ¹¹	Yes ¹¹	Yes ¹¹	Yes ¹¹	Yes ¹¹	Yes ¹¹	No
Illinois	No	No	No	Yes ¹²	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 ¹³	Yes ¹³	Yes ¹³	Yes ¹³	No	Yes	No
Maine	No	No	No	No	No	No	No
Maryland	No	Yes	Yes	No	No	Yes	No
Massachusetts	No ¹⁴	Yes ¹⁴	Yes ¹⁴	No	No	No	No
Michigan	Yes	Yes	Yes	Yes	Yes	Yes ¹⁵	No
Minnesota	No	No	No	No	No	No	No
Mississippi	Yes	Yes	Yes	Yes	No	No	No
Missouri	No ¹⁶	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

Table 29. Copayment Exemptions for TANF Families, 2013 ¹

State	All Current TANF Families ²	TANF Families with No Earned Income	TANF Families with Earned Income	Child-Only TANF Families	Families Transitioning Off TANF ³	TANF Applicants	Families at Risk of Becoming Dependent on TANF ³
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 ¹⁷	Yes	Yes	Yes	No	Yes ¹⁸	No
North Carolina	No	No	No	Yes ¹⁹	No	No	No
North Dakota	No ²⁰	Yes ²⁰	Yes ²⁰	Varies ²¹	Varies ²²	No	Yes ²⁰
Ohio	Yes ²³	Yes ²³	Yes ²³	Yes ²³	Yes	No	No
Oklahoma	Yes	Yes	Yes	Yes	No	Yes	No
Oregon	No	No	No	No	Varies ²⁴	No	No
Pennsylvania	No	Yes ²⁵	No	NA ⁷	No	No	No
Rhode Island	Yes	Yes	Yes	Yes	No	No	No
South Carolina	No	Yes ²⁶	Yes ²⁶	No	No	Yes	No
South Dakota	Yes	Yes	Yes	Yes	No	No	No
Tennessee	Yes	Yes	Yes	Yes	No	No	No
Texas	No ²⁷	Yes	No	No	No	No	No
Utah	No	Yes	Yes	NA ⁷	Yes	Yes	No
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 ⁷	No ²⁸	No	No
Wyoming	No	No	No	No	No	No	No
American Samoa	NA ²⁹	NA ²⁹	NA ²⁹	NA ²⁹	NA ²⁹	NA ²⁹	NA ²⁹
Guam	No	No	No	No	No	No	No
No Mariana Islands	NA ²⁹	NA ²⁹	NA ²⁹	NA ²⁹	NA ²⁹	NA ²⁹	NA ²⁹
Puerto Rico	No	Yes	No	No	No	No	No
Virgin Islands	No	Yes ³⁰	No	No	No	Yes ³⁰	No

Source: CCDF Policies Database October 1, 2013 Data

- ¹ 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. States coded "yes" above waive copayments, or assign a \$0 copayment for the specified group.
- ² 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.
- ³ How states define families transitioning off of TANF or families at risk of becoming dependent on TANF may vary.
- ⁴ Families receiving transitional child care are exempt from copayments beyond the third child in the family.
- ⁵ Clients with no earned income who are enrolled in the TANF work program are exempt from copayments.
- ⁶ Clients with earnings receiving services through TANF extended support services are exempt from copayments for one year.
- ⁷ Child-only TANF families are not served under the state's primary child care subsidy program.
- ⁸ Reduced fees or copayment exemptions are decided on a case-by-case basis.
- ⁹ Only TANF families participating in state approved activities, such as education, training, and employment, are exempt from copayments.
- ¹⁰ Copayments are waived for TANF applicants who participate in state approved activities.
- ¹¹ TANF families and families with pending TANF cases pay no copayment. They are responsible for any amount the provider charges above the market rate.
- ¹² Employed non-parent caretaker relatives who receive a child-only or general assistance benefit for children needing care are exempt.
- ¹³ TANF families are required to pay any amount above what the agency pays, which is 100 percent of the maximum rate.
- ¹⁴ Families with authorization from the department that administers TANF are exempt from copayments.
- ¹⁵ Families are exempt from copayments if child care will be needed to attend TANF activities.
- ¹⁶ If the family's only income is TANF income, the family pays only \$1 annually.
- ¹⁷ 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 \$1 per week.
- ¹⁸ TANF applicants who meet work requirements are not required to pay a copayment.
- ¹⁹ Children with no countable income residing with an adult other than their parents are exempt. TANF income is not countable income.
- ²⁰ The family is responsible for paying any amount that is over the allowable maximum child care amount.
- ²¹ 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 allowable maximum child care amount.
- ²² 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.
- ²³ Families are assigned a copayment of \$0.

²⁴ There is no copayment for the first month to allow for a 10-day notice to transition to Employment Related Day Care.

²⁵ TANF families that are not working but in the employment and training program are exempt.

²⁶ 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.

²⁷ Only TANF work program participants are exempt from copayments.

²⁸ 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.

²⁹ This territory or outlying area does not have a TANF program.

³⁰ Copayments are waived for TANF and other families with income below the Federal Poverty Guidelines.

Table 30. Copayment Administration, 2013

State	Who Collects the Copayment	If Family is Required to Pay the Difference Between the Maximum Reimbursement Rate and the Provider Rate ²	<u>What the Family Pays for Absences</u>		
			<u>Illness</u>	<u>Vacation</u>	<u>Approved Closings</u>
Alabama	Provider	Always	Copayment	Copayment	Copayment
Alaska	Provider	Always	Varies ³	Varies ³	Varies ³
Arizona	Provider	Always ⁴	Varies ⁵	Varies ⁵	Varies ⁵
Arkansas	Provider	Sometimes ⁶	Varies ⁵	Varies ⁵	Varies ⁵
California	Other ⁷	Always	Copayment	Copayment	Copayment
Colorado	Provider	Never ⁸	Copayment ⁹	Copayment ⁹	Copayment ⁹
Connecticut	Provider	Always ¹⁰	Copayment	Copayment	Copayment
Delaware	Provider	Sometimes ¹¹	Copayment ¹²	Copayment ¹²	Copayment ¹²
DC	Provider	Never	Copayment ¹³	Copayment ¹⁴	Copayment ¹⁵
Florida	Provider	Always	Copayment ¹⁶	Copayment ¹⁶	Copayment ¹⁶
Georgia	Provider	Sometimes ¹⁷	Copayment ¹⁸	Varies ¹⁹	Entire cost of care ²⁰
Hawaii	Provider	Always	Copayment	Copayment	Copayment
Idaho	Provider	Always	Copayment	Copayment	Copayment
Illinois	Provider	Sometimes ²¹	Copayment	Copayment	Copayment
Indiana	Provider	Always ²²	Copayment	Copayment	Copayment
Iowa	Provider	Never ²³	Copayment ²⁴	Copayment ²⁴	Copayment ²⁴
Kansas	Provider ²⁵	Always ²⁶	Varies ²⁶	Varies ²⁶	Varies ²⁶
Kentucky	Provider	Always	Copayment ²⁷	Copayment ²⁷	Copayment ²⁷
Louisiana	Provider	Always	Copayment ²⁸	Copayment ²⁸	Copayment ²⁸
Maine	Provider	Never	Copayment	Copayment	Copayment
Maryland	Provider	Always	Copayment	Copayment	Copayment
Massachusetts	Provider	Never ²⁹	Copayment	Copayment ³⁰	Copayment ³¹
Michigan	Provider	Always	Copayment ³²	Entire cost of care	Copayment ³²
Minnesota	Provider	Always ³³	Copayment ³⁴	Copayment ³⁴	Copayment

Table 30. Copayment Administration, 2013

State	Who Collects the Copayment	If Family is Required to Pay the Difference Between the Maximum Reimbursement Rate and the Provider Rate ²	<u>What the Family Pays for Absences</u>		
			Illness	Vacation	Approved Closings
Mississippi	Provider	Always	Copayment ³⁵	Copayment ³⁵	Copayment
Missouri	Provider	Always	Copayment	Copayment	Copayment
Montana	Provider	Always	Varies ³⁶	Varies ³⁶	Varies ³⁶
Nebraska	Provider	Never ³⁷	Varies ³⁸	Varies ³⁸	No copayment
Nevada	Provider	Always	Copayment ³⁹	Copayment ³⁹	Copayment
New Hampshire	Provider	Always ⁴⁰	Entire cost of care	Entire cost of care	Entire cost of care
New Jersey	Provider	Always	Copayment	Copayment	Copayment
New Mexico	Provider	Never ⁴¹	Copayment	Copayment ⁴²	Copayment
New York	Provider ⁴³	Always	Copayment ⁴⁴	Entire cost of care ⁴⁴	Copayment ⁴⁴
North Carolina	Provider	Always ⁴⁵	Copayment ⁴⁶	Copayment ⁴⁶	Copayment
North Dakota	Provider	Always	Varies ⁴⁷	Entire cost of care	Entire cost of care
Ohio	Provider	Never	Varies ⁴⁸	Varies ⁴⁸	Varies ⁴⁸
Oklahoma	Provider	Never ⁴⁹	No copayment ⁵⁰	No copayment ⁵⁰	No copayment
Oregon	Provider	Sometimes ⁵¹	Copayment ⁵²	Copayment ⁵²	Copayment
Pennsylvania	Provider	Always ⁵³	Copayment ⁵⁴	Copayment ⁵⁵	Copayment
Rhode Island	Provider	--- ¹	Copayment ⁵⁶	Copayment ⁵⁶	Copayment
South Carolina	Provider	Always	Copayment	Copayment	Copayment
South Dakota	Provider	Always	Copayment	Copayment	Entire cost of care
Tennessee	Provider	Sometimes ⁵⁷	Copayment	Copayment	Copayment
Texas	Provider	Sometimes ⁵⁸	Copayment	Copayment	Copayment
Utah	Provider	Always ⁵⁹	Copayment	Copayment	Copayment
Vermont	Provider	Always	Copayment ⁶⁰	Copayment ⁶¹	Copayment ⁶²
Virginia	Provider	Sometimes ⁶³	Varies ⁶⁴	Varies ⁶⁴	Varies ⁶⁴
Washington	Provider	Never	Copayment	Copayment	Copayment

Table 30. Copayment Administration, 2013

State	Who Collects the Copayment	If Family is Required to Pay the Difference Between the Maximum Reimbursement Rate and the Provider Rate ²	<u>What the Family Pays for Absences</u>		
			Illness	Vacation	Approved Closings
West Virginia	Provider	Never ⁶⁵	No copayment	No copayment	No copayment
Wisconsin	Provider	Always	Varies ⁶⁶	Varies ⁶⁷	Varies ⁶⁸
Wyoming	Provider	Always	Entire cost of care	Entire cost of care	Entire cost of care
American Samoa	NA ⁶⁹	Sometimes ⁷⁰	NA ⁶⁹	NA ⁶⁹	NA ⁶⁹
Guam	Provider	Always	No copayment ⁷¹	No copayment ⁷¹	No copayment ⁷¹
No Mariana Islands	Other ⁷²	Always	Copayment	Copayment	Copayment
Puerto Rico	Provider	Never	Copayment	Copayment	Copayment
Virgin Islands	Provider	Always	Copayment	Copayment	Copayment

Source: CCDF Policies Database October 1, 2013 Data

¹ Information not found in state's manual.

² 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.

³ What the family pays depends on the provider's policies and how the provider bills the agency. Families must pay a copayment and any additional costs charged by the provider for absences.

⁴ If the family uses a provider that charges higher rates, the provider may require the family to pay the difference.

⁵ What the parent is required to pay depends on the provider's written policy.

⁶ 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.

⁷ At the discretion of the local agency, copayments may be collected by either the provider or the local agency.

⁸ 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.

⁹ 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.

- ¹⁰ The parent is responsible for all costs not paid by the state on behalf of the parent.
- ¹¹ Families are only asked to pay the difference when using a Purchase of Care Plus provider.
- ¹² If absences exceed five days, the family may lose their subsidy or child care spot.
- ¹³ Excused absences may be approved for up to 15 days in a month. The family must provide documentation to the provider, and the provider then must submit the documentation with the monthly attendance report.
- ¹⁴ A child may be absent for vacation for up to 15 days per year. The parent or guardian must notify the provider in writing of plans to be absent.
- ¹⁵ Providers are approved to close for 11 designated holidays every year as well as the President's Inauguration Day every four years. Licensed child care centers and licensed family child care providers are allowed to be closed for four days per year for professional development. Child care facilities may also be closed and still paid for care whenever public schools close due to inclement weather.
- ¹⁶ The agency pays for three unexcused absences per month per child and up to seven additional absences with documentation of extraordinary circumstances.
- ¹⁷ 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 may authorize care and the family is not required to pay the difference in the maximum rate and what the provider charges.
- ¹⁸ If the provider charges less for absences, the county can reduce its share of the cost. The client's fee does not change.
- ¹⁹ 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.
- ²⁰ The provider cannot bill the subsidy program for days the facility is not open.
- ²¹ Providers under the certificate program may require parents to pay the difference. Site-contracted providers cannot ask parents to pay the difference.
- ²² The parent assumes responsibility for paying the difference unless the caregiver is willing to accept a lower rate of reimbursement.
- ²³ 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.
- ²⁴ Payments may be made to providers for four absences per month.
- ²⁵ The state agency pays the child care benefit directly to the parent.
- ²⁶ 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.
- ²⁷ Payments may be made to providers for five absences per child, per month without verification. Providers can be paid for up to ten holidays or closings per year, and the provider can choose which ten holidays are paid.
- ²⁸ The copayment does not change if the child is absent no more than two of the authorized days per month.
- ²⁹ Families cannot be asked to pay the difference from 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.

³⁰ A maximum of two weeks is allowed for vacation.

³¹ For each event requiring a program to close for emergency purposes, parents may be charged copayments for up to two days. Parents are not responsible for copayments for days the program is closed due to a provider's illness, vacation, or other closings that are not pre-approved by the agency.

³² 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 that day, and the provider charges all parents for absences due to holidays and illness.

³³ Payment of the difference is not a condition of child care eligibility.

³⁴ There is no change in copayment for child absences except when absent days exceed 10 days in a calendar year, in which case, the family pays the entire cost of care.

³⁵ Children in licensed child care facilities are allowed 15 vacation or absence days per federal fiscal year.

³⁶ 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 70 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.

³⁷ 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.

³⁸ 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.

³⁹ The state reimburses providers for absences for up to 15 days per calendar year. For those 15 days, the family still pays a copayment.

⁴⁰ 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.

⁴¹ The case manager may adjust the copayment in certain situations if the provider's cost exceeds the maximum rate.

⁴² If a child is absent for five consecutive scheduled days without reason, such as illness, sudden death, or family emergency, child care assistance may be terminated. Once the agency has been notified of the absences, it will notify the client of when his or her family's case will be closed. Clients in cyclical employment are exempt.

⁴³ Policy coded for New York City. Each district determines how the copayment is collected. The district may choose to have either the provider or the district collect the copayment.

⁴⁴ Policy coded for New York City.

⁴⁵ If the parent selects a provider who charges more than the maximum reimbursement rate, the parent is responsible for paying the difference. The local purchasing agency cannot require the parent to pay the difference between the maximum reimbursement rate and the providers rate and must allow the parent to select a different provider if the parent is unwilling to pay the difference.

⁴⁶ 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 days 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.

- ⁴⁷ 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.
- ⁴⁸ Families are charged their regular copayment if the provider claims an absence, and they do not pay anything if the provider does not claim the absence.
- ⁴⁹ 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.
- ⁵⁰ Providers cannot charge parents for absences unless the family failed to correctly record time and attendance using the EBT card during the month of service, thus causing the provider to lose the absent day payment.
- ⁵¹ Parents may be responsible for paying the difference when the provider's rate exceeds the maximum reimbursement rate.
- ⁵² 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.
- ⁵³ 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.
- ⁵⁴ The state will pay for a maximum of 25 days of absences in a state fiscal year.
- ⁵⁵ The state will pay for a maximum of five consecutive days and up to 25 days in a state fiscal year.
- ⁵⁶ 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.
- ⁵⁷ 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.
- ⁵⁸ 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.
- ⁵⁹ If the child care subsidy is less than the amount charged by the provider selected, the parent is responsible to pay the difference.
- ⁶⁰ License-exempt providers are not reimbursed for child sick days.
- ⁶¹ Absences for vacation are reimbursed for a maximum of 10 days per fiscal year.
- ⁶² Absences for days the provider is closed are reimbursed for a maximum of 15 days per fiscal year.
- ⁶³ 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 annual registration fee. No child care subsidy funds may be used to pay provider activity fees.
- ⁶⁴ Copayments for absences are based on provider enrollment, provider attendance practices, and local department payment policies.
- ⁶⁵ Allowable extra charges by the provider are limited to registration fees, transportation fees, late fees, and charges for time not approved by the agency.

⁶⁶ The agency will pay for up to six weeks of absences 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.

⁶⁷ The agency will pay for up to two weeks of absences 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.

⁶⁸ The agency will pay for up to one week 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.

⁶⁹ American Samoa serves all families that fall below the Federal Poverty Guidelines and waives the copayment for all eligible families.

⁷⁰ American Samoa waives the copayment for all eligible families. However, if a family chooses a provider that charges more than the territory's maximum reimbursement rate, the family may be asked to pay the difference.

⁷¹ The family pays no copayment if the child is absent less than 10 days in a row.

⁷² All copayments are made directly to the CNMI treasury.

Table 31. Copayment Calculation, 2013

State	Copayment Calculation Method	Copayment Income Definition	Minimum Copayment ¹
Alabama	Dollar amount	Same as for determining eligibility	NA ²
Alaska	Dollar amount	Same as for determining eligibility	\$20 monthly
Arizona	Dollar amount	Same as for determining eligibility	NA
Arkansas	Percent of child care cost or maximum reimbursement rate	Same as for determining eligibility	NA
California	Dollar amount	Same as for determining eligibility	NA
Colorado	Other ³	Same as for determining eligibility	\$5 monthly ⁴
Connecticut	Percent of income	Same as for determining eligibility	NA
Delaware	Percent of child care cost or maximum reimbursement rate	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	Percent of child care cost or maximum reimbursement rate ⁵	Same as for determining eligibility	NA
Idaho	Percent of child care cost or maximum reimbursement rate	Same as for determining eligibility	NA
Illinois	Dollar amount	Same as for determining eligibility	NA
Indiana	Percent of income ⁶	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 or maximum reimbursement rate	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

Table 31. Copayment Calculation, 2013

State	Copayment Calculation Method	Copayment Income Definition	Minimum Copayment ¹
Michigan	Percent of child care cost or maximum reimbursement rate	Same as for determining eligibility	NA
Minnesota	Dollar amount	Same as for determining eligibility	NA
Mississippi	Dollar amount	Same as for determining eligibility	\$10 monthly
Missouri	Dollar amount	Same as for determining eligibility	NA ⁷
Montana	Percent of income ⁸	Same as for determining eligibility	\$10 monthly
Nebraska	Dollar amount	Same as for determining eligibility	NA
Nevada	Percent of child care cost or maximum reimbursement rate	Same as for determining eligibility	5 percent of cost of care ⁹
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 ¹⁰	\$1 weekly ¹¹
North Carolina	Percent of income	Same as for determining eligibility	NA ¹²
North Dakota	Dollar amount ¹³	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 ¹⁴	Same as for determining eligibility	\$27 monthly ¹⁵
Pennsylvania	Dollar amount	Same as for determining eligibility	\$5 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 ¹⁶	Same as for determining eligibility	NA ¹⁷
Tennessee	Dollar amount	Same as for determining eligibility	NA
Texas	Dollar amount	Same as for determining eligibility	NA

Table 31. Copayment Calculation, 2013

State	Copayment Calculation Method	Copayment Income Definition	Minimum Copayment ¹
Utah	Dollar amount	Same as for determining eligibility	NA
Vermont	Percent of child care cost or maximum reimbursement rate	Same as for determining eligibility	NA
Virginia	Percent of income	Same as for determining eligibility	NA
Washington	Other ¹⁸	Same as for determining eligibility	\$15 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 ¹⁹	NA ¹⁹	NA ¹⁹
Guam	Percent of child care cost or maximum reimbursement rate	Same as for determining eligibility	NA
No Mariana Islands	Percent of child care cost or maximum reimbursement rate	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, 2013 Data

¹ 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.

² Families whose income falls below the lowest copayment income range do not have to pay a fee.

³ Families pay a percentage of their income for the first child in care, plus a dollar amount for each additional child in care.

⁴ Families with financial hardship can have their fee reduced to \$5. 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.

⁵ The copayment is either a percentage of the maximum child care rate or child care cost, whichever is less.

⁶ The copayment amount varies according to the number of years a family has been receiving assistance. The percentage of monthly income required as a copayment for a particular income category increases by one percentage point for each year the family receives assistance.

⁷ Families whose only income is TANF income and families below 25 percent of the state median income pay \$1 annually.

⁸ Families with incomes up to the first threshold pay a \$10 copayment. All other families pay the listed percent of income as a copayment. A parent may compensate a child care provider with goods or services in lieu of paying the copayment in cash. The provider indicates his or her satisfaction with the arrangement by marking the copayment as paid-in-full on the monthly invoice.

⁹ Families must pay a minimum five percent copayment unless they are a TANF, foster care, or child protective services case.

¹⁰ 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.

¹¹ The minimum family copayment is required of low-income families but not TANF families.

¹² When the assessed copayment is less than \$5 a month, it is disregarded.

¹³ The amount paid to the provider is rounded down to the nearest dollar.

¹⁴ 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.

¹⁵ 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 \$27, whichever is greater.

¹⁶ Households with income between 100 and 105 percent of the Federal Poverty Guidelines pay \$10 monthly. Households with adjusted income above 105 percent of the Federal Poverty Guidelines have a copayment between 4.5 percent and 15 percent of income. For families with adjusted income over 125 percent of the Federal Poverty Guideline, copayments are equal to monthly income minus 105 percent of the Federal Poverty Guideline or 15 percent of monthly income, whichever is less.

¹⁷ Households with income between 100 percent and 105 percent of the Federal Poverty Guidelines have a minimum \$10 copayment.

¹⁸ 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 0.50, and then adds \$65.

¹⁹ American Samoa serves all families that fall below the Federal Poverty Guidelines and waives the copayment for all eligible families.

Table 32. Other Copayment Calculation Policies, 2013

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	Adjustment for Children with Special Needs
				Considered Part-Time Care if Copayment is Adjusted	
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 maximum rate)	NA (Copay is percent of cost or maximum rate)	NA (Copay is percent of cost or maximum rate) ²	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 ³	Less than 6.5 hours daily ⁴	No adjustment
Colorado	Varies ⁵	Varies ⁵	55 percent of full-time copayment ⁶	Less than 5 hours daily	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 maximum rate)	NA (Copay is percent of cost or maximum rate)	NA (Copay is percent of cost or maximum rate)	NA	No adjustment ⁷
DC	75 percent of one child copayment ⁸	NA ⁸	50 percent of full-time copayment	5 hours daily	No adjustment
Florida	50 percent of one child copayment ⁹	50 percent of one child copayment ⁹	50 percent of full-time copayment	Less than 6 hours daily	No adjustment
Georgia	Varies ¹⁰	Varies ¹⁰	No adjustment	NA	No adjustment
Hawaii	NA (Copay is percent of cost or maximum rate)	NA (Copay is percent of cost or maximum rate)	NA (Copay is percent of cost or maximum rate)	NA	No adjustment
Idaho	NA (Copay is percent of cost or maximum rate)	NA (Copay is percent of cost or maximum rate)	NA (Copay is percent of cost or maximum rate)	NA	No adjustment

Table 32. Other Copayment Calculation Policies, 2013

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
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 ¹¹	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
Iowa	Varies ¹²	Varies ¹²	50 percent of full-time copayment ¹³	5 hours daily ¹³	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 ¹⁴	Varies ¹⁴	No adjustment	NA	No adjustment
Louisiana	NA (Copay is percent of cost or maximum rate)	NA (Copay is percent of cost or maximum 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 ¹⁵	Varies ¹⁵	67 percent of full-time copayment ¹⁶	Less than 6 hours daily ¹⁶	No adjustment
Massachusetts	50 percent of one child copayment ¹⁷	25 percent of one child copayment	50 percent of full-time copayment ¹⁸	Less than 6 hours daily ¹⁹	No adjustment
Michigan	NA (Copay is percent of cost or maximum rate)	NA (Copay is percent of cost or maximum 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 ²⁰	Varies ²⁰	50 percent of full-time copayment	Less than 6 hours daily	\$10 monthly
Missouri	Copayment is per child	Copayment is per child	Other ²¹	Less than 5 hours daily	No copayment

Table 32. Other Copayment Calculation Policies, 2013

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	Adjustment for Children with Special Needs
				Considered Part-Time Care if Copayment is Adjusted	
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 ²²	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 maximum rate)	NA (Copay is percent of cost or maximum 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
New Jersey	75 percent of one child copayment	NA ²³	50 percent of full-time copayment	Less than 6 hours daily	No adjustment
New Mexico	50 percent of one child copayment ²⁴	25 percent of one child copayment ²⁴	75 percent of full-time copayment ²⁵	29 hours weekly ²⁵	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 ²⁶	30 hours weekly ²⁶	No adjustment
North Carolina	Copayment is family level, does not vary by number of children in care ²⁷	Copayment is family level, does not vary by number of children in care ²⁷	75 percent of full-time copayment ²⁸	31 hours weekly	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 ¹⁰	Varies ¹⁰	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

Table 32. Other Copayment Calculation Policies, 2013

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	Adjustment for Children with Special Needs
				Considered Part-Time Care if Copayment is Adjusted	
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 ²⁹	Copayment is family level, does not vary by number of children in care ²⁹	No adjustment	NA	--- ¹
South Carolina	Copayment is per child ³⁰	Copayment is per child ³⁰	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 ³¹
Tennessee	Varies ¹⁰	Varies ¹⁰	50 percent of full-time copayment	Less than 20 hours weekly	No adjustment
Texas	Varies ³²	Varies ³²	60 percent of full-time copayment ³³	Less than 6 hours daily ³³	No adjustment
Utah	Varies ¹⁰	Varies ¹⁰	No adjustment	NA	Other ³⁴
Vermont	NA (Copay is percent of cost or maximum rate)	NA (Copay is percent of cost or maximum rate)	NA (Copay is percent of cost or maximum rate)	NA	No adjustment
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 ³⁵	Copayment is per child ³⁵	No adjustment ³⁶	NA	No adjustment
Wisconsin	Varies ¹⁰	Varies ¹⁰	50 percent of full-time copayment	20 hours weekly	No adjustment
Wyoming	Copayment is per child	Copayment is per child	No adjustment ³⁷	NA	No adjustment
American Samoa	NA ³⁸	NA ³⁸	NA ³⁸	NA ³⁸	NA ³⁸

Table 32. Other Copayment Calculation Policies, 2013

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
Guam	NA (Copay is percent of cost or maximum rate)	NA (Copay is percent of cost or maximum rate)	NA (Copay is percent of cost or maximum rate)	NA	No adjustment
No Mariana Islands	NA (Copay is percent of cost or maximum rate)	NA (Copay is percent of cost or maximum 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	No adjustment	NA	No copayment
Virgin Islands	Copayment is per child	Copayment is per child	No adjustment	NA	No adjustment

Source: CCDF Policies Database October 1, 2013 Data

¹ Information not found in state's manual.

² Part-time care is defined as less than three hours per day. Half-time care is defined as between three and five total hours per day.

³ 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.

⁴ Full-time care is six and a half hours per day. Part-time care is less than six and a half hours per day.

⁵ 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, and the fee for each additional child in care is \$40.

⁶ 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 0.55.

⁷ The copayment is based on a percent of the cost of care. Families with children with special needs pay the same percent as families with children without special needs. The family's final payment is five percent higher than the copayment for children without special needs, as a result of higher reimbursement rates for special needs care.

⁸ 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.

⁹ The copayment is computed for the youngest child when more than one child is receiving care.

- ¹⁰ 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.
- ¹¹ If all of the children in care are school-age and approved for part-day care for any month September through May, the copayment will be reduced by one half for that month.
- ¹² 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 \$1 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.
- ¹³ 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.
- ¹⁴ The copayment is family level and varies depending on the number of children in care. Two different fee scales are provided, one for families with one child in care and one for families with two or more children in care. Families with two or more children in care pay the same copayment, regardless of the number of additional children in care.
- ¹⁵ 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.
- ¹⁶ 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.
- ¹⁷ The full copayment is applied to the oldest child receiving care. The adjusted copayment of 50 percent of the full copayment is applied to the second oldest child receiving care.
- ¹⁸ There is no adjustment for school-aged blended copayments.
- ¹⁹ A half day is fewer than 6 hours.
- ²⁰ The copayment varies by family size, number of children in care, and the majority type of care provided (full-time or part-time care).
- ²¹ Half-time care is defined as care lasting from three hours up to five hours. 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.
- ²² If the month's cost of child care is less than the monthly copayment, the family is obligated to pay only the cost of care, not the full copayment indicated on the child care certificate plan.
- ²³ No additional copayment is required when there are more than two children in care.
- ²⁴ The copayment for each additional child is half the copayment of the previously counted child. For example, the copayment for the third child will be half the second child's copayment.

- ²⁵ 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 6 to 19 hours per week, the adjustment is 50 percent of the full-time rate. For care provided 5 hours or less per week, the adjustment is 25 percent of the full-time rate.
- ²⁶ Policy coded for New York City.
- ²⁷ The copayment is based on the child receiving services for the greatest number of hours. The copayment is determined by the family's income and family size.
- ²⁸ 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.
- ²⁹ The copayment is applied to the cost of care for the child that receives services at the highest rate.
- ³⁰ A percentage discount is established by the provider for families with multiple children receiving care from the same provider. It is applied to all children except the youngest.
- ³¹ Copayments for care for children with advanced special needs are capped at 10 percent of gross monthly income.
- ³² Policy coded for the Gulf Coast Region. For multiple children receiving child care assistance, there is an additional per child fee that depends on the household income.
- ³³ Policy coded for the Gulf Coast Region. If all children are receiving child care less than six hours per day, the parent fee is reduced by 40 percent.
- ³⁴ There is a separate eligibility and copayment schedule for families with children with special needs.
- ³⁵ 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.
- ³⁶ Partial days of care are converted into full days for purposes of copayments and reimbursement.
- ³⁷ The copayment is hourly. The copayment for part-time care provided less than five hours per day is four times the hourly copayment.
- ³⁸ American Samoa serves all families that fall below the Federal Poverty Guidelines and waives the copayment for all eligible families.

Table 33. Copayment Amounts for a Single Parent with a Two-Year-Old Child in Full-Time Care (Monthly Dollar Amounts), 2013 ¹

State	<u>Annual Earnings</u>			
	\$15,000	\$20,000	\$25,000	\$30,000
Alabama	67	100	Not eligible	Not eligible
Alaska	37	49	82	150
Arizona	43	65	217	Not eligible
Arkansas	0	212	425	Not eligible
California	0	0	76	167
Colorado ²	113	183	250	325
Connecticut	50	67	125	200
Delaware ³	92	184	287	459
DC	44	75	134	192
Florida ⁴	52	87	Not eligible	Not eligible
Georgia	113	143	Not eligible	Not eligible
Hawaii ⁵	419	698	977	1,256
Idaho ⁶	194	517	Not eligible	Not eligible
Illinois	51	102	197	Not eligible
Indiana	0	Not eligible	Not eligible	Not eligible
Iowa	0	106	Not eligible	Not eligible
Kansas	18	84	175	Not eligible
Kentucky	Not eligible	Not eligible	Not eligible	Not eligible
Louisiana ⁷	81	244	Not eligible	Not eligible
Maine	75	150	208	250
Maryland ⁸	143	214	Not eligible	Not eligible
Massachusetts	97	173	271	379
Michigan ⁷	32	Not eligible	Not eligible	Not eligible
Minnesota	4	50	80	Not eligible
Mississippi	60	102	143	Not eligible
Missouri ⁹	110	Not eligible	Not eligible	Not eligible
Montana	38	167	Not eligible	Not eligible
Nebraska	0	Not eligible	Not eligible	Not eligible
Nevada ¹⁰	30	121	243	364
New Hampshire	59	167	292	425
New Jersey	0	87	116	156
New Mexico	51	97	149	213
New York ¹¹	65	152	299	425
North Carolina	125	167	208	250
North Dakota	29	57	82	113
Ohio	86	Not eligible	Not eligible	Not eligible
Oklahoma	65	139	170	Not eligible
Oregon	117	238	397	Not eligible
Pennsylvania	87	139	178	247

Table 33. Copayment Amounts for a Single Parent with a Two-Year-Old Child in Full-Time Care (Monthly Dollar Amounts), 2013 ¹

State	<u>Annual Earnings</u>			
	\$15,000	\$20,000	\$25,000	\$30,000
Rhode Island	0	83	167	Not eligible
South Carolina	48	74	Not eligible	Not eligible
South Dakota	0	240	300	Not eligible
Tennessee ¹²	86	116	142	Not eligible
Texas ¹³	120	220	270	330
Utah	13	116	203	Not eligible
Vermont ¹⁴	0	6	116	260
Virginia ¹⁵	125	167	208	Not eligible
Washington	65	65	218	426
West Virginia	108	157	Not eligible	Not eligible
Wisconsin ¹²	90	172	258	Not eligible
Wyoming	0	19	38	Not eligible
American Samoa ¹⁶	0	0	0	0
Guam	124	248	Not eligible	Not eligible
No Mariana Islands ⁷	60	75	Not eligible	Not eligible
Puerto Rico	Not eligible	Not eligible	Not eligible	Not eligible
Virgin Islands ¹⁷	0	0	20	40

Source: CCDF Policies Database October 1, 2013 Data

¹ 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) 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.

² Income eligibility thresholds for Denver.

³ Copayment amounts based on center reimbursement rates for New Castle.

⁴ Copayment amounts for Miami-Dade County.

⁵ Copayment amounts based on reimbursement rates for licensed centers and center based infant and toddler care.

⁶ Copayment amounts based on center reimbursement rates for Region 4.

⁷ Copayment amounts based on center reimbursement rates.

⁸ Copayment amounts for center care in the Baltimore City Region.

⁹ Copayments are calculated using a multiplier of 22 days per month.

¹⁰ Copayment amounts based on licensed center reimbursement rates for Clark.

¹¹ Copayment amounts for New York City.

¹² Copayments are calculated using a multiplier of 4.3 to convert weekly rates to monthly rates.

¹³ Copayment amounts and income eligibility thresholds for the Gulf Coast Region.

¹⁴ Copayment amounts based on licensed center reimbursement rates.

¹⁵ Copayment amounts and income eligibility thresholds 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.

¹⁶ American Samoa serves all families that fall below the Federal Poverty Guidelines and waives the copayment for all eligible families.

¹⁷ Copayments are calculated using a multiplier of 4 weeks per month.

Table 34. 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), 2013 ¹

State	<u>Annual Earnings</u>			
	\$15,000	\$20,000	\$25,000	\$30,000
Alabama	91	134	199	Not eligible
Alaska	24	49	82	124
Arizona	43	130	130	303
Arkansas	0	198	593	Not eligible
California	0	0	54	132
Colorado ²	118	177	254	300
Connecticut	25	67	83	150
Delaware ³	138	241	367	551
DC	48	77	131	206
Florida ⁴	78	104	130	Not eligible
Georgia	139	182	221	Not eligible
Hawaii ⁵	414	828	1,035	1,449
Idaho ⁶	217	577	990	Not eligible
Illinois	33	84	129	214
Indiana	0	83	Not eligible	Not eligible
Iowa	0	19	117	Not eligible
Kansas	22	58	106	207
Kentucky	108	Not eligible	Not eligible	Not eligible
Louisiana ⁷	158	317	475	475
Maine	75	133	188	250
Maryland ⁸	103	313	384	Not eligible
Massachusetts	65	211	292	487
Michigan ⁷	54	54	Not eligible	Not eligible
Minnesota	4	46	63	98
Mississippi	65	107	148	190
Missouri ⁹	132	220	Not eligible	Not eligible
Montana	13	67	208	Not eligible
Nebraska	0	126	Not eligible	Not eligible
Nevada ¹⁰	55	110	221	442
New Hampshire	59	125	208	313
New Jersey	0	134	152	186
New Mexico	62	116	177	254
New York ¹¹	65	65	186	334
North Carolina	125	167	208	250
North Dakota	35	35	70	102
Ohio	68	120	Not eligible	Not eligible
Oklahoma	95	169	200	226
Oregon	81	172	295	451
Pennsylvania	74	134	169	230

Table 34. 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), 2013 ¹

State	<u>Annual Earnings</u>			
	\$15,000	\$20,000	\$25,000	\$30,000
Rhode Island	0	33	104	200
South Carolina	95	121	147	Not eligible
South Dakota	0	0	291	360
Tennessee ¹²	159	198	258	310
Texas ¹³	160	225	290	360
Utah	18	18	160	277
Vermont ¹⁴	0	11	228	513
Virginia ¹⁵	125	167	208	250
Washington	15	65	65	196
West Virginia	108	152	195	Not eligible
Wisconsin ¹²	65	146	224	292
Wyoming	0	0	38	76
American Samoa ¹⁶	0	0	0	0
Guam	0	231	463	Not eligible
No Mariana Islands ⁷	120	150	Not eligible	Not eligible
Puerto Rico	66	Not eligible	Not eligible	Not eligible
Virgin Islands ¹⁷	0	0	0	56

Source: CCDF Policies Database October 1, 2013 Data

¹ 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) 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.

² Income eligibility thresholds for Denver.

³ Copayment amounts based on center reimbursement rates for New Castle.

⁴ Copayment amounts for Miami-Dade County.

⁵ Copayment amounts based on reimbursement rates for licensed centers and center based infant and toddler care.

⁶ Copayment amounts based on center reimbursement rates for Region 4.

⁷ Copayment amounts based on center reimbursement rates.

⁸ Copayment amounts for center care in the Baltimore City Region.

⁹ Copayments are calculated using a multiplier of 22 days per month.

¹⁰ Copayment amounts based on licensed center reimbursement rates for Clark.

¹¹ Copayment amounts for New York City.

¹² Copayments are calculated using a multiplier of 4.3 to convert weekly rates to monthly rates.

¹³ Copayment amounts and income eligibility thresholds for the Gulf Coast Region.

¹⁴ Copayment amounts based on licensed center reimbursement rates.

¹⁵ Copayment amounts and income eligibility thresholds 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.

¹⁶ American Samoa serves all families that fall below the Federal Poverty Guidelines and waives the copayment for all eligible families.

¹⁷ Copayments are calculated using a multiplier of 4 weeks per month.

Table 35. 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), 2013 ¹

State	<u>Annual Earnings</u>		
	\$15,000	\$30,000	\$40,000
Alabama	69	199	Not eligible
Alaska	25	123	299
Arizona	43	130	Not eligible
Arkansas	0	790	Not eligible
California	0	76	236
Colorado ²	100	300	435
Connecticut	25	100	200
Delaware ³	115	367	689
DC	28	131	265
Florida ⁴	52	130	Not eligible
Georgia	139	260	Not eligible
Hawaii ⁵	207	1,035	1,656
Idaho ⁶	113	990	Not eligible
Illinois	26	156	299
Indiana	0	Not eligible	Not eligible
Iowa	0	106	Not eligible
Kansas	0	127	265
Kentucky	87	Not eligible	Not eligible
Louisiana ⁷	158	475	Not eligible
Maine	63	225	333
Maryland ⁸	62	384	Not eligible
Massachusetts	0	292	487
Michigan ⁷	54	Not eligible	Not eligible
Minnesota	0	74	171
Mississippi	60	185	267
Missouri ⁹	44	Not eligible	Not eligible
Montana	13	250	Not eligible
Nebraska	0	Not eligible	Not eligible
Nevada ¹⁰	55	221	552
New Hampshire	59	250	467
New Jersey	0	152	214
New Mexico	51	210	381
New York ¹¹	65	221	511
North Carolina	113	225	300
North Dakota	21	83	121
Ohio	54	Not eligible	Not eligible
Oklahoma	95	226	Not eligible
Oregon	57	355	684
Pennsylvania	43	212	316

Table 35. 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), 2013 ¹

State	<u>Annual Earnings</u>		
	\$15,000	\$30,000	\$40,000
Rhode Island	0	125	267
South Carolina	95	147	Not eligible
South Dakota	0	339	480
Tennessee ¹²	159	301	Not eligible
Texas ¹³	85	290	360
Utah ¹⁴	22	191	Not eligible
Vermont ¹⁵	0	228	741
Virginia ¹⁶	125	250	333
Washington	15	65	382
West Virginia	76	152	Not eligible
Wisconsin ¹²	43	224	340
Wyoming	0	38	263
American Samoa ¹⁷	0	0	0
Guam	0	463	Not eligible
No Mariana Islands ⁷	90	180	Not eligible
Puerto Rico	60	Not eligible	Not eligible
Virgin Islands ¹⁸	0	32	Not eligible

Source: CCDF Policies Database October 1, 2013 Data

¹ 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) 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.

² Income eligibility thresholds for Denver.

³ Copayment amounts based on center reimbursement rates for New Castle.

⁴ Copayment amounts for Miami-Dade County.

⁵ Copayment amounts based on reimbursement rates for licensed centers and center based infant and toddler care.

⁶ Copayment amounts based on center reimbursement rates for Region 4.

⁷ Copayment amounts based on center reimbursement rates.

⁸ Copayment amounts for center care in the Baltimore City Region.

⁹ Copayments are calculated using a multiplier of 22 days per month.

¹⁰ Copayment amounts based on licensed center reimbursement rates for Clark.

¹¹ Copayment amounts for New York City.

¹² Copayments are calculated using a multiplier of 4.3 to convert weekly rates to monthly rates.

¹³ Copayment amounts and income eligibility thresholds for the Gulf Coast Region.

¹⁴ If both parents in the household are working, the family would receive an additional \$100 income disregard for the second working parent and potentially qualify for lower copayment amounts.

¹⁵ Copayment amounts based on licensed center reimbursement rates.

¹⁶ Copayment amounts and income eligibility thresholds 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.

¹⁷ American Samoa serves all families that fall below the Federal Poverty Guidelines and waives the copayment for all eligible families.

¹⁸ Copayments are calculated using a multiplier of 4 weeks per month.

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 (See Appendix C for additional detail about the use of market rate surveys in establishing maximum reimbursement rates). 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 30 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 36 through 39 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 follows³⁴:

- 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 1st birthday), toddler (35 months, just before the 3rd birthday), preschool (59 months, just before the 5th 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 most populous region or county.

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

³⁴ 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>.

registered or certified providers are used. For in-home child care providers, the base rates reflect the rates for unlicensed providers, unless a State/Territory only allows licensed providers to participate in the subsidy program, in which case the base rates will reflect the amounts paid to licensed in-home 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 36)

Table 36 shows the maximum amount a State/Territory will pay to CCDF child care providers falling into the category of child care centers. Findings from 2013 include:

- Monthly base rates for infant care in child care centers range from \$200 in American Samoa to \$1,430 in New York. The average monthly base rate is \$725, and the median monthly base rate is \$685.
- Monthly base rates for toddler care in child care centers range from \$180 in American Samoa to \$1,105 in New York. The average monthly base rate is \$611, and the median monthly base rate is \$582.
- Monthly base rates for preschool care in child care centers range from \$180 in American Samoa to \$1,018 in Virginia. The average monthly base rate is \$561, and the median monthly base rate is \$564.
- Monthly base rates for before-and-after care in child care centers range from \$54 in American Samoa to \$650 in Virginia. The average monthly base rate is \$314, and the median monthly base rate is \$299.
- Twenty-six States 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 37)

Table 37 shows the maximum amount a State/Territory will pay to CCDF child care providers falling into the category of family child care homes. Findings from 2013 include:

- Monthly base rates for infant care in family child care homes range from \$200 in American Samoa to \$919 in Massachusetts. The average monthly base rate is \$552, and the median monthly base rate is \$522.
- Monthly base rates for toddler care in family child care homes range from \$180 in American Samoa to \$900 in Oregon. The average monthly base rate is \$507, and the median monthly base rate is \$488.

- Monthly base rates for preschool care in family child care homes range from \$180 in American Samoa to \$837 in Massachusetts. The average monthly base rate is \$484, and the median monthly base rate is \$460.
- Monthly base rates for before-and-after care in family child care homes range from \$54 in American Samoa to \$502 in California. The average monthly base rate is \$279, and the median monthly base rate is \$260.
- Twenty-five States 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 38)

Table 38 captures the maximum amount a State/Territory will pay to CCDF child care providers falling into the category of group child care homes. Findings from 2013 include:

- Monthly base rates for infant care in group child care homes range from \$200 in American Samoa to \$976 in Connecticut. The average monthly base rate is \$547, and the median monthly base rate is \$505.
- Monthly base rates for toddler care in group child care homes range from \$180 in American Samoa to \$976 in Connecticut. The average monthly base rate is \$500, and the median monthly base rate is \$470.
- Monthly base rates for preschool care in group child care homes range from \$180 in American Samoa to \$770 in Connecticut. The average monthly base rate is \$472, and the median monthly base rate is \$455.
- Monthly base rates for before-and-after care in group child care homes range from \$54 in American Samoa to \$498 in New York. The average monthly base rate is \$260, and the median monthly base rate is \$239.
- Sixteen States 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 39)

Table 39 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 2013 include:

- Monthly base rates for infant care for in-home child care providers range from \$152 in Alabama to \$1,571 in Iowa. The average monthly base rate is \$444, and the median monthly base rate is \$341.
- Monthly base rates for toddler care for in-home child care providers range from \$152 in Alabama to \$1,571 in Iowa. The average monthly base rate is \$424, and the median monthly base rate is \$323.
- Monthly base rates for preschool care for in-home child care providers range from \$152 in Alabama to \$1,571 in Iowa. The average monthly base rate is \$410, and the median monthly base rate is \$313.

- Monthly base rates for before-and-after care for in-home child care providers range from \$54 in American Samoa to \$785 in Iowa. The average monthly base rate is \$225, and the median monthly base rate is \$164.
- Nine States use higher tiered or accredited rates in addition to their base rates for care provided by in-home providers.
- In several States, such as Iowa, the policies for the rates paid to in-home providers involve a requirement that they be paid at least the State minimum wage.

Changes in Reimbursement Rate Policies from 2012 to 2013

From 2012 to 2013, several States/Territories made changes to their reimbursement rates for all four types of providers. Center child care rates for infant care changed in 17 States/Territories in 2013, increasing in 14 States/Territories and decreasing in 2. In Pennsylvania, the base rate was slightly lowered, while the highest infant center rate increased. Center child care rates for toddler care changed in 19 States/Territories, increasing in 16 States/Territories and decreasing in 2. Center rates for preschoolers changed in 16 States/Territories, increasing in 13 and decreasing in 2. As with its infant rates, Pennsylvania lowered its base toddler and preschool rates while increasing its highest rates. Center child care rates for before-and-after care changed in 17 States/Territories from 2012 to 2013. Rates increased in 12 States/Territories and decreased in 5 States/Territories.

Family child care home rates for infant care changed in 19 States/Territories from 2012 to 2013, increasing in 17 and decreasing in 1. As with its center rates, Pennsylvania decreased all of its base family child care home rates and increased its highest family child care home rates for infants, toddlers, and preschoolers. Family child care home rates for toddler care changed in 20 States/Territories, increasing in 17 States/Territories, decreasing in 2, and the changes varying in Pennsylvania. Family child care home rates for preschool care changed in 18 States/Territories. Fifteen States/Territories raised their toddler rates, two lowered their rates, and Pennsylvania's rate changes varied. Family child care home rates for before-and-after care changed in 18 States/Territories from 2012 to 2013, increasing in 12 and decreasing in 6.

From 2012 to 2013, group child care home rates for infant care changed in 13 States/Territories. The rates increased in 11 States/Territories, decreased in 1, and in Pennsylvania the base rate decreased while the highest rate increased. Group child care home rates for toddler and preschool care changed in 14 States/Territories from 2012 to 2013, increasing in 11 States/Territories, decreasing in 2, and the changes varying in Pennsylvania. Group child care home rates for before-and-after care changed in 13 States/Territories from 2012 to 2013, increasing in eight States/Territories and decreasing in five.

In-home child care rates for infant care changed in 10 States/Territories from 2012 to 2013, increasing in nine States/Territories and decreasing in one. In-home child care rates for toddler care changed in 11 States/Territories, increasing in nine and decreasing in two. Ten States/Territories changed their in-home preschool rates, with eight increasing their rates and two decreasing their rates. In-home child care rates for before-and-after care changed in ten States/Territories, increasing in six States/Territories 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 premises, infectious diseases, and training. Many CCDF child care providers are licensed 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. However, some providers are not licensed, 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 40, 41, and 42 review these types of policies.

Unregulated Provider Background Check Requirements (Table 40)

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 40 describes the background checks to which legally unregulated providers are subject if they wish to receive CCDF payments. Findings from 2013 include:

- Thirty-nine States/Territories require criminal history background checks for the provider and other staff members and/or people in the home. Nine States/Territories require criminal history background checks for only the provider, while seven States do not require criminal history background checks for unregulated providers.
- Most of the States/Territories (46) require providers to undergo some sort of child protective services screening, and 15 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 41)

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 41 focuses on two aspects 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 2013 include:

- Fourteen States/Territories require the provider to be CPR certified, and 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, and another five States/Territories require at least one person on site to have First Aid certification.

Provider Policies: Who May Provide Care (Table 42)

Table 42 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 2013 include:

- Whereas most States/Territories require providers to be at least 18 years of age, New Hampshire sets the minimum age at 16, Alabama and Nebraska require the provider to be at least 19, and Georgia, Rhode Island, and South Carolina require that the provider be at least 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, 33 States/Territories allow relatives living in the home to provide care if they are not counted as part of the family unit, while only six allow some types of relatives included in the unit to provide care.

Changes in Unregulated Provider Policies from 2012 to 2013

No States/Territories made changes to the training policies captured in the tables, while seven States/Territories changed their policies regarding background check requirements. Six States/Territories (Hawaii, Indiana, Kentucky, New Mexico, Wyoming, and Guam) added sex

offender registry checks to their required background checks for providers. Three States (Indiana, Iowa, and Wyoming) added FBI background checks, and Hawaii added an adult protective services background check. Only one State updated its policies for who is allowed to provide care. In Florida, adults living in the home and part of the assistance unit were allowed to provide care in 2013.

Table 36. Maximum Reimbursement Rates for Licensed Child Care Centers (Monthly Dollar Amounts), 2013¹

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
Alabama ²	481	481	442	442	442	442	204	204
Alaska ³	850	850	800	800	650	650	375	375
Arizona ⁴	654	720	576	634	516	567	347	381
Arkansas ⁵	552	552	531	531	457	457	324	324
California ⁶	1,029	1,029	744	744	744	744	386	386
Colorado ⁷	910	1,148	672	888	672	888	368	498
Connecticut ⁸	976	1,025	976	1,025	770	808	460	483
Delaware ⁹	708	708	574	574	574	574	275	275
DC ¹⁰	1,014	1,356	992	1,267	633	910	265	416
Florida ¹¹	507	608	429	515	403	484	273	328
Georgia ¹²	602	663	559	615	494	543	282	310
Hawaii ¹³	1,395	1,395	675	710	675	710	155	155
Idaho ¹⁴	594	594	492	492	492	492	151	151
Illinois ¹⁵	1,007	1,007	851	851	709	709	354	354
Indiana ¹⁶	945	1,040	815	897	693	763	377	416
Iowa	727	727	586	586	586	586	264	264
Kansas ¹⁷	588	588	395	395	395	395	197	197
Kentucky ¹⁸	520	520	520	520	455	455	282	282
Louisiana ¹⁹	407	407	407	407	385	385	193	193
Maine ²⁰	975	975	932	932	810	810	422	422
Maryland ²¹	794	1,143	474	597	474	597	316	398
Massachusetts ²²	1,182	1,217	795	1,080	795	795	354	354
Michigan	650	650	433	433	433	433	217	217
Minnesota ²³	1,125	1,294	838	964	838	964	638	733
Mississippi ²⁴	339	375	326	357	312	339	183	201
Missouri ²⁵	624	748	364	437	364	437	236	283

Table 36. Maximum Reimbursement Rates for Licensed Child Care Centers (Monthly Dollar Amounts), 2013¹								
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
Montana ²⁶	729	729	637	637	637	637	477	477
Nebraska ²⁷	845	910	780	845	731	845	433	520
Nevada ²⁸	672	672	607	607	498	498	206	206
New Hampshire ²⁹	874	874	828	828	737	737	368	368
New Jersey ¹³	695	730	573	604	573	604	287	302
New Mexico ³⁰	521	671	471	621	440	590	293	405
New York ³¹	1,430	1,430	1,105	1,105	940	940	542	542
North Carolina ³²	698	789	676	751	641	702	420	445
North Dakota	663	663	600	600	565	565	300	300
Ohio ³³	713	892	652	815	570	713	253	317
Oklahoma ³⁴	336	758	292	601	292	487	173	303
Oregon ³⁵	900	900	894	894	705	705	524	524
Pennsylvania ³⁶	902	1,011	772	881	707	816	494	523
Rhode Island ²⁹	815	815	815	815	680	680	308	308
South Carolina ³⁷	455	650	455	650	390	624	212	303
South Dakota ³⁸	650	650	650	650	572	572	260	260
Tennessee ³⁹	568	679	426	512	426	512	215	258
Texas ⁴⁰	713	749	586	615	508	533	297	312
Utah ¹³	620	620	525	525	480	480	396	396
Vermont ⁴¹	594	832	578	809	562	786	300	419
Virginia ⁴²	1,213	1,213	1,018	1,018	1,018	1,018	650	650
Washington ⁴³	996	996	698	698	698	698	428	428
West Virginia ⁴⁴	560	640	480	560	460	540	190	230
Wisconsin ⁴⁵	948	1,247	817	1,075	735	968	409	538
Wyoming ⁴⁶	675	675	531	531	521	521	336	336
American Samoa	200	200	180	180	180	180	54	54

Table 36. Maximum Reimbursement Rates for Licensed Child Care Centers (Monthly Dollar Amounts), 2013¹

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
Guam	525	525	450	450	425	425	349	349
No Mariana Islands ⁴⁷	300	300	300	300	300	300	100	100
Puerto Rico ²⁹	343	343	343	343	329	329	251	251
Virgin Islands	300	300	300	300	300	300	150	150

Source: CCDF Policies Database October 1, 2013 Data

¹ 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.

² Center reimbursement rates for the Birmingham Region.

³ Center reimbursement rates for Anchorage.

⁴ Base rates are licensed center reimbursement rates for District 1. Highest rates are licensed accredited center reimbursement rates for District 1.

⁵ Infant-toddler center rates for Pulaski County.

⁶ Center reimbursement rates for Los Angeles. Before-and-after care rates reflect monthly part-time rates.

⁷ Base rates are reimbursement rates for centers with no additional rating in Denver. Highest rates are tier five center reimbursement rates for Denver.

⁸ 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.

⁹ Center reimbursement rates for New Castle.

¹⁰ Base rates are bronze tier center reimbursement rates. Highest rates are gold tier center reimbursement rates.

¹¹ Base rates are licensed or exempt center reimbursement rates for Miami-Dade County. Highest rates are Gold Seal center reimbursement rates for the Miami-Dade Coalition. Before-and-after care rates reflect part-time, weekly before or after school rates for school-age children.

- ¹² Base rates are center rates with no additional star rating for Zone 1. Highest rates are three-star center rates for Zone 1.
- ¹³ Base rates are licensed center reimbursement rates. Highest rates are accredited center reimbursement rates.
- ¹⁴ Center reimbursement rates for Region 4.
- ¹⁵ 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.
- ¹⁶ Base rates are licensed center reimbursement rates for Marion. Highest rates are accredited center reimbursement rates for Marion.
- ¹⁷ Center reimbursement rates for Sedgwick County.
- ¹⁸ Licensed center reimbursement rates for Central Region Urban Counties.
- ¹⁹ This state authorizes a maximum of 22 days per month. The multiplier for converting maximum daily rates to maximum monthly rates is 22.
- ²⁰ Licensed center reimbursement rates for Cumberland County.
- ²¹ Base rates are unaccredited center reimbursement rates for Baltimore City. Highest rates are level four center reimbursement rates for Baltimore City.
- ²² Base rates are reimbursement rates for centers with no additional rating in Region 6. Highest rates are QRIS level two and above center reimbursement rates for Region 6.
- ²³ Base rates are unaccredited center reimbursement rates for Hennepin County. Highest rates are accredited center reimbursement rates for Hennepin County.
- ²⁴ Base rates are tier two center reimbursement rates. Highest rates are tier one center reimbursement rates.
- ²⁵ 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.
- ²⁶ Center reimbursement rates for the Billings Region.
- ²⁷ 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.
- ²⁸ Licensed center reimbursement rates for Clark.
- ²⁹ Licensed center reimbursement rates.
- ³⁰ Base rates are licensed center reimbursement rates for Metro Areas. Highest rates are five-star licensed center reimbursement rates for Metro Areas.
- ³¹ Day care center reimbursement rates for Group 5 counties: New York, Bronx, Kings, Queens, and Richmond.
- ³² Base rates are licensed three-star center reimbursement rates for Mecklenburg County. Highest rates are licensed five-star center reimbursement rates for Mecklenburg County. The before-and-after school rate is calculated at 75 percent of the full-time rate.
- ³³ Base rates are licensed center reimbursement rates for Cuyahoga County. Highest rates are five-star center reimbursement rates for Cuyahoga County.
- ³⁴ Base rates are one-star center reimbursement rates for Enhanced Areas. Highest rates are three-star center reimbursement rates for Enhanced Areas. Before-and-after care rates are blended rates for a traditional school year.

³⁵ Certified center reimbursement rates for Group Area A.

³⁶ Base rates are reimbursement rates for centers with no additional rating for Philadelphia. Highest rates are star four center reimbursement rates for Philadelphia.

³⁷ 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 for full-time care and \$10 for part-time care. Providers who do not receive the quality incentive bonus are reimbursed at \$10 to \$20 less per week.

³⁸ Licensed center reimbursement rates for Minnehaha County.

³⁹ 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.

⁴⁰ 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.

⁴¹ Base rates are licensed center reimbursement rates. Highest rates are licensed five-star center reimbursement rates.

⁴² Level two center reimbursement rates for Fairfax.

⁴³ 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.

⁴⁴ Base rates are tier one center reimbursement rates. Highest rates are tier three center reimbursement rates.

⁴⁵ Base rates are licensed two-star center rates for Milwaukee. Highest rates are licensed five-star center rates for Milwaukee. This state uses a multiplier of 4.3 to convert weekly rates to monthly rates.

⁴⁶ Licensed center reimbursement rates. The state sets a maximum reimbursement rate for all children at \$675. With a quality capacity payment added to the infant rate, the calculated rate exceeded \$675, and so the lower rate was used.

⁴⁷ Territory approves a maximum of three hours of care per day for after school programs.

Table 37. Maximum Reimbursement Rates for Licensed Family Child Care Homes (Monthly Dollar Amounts), 2013 ¹

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
Alabama ²	386	386	360	360	360	360	182	182
Alaska ³	700	700	650	650	545	545	301	301
Arizona ⁴	433	477	433	477	390	429	260	286
Arkansas ⁵	509	509	487	487	405	405	320	320
California ⁶	753	753	683	683	683	683	502	502
Colorado ⁷	693	867	585	737	585	737	325	412
Connecticut ⁸	744	781	744	781	744	781	460	483
Delaware ⁹	498	498	448	448	448	448	217	217
DC ¹⁰	710	872	676	847	477	607	260	335
Florida ¹¹	438	608	386	515	381	484	256	328
Georgia ¹²	477	524	433	477	416	458	221	243
Hawaii ¹³	650	650	600	600	600	600	155	155
Idaho ¹⁴	489	489	460	460	460	460	151	151
Illinois ¹⁵	702	702	676	676	633	633	317	317
Indiana ¹⁶	563	620	542	598	433	477	329	364
Iowa ¹⁷	562	562	528	528	528	528	234	234
Kansas ¹⁸	409	409	347	347	347	347	173	173
Kentucky ¹⁹	455	455	455	455	412	412	282	282
Louisiana ²⁰	352	352	352	352	330	330	165	165
Maine ²¹	693	693	672	672	650	650	374	374
Maryland ²²	596	769	450	576	450	576	300	384
Massachusetts ²³	919	939	837	856	837	837	419	419
Michigan	503	503	416	416	416	416	208	208
Minnesota ²⁴	706	812	615	707	615	707	410	471
Mississippi ²⁵	245	272	237	259	223	245	112	125
Missouri ²⁶	390	468	309	371	309	371	190	228

Table 37. Maximum Reimbursement Rates for Licensed Family Child Care Homes (Monthly Dollar Amounts), 2013 ¹

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
Montana ²⁷	597	597	552	552	552	552	442	442
Nebraska ²⁸	585	650	563	607	542	607	303	347
Nevada ²⁹	650	650	585	585	563	563	249	249
New Hampshire ¹³	672	672	661	661	639	639	217	217
New Jersey ³⁰	655	688	514	538	514	538	257	269
New Mexico ³¹	410	560	370	520	369	519	273	386
New York ³²	693	693	693	693	650	650	433	433
North Carolina ³³	519	566	504	538	480	509	362	380
North Dakota ¹³	480	480	470	470	460	460	240	240
Ohio ³⁴	600	660	547	602	504	554	259	285
Oklahoma ³⁵	314	601	265	515	265	515	152	303
Oregon ³⁶	900	900	900	900	785	785	488	488
Pennsylvania ³⁷	729	837	642	751	603	712	429	458
Rhode Island ¹³	672	672	672	672	650	650	308	308
South Carolina ³⁸	377	494	377	494	347	455	186	260
South Dakota ³⁹	477	477	477	477	459	459	238	238
Tennessee ⁴⁰	430	516	366	439	366	439	215	258
Texas ⁴¹	457	485	402	426	379	402	223	237
Utah	500	500	493	493	462	462	389	389
Vermont ⁴²	495	693	477	667	428	600	232	325
Virginia ⁴³	802	802	715	715	715	715	455	455
Washington ⁴⁴	898	898	658	658	658	658	431	431
West Virginia ⁴⁵	400	480	400	480	400	480	160	200
Wisconsin ⁴⁶	776	1,021	715	941	674	887	362	476
Wyoming ⁴⁷	675	675	488	488	478	478	318	318
American Samoa	200	200	180	180	180	180	54	54

Table 37. Maximum Reimbursement Rates for Licensed Family Child Care Homes (Monthly Dollar Amounts), 2013 ¹

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
Guam	525	525	450	450	425	425	349	349
No Mariana Islands ⁴⁸	300	300	300	300	300	300	100	100
Puerto Rico	270	270	270	270	264	264	220	220
Virgin Islands	300	300	300	300	300	300	150	150

Source: CCDF Policies Database October 1, 2013 Data

¹ 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.

² Family day care rates for the Birmingham Region.

³ Family home care rates for Anchorage.

⁴ Base rates are certified family child care home rates for District 1. Highest rates are accredited family child care home rates for District 1.

⁵ Licensed child care family home rates for Pulaski County.

⁶ Licensed family child care home rates for Los Angeles. Before-and-after care rates reflect monthly part-time rates.

⁷ Base rates are reimbursement rates for family child care homes with no additional rating for Denver. Highest rates are tier five family child care home rates for Denver.

⁸ 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.

⁹ Licensed family child care home rates for New Castle.

¹⁰ Base rates are bronze tier family child care home reimbursement rates. Highest rates are gold tier family child care home reimbursement rates.

- ¹¹ Base rates are licensed family child care home reimbursement rates for Miami-Dade County. Highest rates are Gold Seal family child care home rates for the Miami-Dade Coalition. Before-and-after care rates reflect part-time, weekly before or after school rates for school-age children.
- ¹² Base rates are family child care home rates with no additional star rating for Zone 1. Highest rates are three-star family child care home rates for Zone 1.
- ¹³ Licensed family child care home rates.
- ¹⁴ Family child care home rates for Region 4.
- ¹⁵ 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.
- ¹⁶ Base rates are licensed family child care home rates for Marion. Highest rates are accredited family child care home rates for Marion.
- ¹⁷ Registered Child Development Home category A and B rates.
- ¹⁸ Licensed family child care home rates for Sedgwick County.
- ¹⁹ Certified family child care home rates for Central Region Urban Counties.
- ²⁰ This state authorizes a maximum of 22 days per month. The multiplier for converting maximum daily rates to maximum monthly rates is 22.
- ²¹ Licensed family child care home rates for Cumberland County.
- ²² Base rates are unaccredited family child care home rates for Baltimore City. Highest rates are level four family child care home rates for Baltimore City.
- ²³ Base rates are reimbursement rates for systems family child care homes with no additional rating in Region 6. Highest rates are QRIS level two and above systems family child care home rates for Region 6.
- ²⁴ 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.
- ²⁵ Base rates are tier two family child care home rates. Highest rates are tier one family child care home rates.
- ²⁶ 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.
- ²⁷ Family child care home rates for the Billings Region.
- ²⁸ 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.
- ²⁹ Licensed family child care home rates for Clark County.
- ³⁰ Base rates are registered family child care home rates. Highest rates are accredited family child care home rates.
- ³¹ Base rates are licensed family child care home rates for Metro Areas. Highest rates are licensed five-star family child care home rates for Metro Areas.
- ³² Registered family day care rates for Group 5 counties: New York, Bronx, Kings, Queens, and Richmond.

- ³³ Base rates are licensed three-star family child care home rates for Mecklenburg County. Highest rates are licensed five-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.
- ³⁴ Base rates are certified professional Type B home rates for Cuyahoga County. Highest rates are certified professional accredited Type B home rates for Cuyahoga County.
- ³⁵ 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. Before-and-after care rates are blended rates for a traditional school year.
- ³⁶ Certified family child care home rates for Group Area A.
- ³⁷ Base rates are reimbursement rates for family child care homes with no additional rating for Philadelphia. Highest rates are star four family child care home rates for Philadelphia.
- ³⁸ 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 for full-time care and \$10 for part-time care. Providers who do not receive the quality incentive bonus are reimbursed at \$10 to \$20 less per week.
- ³⁹ Regulated family child care home rates for Minnehaha County.
- ⁴⁰ 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.
- ⁴¹ 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.
- ⁴² Base rates are registered family child care home rates. Highest rates are registered five-star family child care home rates.
- ⁴³ Level two family day home rates for Fairfax.
- ⁴⁴ 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.
- ⁴⁵ Base rates are tier one family child care home rates. Highest rates are tier three family child care home rates.
- ⁴⁶ Base rates are licensed two-star family child care home rates for Milwaukee. Highest rates are licensed five-star family child care home rates for Milwaukee. This state uses a multiplier of 4.3 to convert weekly rates to monthly rates.
- ⁴⁷ Licensed family child care home rates. The state sets a maximum reimbursement rate for all children at \$675. With a quality capacity payment added to the infant rate, the calculated rate exceeded \$675, and so the lower number was used.
- ⁴⁸ Territory approves a maximum of three hours of care per day for after school programs.

Table 38. Maximum Reimbursement Rates for Licensed Group Child Care Homes (Monthly Dollar Amounts), 2013¹

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 ²	407	407	390	390	390	390	186	186
Alaska ³	850	850	800	800	650	650	375	375
Arizona ⁴	520	572	477	524	433	477	303	334
Arkansas ⁵	NA	NA	NA	NA	NA	NA	NA	NA
California ⁵	NA	NA	NA	NA	NA	NA	NA	NA
Colorado ⁵	NA	NA	NA	NA	NA	NA	NA	NA
Connecticut ⁶	976	1,025	976	1,025	770	808	460	483
Delaware ⁷	498	498	448	448	448	448	217	217
DC ⁵	NA	NA	NA	NA	NA	NA	NA	NA
Florida ⁸	438	608	386	515	381	484	256	328
Georgia ⁹	602	663	559	615	494	543	282	310
Hawaii ¹⁰	675	675	675	675	675	675	155	155
Idaho ¹¹	505	505	460	460	460	460	151	151
Illinois ¹²	702	702	676	676	633	633	317	317
Indiana ⁵	NA	NA	NA	NA	NA	NA	NA	NA
Iowa ¹³	539	539	528	528	528	528	234	234
Kansas ¹⁴	409	409	347	347	347	347	173	173
Kentucky ⁵	NA	NA	NA	NA	NA	NA	NA	NA
Louisiana ⁵	NA	NA	NA	NA	NA	NA	NA	NA
Maine ⁵	NA	NA	NA	NA	NA	NA	NA	NA
Maryland ⁵	NA	NA	NA	NA	NA	NA	NA	NA
Massachusetts ⁵	NA	NA	NA	NA	NA	NA	NA	NA
Michigan	503	503	416	416	416	416	208	208
Minnesota ⁵	NA	NA	NA	NA	NA	NA	NA	NA
Mississippi ¹⁵	339	375	326	357	312	339	183	201
Missouri ¹⁶	452	543	309	371	309	371	192	230

Table 38. Maximum Reimbursement Rates for Licensed Group Child Care Homes (Monthly Dollar Amounts), 2013¹

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
Montana ¹⁷	641	641	575	575	575	575	451	451
Nebraska ¹⁸	585	650	563	607	542	607	303	347
Nevada ¹⁹	607	607	520	520	455	455	227	227
New Hampshire ¹⁰	672	672	661	661	639	639	217	217
New Jersey ⁵	NA	NA	NA	NA	NA	NA	NA	NA
New Mexico ²⁰	424	574	389	539	383	533	284	396
New York ²¹	862	862	802	802	758	758	498	498
North Carolina ⁵	NA	NA	NA	NA	NA	NA	NA	NA
North Dakota	480	480	470	470	460	460	240	240
Ohio ²²	713	892	652	815	570	713	253	317
Oklahoma ²³	314	601	265	515	265	515	152	303
Oregon ⁵	NA	NA	NA	NA	NA	NA	NA	NA
Pennsylvania ²⁴	724	832	642	751	621	729	429	458
Rhode Island ¹⁰	672	672	672	672	650	650	308	308
South Carolina ²⁵	360	464	360	464	325	433	195	238
South Dakota ²⁶	650	650	650	650	572	572	260	260
Tennessee ²⁷	495	593	387	464	387	464	215	258
Texas ²⁸	485	509	415	436	402	426	239	251
Utah	500	500	493	493	462	462	389	389
Vermont ⁵	NA	NA	NA	NA	NA	NA	NA	NA
Virginia ⁵	NA	NA	NA	NA	NA	NA	NA	NA
Washington ⁵	NA	NA	NA	NA	NA	NA	NA	NA
West Virginia ²⁹	500	580	400	480	400	480	180	220
Wisconsin ³⁰	948	1,247	817	1,075	735	968	409	538
Wyoming ³¹	675	675	488	488	478	478	318	318
American Samoa	200	200	180	180	180	180	54	54

Table 38. Maximum Reimbursement Rates for Licensed Group Child Care Homes (Monthly Dollar Amounts), 2013¹								
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
Guam	525	525	450	450	425	425	349	349
No Mariana Islands ³²	300	300	300	300	300	300	100	100
Puerto Rico	270	270	270	270	264	264	220	220
Virgin Islands	300	300	300	300	300	300	150	150

Source: CCDF Policies Database October 1, 2013 Data

¹ 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.

² Group day care home rates for the Birmingham Region.

³ Group child care home rates for Anchorage.

⁴ Base rates are certified group child care home rates for District 1. Highest rates are accredited group child care home rates for District 1.

⁵ State, county, or territory does not specify rates for group child care homes. The state may define family homes or centers to include these larger home settings.

⁶ 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.

⁷ Licensed group child care home rates for New Castle.

⁸ Base rates are licensed large family child care home rates for the Miami-Dade County. Highest rates are Gold Seal large family child care home rates for the Miami-Dade Coalition. Before-and-after care rates reflect part-time, weekly before or after school rates for school-age children.

⁹ Base rates are group child care home rates with no additional star rating for Zone 1. Highest rates are three-star group child care home rates for Zone 1.

- ¹⁰ Licensed group child care home rates.
- ¹¹ Group child care home rates for Region 4.
- ¹² 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.
- ¹³ Child Development Home category C rates.
- ¹⁴ Licensed group child care home rates for Sedgwick County.
- ¹⁵ Base rates are tier two group child care home rates. Highest rates are tier one group child care home rates.
- ¹⁶ 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.
- ¹⁷ Group child care home rates for the Billings Region.
- ¹⁸ 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.
- ¹⁹ Licensed group child care home rates for Clark County.
- ²⁰ Base rates are licensed group child care rates for Metro Areas. Highest rates are licensed five-star group child care rates for Metro Areas.
- ²¹ Group family day care rates for Group 5 counties: New York, Bronx, Kings, Queens, and Richmond.
- ²² Base rates are licensed Type A home rates for Cuyahoga County. Highest rates are five-star Type A home rates for Cuyahoga County.
- ²³ Base rates are one-star child care home rates for Enhanced Areas. Highest rates are three-star child care home rates for Enhanced Areas. Before-and-after care rates are blended rates for a traditional school year.
- ²⁴ Base rates are reimbursement rates for group child care homes with no additional rating for Philadelphia. Highest rates are star four group child care home rates for Philadelphia.
- ²⁵ 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 for full-time care and \$10 for part-time care. Providers who do not receive the quality incentive bonus are reimbursed at \$10 to \$20 less per week.
- ²⁶ Licensed group family child care rates for Minnehaha County.
- ²⁷ 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.
- ²⁸ 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.
- ²⁹ Base rates are tier one family child care facility rates. Highest rates are tier three family child care facility rates.

³⁰ Group child care homes use the same rates as centers. Base rates are licensed two-star center rates for Milwaukee. Highest rates are licensed five-star center rates for Milwaukee. This state uses a multiplier of 4.3 to convert weekly rates to monthly rates.

³¹ Licensed group child care home rates. The state sets a maximum reimbursement rate for all children at \$675. With a quality capacity payment added to the infant rate, the calculated rate exceeded \$675, and so the lower number was used.

³² Territory approves a maximum of three hours of care per day for after school programs.

Table 39. Maximum Reimbursement Rates for In-Home Child Care (Monthly Dollar Amounts), 2013 ¹

State	Full-Time Care						Before-and-After Care	
	<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
Alabama	152	152	152	152	152	152	76	76
Alaska ²	518	518	492	492	440	440	258	258
Arizona ³	227	477	227	477	227	429	130	286
Arkansas ⁴	509	509	487	487	405	405	320	320
California ⁵	452	452	410	410	410	410	175	175
Colorado ⁶	282	347	260	303	260	303	152	173
Connecticut ⁷	383	383	383	383	383	383	228	228
Delaware ⁸	498	498	448	448	448	448	217	217
DC	246	246	217	217	188	188	98	98
Florida ⁹	217	217	182	182	191	191	130	130
Georgia ¹⁰	390	390	368	368	325	325	217	217
Hawaii ¹¹	400	400	350	350	350	350	60	60
Idaho ¹²	489	489	460	460	460	460	151	151
Illinois ¹³	336	336	336	336	336	336	168	168
Indiana ¹⁴	1,257	1,257	1,257	1,257	1,257	1,257	628	628
Iowa ¹⁵	1,571	1,571	1,571	1,571	1,571	1,571	785	785
Kansas	298	298	298	298	298	298	149	149
Kentucky ¹⁶	282	282	282	282	260	260	130	130
Louisiana ¹⁷	341	341	341	341	319	319	160	160
Maine ¹⁸	485	485	470	470	455	455	262	262
Maryland ¹⁹	292	292	232	232	232	232	154	154
Massachusetts	325	325	325	325	325	325	173	173
Michigan ²⁰	234	381	234	321	234	321	117	160
Minnesota ²¹	385	442	335	385	335	385	155	179
Mississippi ²²	196	272	187	259	179	245	89	125
Missouri ²³	330	330	286	286	286	286	176	176

Table 39. Maximum Reimbursement Rates for In-Home Child Care (Monthly Dollar Amounts), 2013 ¹

State	Full-Time Care				Before-and-After Care			
	<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
Montana ²⁴	449	449	416	416	416	416	336	336
Nebraska ²⁵	1,257	1,257	1,257	1,257	1,257	1,257	628	628
Nevada ²⁶	498	498	433	433	412	412	325	325
New Hampshire ²⁷	470	470	463	463	447	447	152	152
New Jersey ²⁸	394	394	307	307	307	307	154	154
New Mexico ²⁹	279	279	264	264	242	242	182	182
New York ³⁰	451	485	451	485	425	455	282	303
North Carolina ³¹	519	566	504	538	480	509	362	380
North Dakota ³²	300	370	280	340	272	332	156	192
Ohio ³³	1,387	1,387	1,387	1,387	1,387	1,387	693	693
Oklahoma	283	283	239	239	239	239	117	117
Oregon ³⁴	493	600	466	600	440	600	227	413
Pennsylvania ³⁵	276	276	264	264	245	245	216	216
Rhode Island ¹¹	321	321	321	321	217	217	104	104
South Carolina ³⁶	195	195	195	195	182	182	95	95
South Dakota ³⁷	277	277	277	277	277	277	139	139
Tennessee ³⁸	301	301	258	258	258	258	151	151
Texas ³⁹	329	329	286	286	245	245	143	143
Utah ⁴⁰	340	340	274	274	213	213	176	176
Vermont ⁴¹	347	347	347	347	290	290	170	170
Virginia ⁴²	672	672	628	628	628	628	412	412
Washington ⁴³	385	385	385	385	385	385	197	197
West Virginia	360	360	320	320	320	320	160	160
Wisconsin ⁴⁴	1,309	1,309	1,309	1,309	1,309	1,309	654	654
Wyoming ¹¹	298	298	298	298	298	298	149	149
American Samoa	200	200	180	180	180	180	54	54

Table 39. Maximum Reimbursement Rates for In-Home Child Care (Monthly Dollar Amounts), 2013 ¹

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
Guam	525	525	450	450	425	425	349	349
No Mariana Islands ⁴⁵	300	300	300	300	300	300	100	100
Puerto Rico	270	270	270	270	264	264	220	220
Virgin Islands	300	300	300	300	300	300	150	150

Source: CCDF Policies Database October 1, 2013 Data

¹ 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.

² Approved in-home child care rates for Anchorage.

³ Base rates are in-home rates for non-certified relative providers. Highest rates are accredited in-home child care rates for District 1.

⁴ Registered in-home child care rates for Pulaski County.

⁵ In-home rates for Los Angeles. Before-and-after care rates reflect monthly part-time rates.

⁶ 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 five providers for Denver.

⁷ Unlicensed in-home child care rates. Rates were calculated using a multiplier of 4.3 to convert weekly rates to monthly rates.

⁸ In-home child care rates for New Castle.

⁹ Rates for informal providers for Miami-Dade County. Before-and-after care rates reflect part-time, weekly before or after school rates for school-age children.

¹⁰ In-home child care rates for Zone 1.

¹¹ License-exempt in-home child care rates.

¹² In-home child care rates for Region 4.

- ¹³ 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.
- ¹⁴ 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 three children.
- ¹⁵ 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.
- ¹⁶ Registered in-home child care rates for Central Region Urban Counties.
- ¹⁷ This state authorizes a maximum of 22 days per month. The multiplier for converting maximum daily rates to maximum monthly rates is 22.
- ¹⁸ Unlicensed in-home child care rates for Cumberland County.
- ¹⁹ In-home provider rates for Baltimore City.
- ²⁰ Base rates are tier one in-home child care rates. Highest rates are tier two in-home child care rates.
- ²¹ Base rates are unaccredited in-home child care rates for Hennepin County. Highest rates are accredited in-home child care rates for Hennepin County. Child care assistance in the child's home may only be authorized if the parents have authorized activities outside of the home and the authorized activity occurs when out-of-home care is not available, the family lives in an area where out-of-home care is not available, or the child has a verified illness or disability that creates a risk or hardship.
- ²² Base rates are tier three in-home child care rates. Highest rates are tier one in-home child care rates.
- ²³ Registered family home rates for St. Louis County. Rates calculated using a multiplier of 22 days per month.
- ²⁴ In-home child care rates for the Billings Region.
- ²⁵ 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.
- ²⁶ Unlicensed child care rates for Clark County.
- ²⁷ Rates for license-exempt child care providers.
- ²⁸ In-home child care rates for informal or relative care.
- ²⁹ Registered in-home child care rates for Metro Areas.
- ³⁰ 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.
- ³¹ Base rates are licensed three-star family child care home rates for Mecklenburg County. Highest rates are licensed five-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.
- ³² Base rates are in-home child care rates for informal and relative care. Highest rates are registered in-home child care rates.

- ³³ In-home child care aide rates for Cuyahoga County.
- ³⁴ 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 for part-time care provided by standard in-home providers.
- ³⁵ In-home child care rates for Philadelphia. Parents are required to make sure in-home providers are paid minimum wage.
- ³⁶ In-home child care rates for urban counties.
- ³⁷ Unregulated child care rates.
- ³⁸ 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.
- ³⁹ Unregulated relative care provider rates for the Gulf Coast Region.
- ⁴⁰ License-exempt in-home child care rates for relative or neighbor providers.
- ⁴¹ Legally-exempt provider rates.
- ⁴² In-home child care rates for Fairfax.
- ⁴³ 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.
- ⁴⁴ 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 plus a five percent increase to account for the state's tiered reimbursement rate system, regardless of the number of children in care. This state uses a multiplier of 4.3 to convert weekly rates to monthly rates.
- ⁴⁵ Territory approves a maximum of three hours of care per day for after school programs.

Table 40. Unregulated Provider Background Check Requirements, 2013

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	No	No
Alaska	Yes, for provider and others	State, FBI, Sex Offender Registry ²	Yes, for provider and others	Yes, for provider and others
Arizona	Yes, for the provider only	State, FBI	Yes, for the provider only	No
Arkansas	Yes, for provider and others	State	Yes, for provider and others	No
California	Yes, for the provider only ³	State, FBI, Sex Offender Registry	Yes, for the provider only	No
Colorado	Yes, for provider and others	State, FBI ⁴	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 ⁵	Yes, for provider and others	Yes, for provider and others
Georgia	Yes, for the provider only ⁶	State, FBI	Yes, for the provider only	No
Hawaii	Yes, for provider and others ⁷	State, FBI, Sex Offender Registry ⁸	Yes, for provider and others ⁷	Yes, for provider and others ⁷
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 ⁹	State, FBI, Sex Offender Registry ¹⁰	Yes, for provider and others	No
Indiana	Yes, for provider and others	FBI, Sex Offender Registry	Yes, for provider and others	No
Iowa	Yes, for provider and others	State, FBI, Sex Offender Registry ¹¹	Yes, for provider and others	Yes, for provider and others
Kansas	Yes, for provider and others	State ¹²	Yes, for provider and others	No
Kentucky	Yes, for provider and others	State, Sex Offender Registry ¹³	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	No
Maryland	No	NA	Yes, for provider and others	No

Table 40. Unregulated Provider Background Check Requirements, 2013

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
Massachusetts	Yes, for the provider only ¹⁴	State	Yes, for the provider only ¹⁴	No
Michigan	Yes, for provider and others	State, Sex Offender Registry	Yes, for provider and others	No
Minnesota	Yes, for provider and others ¹⁵	State	Yes, for provider and others ¹⁵	Yes, for provider and others ¹⁶
Mississippi	No ¹⁷	NA	Yes, for provider and others ¹⁸	No
Missouri	Yes, for the provider only	State, FBI	Yes, for provider and others	Yes, for provider and others
Montana	Yes, for provider and others ¹⁹	State, FBI, Sex Offender Registry ²⁰	Yes, for provider and others	Yes, for provider and others
Nebraska	Yes, for provider and others ²¹	State, Sex Offender Registry	Yes, for provider and others ²¹	Yes, for provider and others ²¹
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, Sex Offender Registry	Yes, for provider and others	No
New York	Yes, for provider and others ²²	Sex Offender Registry ²²	Yes, for the provider only	No
North Carolina	NA ²³	NA ²³	NA ²³	NA ²³
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 ²⁴	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	State	--- ¹	No
South Carolina	Yes, for provider and others	Sex Offender Registry	Yes, for provider and others	No
South Dakota	No	NA	Yes, for the provider only	No
Tennessee	No ²⁵	NA	No	No
Texas	Yes, for provider and others	State, Sex Offender Registry	Yes, for provider and others ²⁶	No

Table 40. Unregulated Provider Background Check Requirements, 2013

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
Utah	Yes, for provider and others ²⁷	Local, State, FBI ²⁷	Yes, for provider and others	No
Vermont	Yes, for provider and others	State	Yes, for provider and others	Yes, for provider and others
Virginia	Yes, for provider and others	State, Sex Offender Registry	Yes, for provider and others	No
Washington	Yes, for provider and others	Local, State	Yes, for provider and others	Yes, for provider and others
West Virginia	Yes, for provider and others	State	Yes, for provider and others	Yes, for provider and others
Wisconsin	Yes, for provider and others	State, FBI, Sex Offender Registry ²⁸	Yes, for provider and others	Yes, for the provider only
Wyoming	Yes, for provider and others	State, FBI, Sex Offender Registry	Yes, for provider and others	Yes, for provider and others
American Samoa	Yes, for provider and others	State, FBI, Sex Offender Registry	Yes, for provider and others	No
Guam	Yes, for provider and others	Local, State, Sex Offender Registry	Yes, for provider and others	Yes, for provider and others
No Mariana Islands	Yes, for provider and others	State, Sex Offender Registry	Yes, for the provider only	No
Puerto Rico	Yes, for the provider only	State, Sex Offender Registry	Yes, for the provider only	--- ¹
Virgin Islands	Yes, for provider and others	State, FBI	No	No

Source: CCDF Policies Database October 1, 2013 Data

¹ Information not found in state's manual.

² Unregulated providers who are unrelated to the children in care are fingerprinted for FBI and state background checks. Relative providers are not required to provide fingerprints, but a state and sex offender registry background check must be completed.

³ Individual providers exempt from licensure must be registered on TrustLine, with the exception of grandparents, aunts, and uncles.

⁴ FBI background checks are conducted for unlicensed providers and only when the adult has been living in the state for less than two years.

⁵ The state-level background check includes local criminal history information.

⁶ A background check is required for all providers except those providing short term child care for up to six weeks.

⁷ Only the provider is required to have a background check for in-home care.

⁸ Great-grandparents, grandparents, aunts, uncles, and adult siblings are exempt from fingerprint requirements.

⁹ If the child care facility operates in a family home, the provider and all household members age 13 and over are subject to background checks.

- ¹⁰ Persons age 17 and over are subject to a criminal history check with the FBI.
- ¹¹ National criminal history record checks based on fingerprints are required for providers, household members, and those with access to the child if they are age 18 or older.
- ¹² A provider whose name appears in the state's child abuse and neglect registry or the state's adult supervised population repository is not eligible for CCDF payments.
- ¹³ Background checks include child abuse and neglect central registry, sex offender registry, criminal records, and criminal records for any previous state of residence outside of Kentucky in the last five years.
- ¹⁴ 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.
- ¹⁵ A non-licensed in-home child care provider who has a household member with a criminal, child protective services, or adult protective services record may still be authorized to provide childcare in the child's home, but not in the provider's home.
- ¹⁶ The background check is required for the provider and all household members age 13 and older. Household members between the ages of 10 and 12 and individuals who may have unsupervised access to children receiving services are required to have an Adult Protective Services history background check when there is reasonable cause.
- ¹⁷ 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.
- ¹⁸ All individuals over 18 years old residing or providing care in the home must clear a state child abuse and neglect central registry check to be eligible. If found to have a prior conviction of child abuse or neglect, they will be suspended and the funds will be recouped.
- ¹⁹ Background checks are required for the applicant and all adults living in the provider's household. Background checks must be based upon the individual's place of residence since the time he or she was 18 years old.
- ²⁰ For providers who recently lived out of state, a completed FBI fingerprint check is required.
- ²¹ 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.
- ²² 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.
- ²³ Unregulated providers cannot provide care through the subsidy program. Providers must be licensed at the three to five star levels.
- ²⁴ 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.
- ²⁵ The department does not routinely perform a background check on unregulated providers, though local agencies may elect to do so.
- ²⁶ The office of 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.
- ²⁷ 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. In addition to the Local, State, and FBI checks, juvenile records are also checked.
- ²⁸ FBI background checks are conducted only if the provider has lived out of state in last three years.

Table 41. Unregulated Provider Training Requirements, 2013

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	Yes, for the provider	Yes, for the provider
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 ¹
Hawaii	No	No
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 ²	No ²
Michigan	Yes, for the provider	Yes, for the provider
Minnesota	Yes, for the provider	Yes, for the provider
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	NA ³	NA ³
North Dakota	No	No
Ohio	No	No
Oklahoma	No ⁴	No ⁴
Oregon	No ⁵	No ⁵
Pennsylvania	No	No
Rhode Island	No	No
South Carolina	No	No
South Dakota	No	No
Tennessee	No	No
Texas	No	No

Table 41. Unregulated Provider Training Requirements, 2013

State	If CPR Training is Required	If First Aid Training is Required
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 ⁶	Yes, for at least one person on site ⁶
Wisconsin	No	No
Wyoming	Yes, for the provider	Yes, for the provider
American Samoa	Yes, for at least one person on site ⁷	Yes, for at least one person on site ⁷
Guam	Yes, for at least one person on site	Yes, for at least one person on site
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	Yes, for the provider

Source: CCDF Policies Database October 1, 2013 Data

¹ Providers must complete eight hours of child care related health and safety training, which may include first aid training.

² Non-relative in-home providers must complete an orientation that includes First Aid and CPR training.

³ Unregulated providers cannot provide care through the subsidy program. Providers must be licensed at the three to five

⁴ There is no requirement unless the child in care has special needs.

⁵ 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.

⁶ 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.

⁷ At least one person on site must be certified in CPR, and at least one person on site must have current First Aid training. Providers must complete 12 additional hours of CPR and First Aid training within the first six months of providing care.

Table 42. Provider Policies: Who May Provide Care, 2013 ²

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	NA ³	No	Yes	NA ³	No
Alaska	18	NA ³	Yes	Yes	NA ³	Yes
Arizona	18	No	Yes ⁴	Yes	NA ⁵	Yes
Arkansas	18	No	No	Yes	NA ⁵	No
California	18	No	Yes	Yes	NA ⁵	Yes
Colorado	18	Yes ⁶	Yes ⁶	Yes	NA ⁵	Yes ⁶
Connecticut	18	No	Yes ⁷	Yes	No	Yes ⁷
Delaware	18	NA ³	Yes	Yes	NA ³	Yes
DC	18	No	Yes	Yes	NA ⁵	Yes
Florida	18 ⁸	Yes	Yes	Yes	Yes	Yes
Georgia	21 ⁹	No	Yes	Yes	NA ⁵	No
Hawaii	18	NA ³	Yes ⁴	Yes	NA ³	Yes
Idaho	18	No	No	Yes	NA ⁵	No
Illinois	18	No	Yes	Yes	NA ⁵	Yes ¹⁰
Indiana	18	NA ¹¹	Yes	Yes	NA ¹¹	No
Iowa	18	NA ¹¹	Yes	Yes	NA ¹¹	Yes
Kansas	18	No	No	Yes	NA ⁵	No
Kentucky	18	No	No	Yes	NA ⁵	No
Louisiana	18	No	No	Yes ¹²	NA ⁵	No
Maine	18	NA ³	No	Yes	NA ³	No
Maryland	18	No	Yes	Yes	NA ⁵	Yes
Massachusetts	18	No	Yes	Yes	NA ⁵	No
Michigan	18	NA ³	Yes	Yes	NA ³	Yes
Minnesota	18	No	No	Yes	NA ⁵	No
Mississippi	18	No	No	Yes	NA ⁵	No

Table 42. Provider Policies: Who May Provide Care, 2013 ²

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
Missouri	18	NA ³	Yes ¹³	Yes	NA ³	Yes
Montana	18	No	Yes	Yes	NA ⁵	Yes
Nebraska	19 ¹⁴	No ¹⁵	No ¹⁵	Yes	NA ⁵	No ¹⁵
Nevada	18	No	No	Yes	NA ⁵	No
New Hampshire	16	No	No	Yes	NA ⁵	No
New Jersey	18	Yes ¹⁶	Yes	Yes	Yes	Yes
New Mexico	18	No	Yes	Yes	NA ⁵	Yes
New York	18 ¹⁷	Yes ¹⁸	Yes	Yes	NA ⁵	Yes
North Carolina	18	NA ³	Yes	Yes	NA ³	Yes
North Dakota	18	NA ³	Yes ¹⁹	Yes	NA ³	Yes
Ohio	18	NA ³	No	Yes	NA ³	No
Oklahoma	18	NA ³	No	Yes	NA ³	No
Oregon	18	No	Yes	Yes	NA ⁵	Yes
Pennsylvania	18	No	No	Yes	NA ⁵	No
Rhode Island	21	NA ³	No	Yes	NA ³	No
South Carolina	21	NA ²⁰	No	Yes	No ²¹	No
South Dakota	18	NA ³	Yes	Yes	NA ³	No
Tennessee	18 ²²	No	No	Yes	NA ⁵	No
Texas	18	Yes ²³	Yes ²³	Yes	No	No
Utah	18	No ²⁴	No ²⁴	Yes	NA ⁵	No ²⁴
Vermont	18 ²⁵	NA ³	Yes ²⁶	Yes	NA ³	Yes ²⁶
Virginia	18	NA ³	Yes	Yes	NA ³	Yes
Washington	18	No	Yes	Yes	NA ⁵	Yes
West Virginia	18	NA ³	Yes	Yes	NA ³	Yes
Wisconsin	18	No ²⁷	No ²⁷	Yes	NA ⁵	No ²⁷

Table 42. Provider Policies: Who May Provide Care, 2013 ²

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
Wyoming	18	No	Yes	Yes	NA ⁵	Yes
American Samoa	--- ¹	NA ³	No	Yes	NA ³	No
Guam	18	NA ³	Yes	Yes	NA ³	No
No Mariana Islands	18	NA ³	No	Yes	NA ³	Yes
Puerto Rico	18	No	No	Yes	No	No
Virgin Islands	18	Yes	Yes	Yes	NA ⁵	Yes

Source: CCDF Policies Database October 1, 2013 Data

¹ Information not found in state's manual.

² The unit refers to the group of people included in the family size for purposes of determining eligibility and copayments.

³ Adult non-parent relatives and non-relatives are not considered part of the assistance unit.

⁴ 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.

⁵ Adult non-parent, non-relatives are not considered part of the assistance unit.

⁶ The provider cannot be a parent, a step-parent, a significant other who is taking the place of a parent, or a person in a common-law marriage with the biological parent.

⁷ 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.

⁸ 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.

⁹ Informal providers must be 21 years of age. The director of a formal care setting must also be 21 years of age, while additional caregivers at the formal setting must be at least 18 years of age.

¹⁰ A non-relative must not be a parent of the child's sibling or have a child in common with the applicant.

¹¹ Relatives and non-relatives who are over age 18 are never considered part of the unit.

¹² A relative is not authorized to care for a child if it is a TANF case.

- ¹³ Siblings must be living outside of the household in order to provide care.
- ¹⁴ Providers must be 19 years of age, or providers aged 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.
- ¹⁵ Individuals living in the home can only provide care if the child has special needs.
- ¹⁶ Siblings must be over 18 years of age and live outside the home in order to provide care.
- ¹⁷ 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.
- ¹⁸ Siblings are allowed to provide subsidized care. All other members of the unit are not eligible to provide subsidized care.
- ¹⁹ 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.
- ²⁰ Adult non-parent relatives are not considered part of the assistance unit.
- ²¹ Adult non-parent, non-relatives living in the home are not considered part of the assistance unit, unless they are counted in the TANF or SNAP budget.
- ²² Unregulated providers must be age 21.
- ²³ 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. Siblings of the eligible child that are over 18 may only provide care if they are not living in the household.
- ²⁴ 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.
- ²⁵ License-exempt child care providers may be eligible at age 16 if the provision of care is limited to hours which do not conflict or interfere with school attendance and does not exceed 20 hours per week except during school holidays.
- ²⁶ The policy applies to license-exempt child care providers only.
- ²⁷ 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

Table A-1. Content of the CCDF Policies Database

Variable Category/Subcategory	Description of Variables
Basic Criteria for Eligibility*	
<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.
Definition of Family*	
<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.
Income Definition*	
<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.
Eligibility Thresholds*	
<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.

Variable Category/Subcategory	Description of Variables
Assets Tests*	
<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.
Copayment Exemptions*	
<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.
Copayment Adjustments*	
<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.
Copayment Administration*	
<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.
Copayment Income Thresholds*	
<i>Income Thresholds</i>	The income cutoffs defining the different copayment income categories for each family size, up to family size 10.
Copayment Amount*	
<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.
Basic Application Criteria*	
<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.
Verification*	
<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.

Variable Category/Subcategory	Description of Variables
<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.
Redetermination*	
<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.
Requirements for Reporting Changes*	
<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.
Appeals*	
<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.
Terms of Authorization*	
<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.
Priority Policies*	
<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.
Waiting List Policies*	
<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.
Reimbursement Rate Policies*	
<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.

Variable Category/Subcategory	Description of Variables
<i>Definitions for Non-School-Age Groups</i>	Definitions for different age groups when determining reimbursement rates.
Reimbursement Rates*	
<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.
Unregulated Provider Policies*	
<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.
Other Provider Policies*	
<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.
<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.
Other Provider Policies: Who Is Authorized to Provide Care*	
<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.

Variable Category/Subcategory	Description of Variables
Quality** (From October 2005 through October 2009 CCDF Plans only)	
<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.
Early Learning Guidelines** (From October 2005 through October 2009 CCDF Plans only)	
<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.
Professional Development** (From October 2005 through October 2009 CCDF Plans only)	
<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.
Administration** (From October 2005 through October 2009 CCDF Plans only)	
<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.
Program Development** (From October 2005 through October 2009 CCDF Plans only)	
<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

Table B-1 shows initial and continuing eligibility thresholds for a three-person family as a percent of the 2013 federal poverty guidelines. (See Tables 15 and 16 of Section II (Financial Eligibility Tests) in the Book of Tables for additional detail about eligibility thresholds.) Across the States/Territories, the initial eligibility threshold for a three-person family ranges from 95 percent of the federal poverty guidelines (in Kentucky) to 302 percent of the federal poverty guidelines (in North Dakota).

Table B-1. Initial and Continuing Eligibility Thresholds For a Three-Person Family, as a Percent of the 2013 Federal Poverty Guidelines ¹				
State	Initial Eligibility Threshold	Initial Threshold As Percent of Poverty Guidelines	Continuing Eligibility Threshold	Continuing Threshold As Percent of Poverty Guidelines
Alabama	2,116	130%	2,441	150%
Alaska	4,524	222%	4,524	222%
Arizona	2,687	165%	2,687	165%
Arkansas	2,480	152%	2,480	152%
California	3,518	216%	3,518	216%
Colorado ²	3,579	220%	3,579	220%
Connecticut	3,611	222%	3,611	222%
Delaware	3,182	196%	3,182	196%
DC	3,815	234%	4,258	262%
Florida	2,441	150%	3,255	200%
Georgia	2,347	144%	2,347	144%
Hawaii	3,927	210%	3,927	210%
Idaho	2,116	130%	2,116	130%
Illinois	3,011	185%	3,011	185%
Indiana	2,067	127%	2,767	170%
Iowa	2,361	145%	2,361	145%
Kansas	3,012	185%	3,012	185%
Kentucky	1,545	95%	1,545	95%
Louisiana	2,545	156%	2,545	156%
Maine	4,069	250%	4,069	250%
Maryland	2,499	154%	2,499	154%
Massachusetts	3,597	221%	6,115	376%
Michigan	1,990	122%	1,990	122%
Minnesota	2,816	173%	4,014	247%
Mississippi	2,917	179%	2,917	179%
Missouri	2,002	123%	2,198	135%
Montana	2,386	147%	2,386	147%

Table B-1. Initial and Continuing Eligibility Thresholds For a Three-Person Family, as a Percent of the 2013 Federal Poverty Guidelines¹

State	Initial Eligibility Threshold	Initial Threshold As Percent of Poverty Guidelines	Continuing Eligibility Threshold	Continuing Threshold As Percent of Poverty Guidelines
Nebraska	2,034	125%	2,034	125%
Nevada	3,647	224%	3,647	224%
New Hampshire	4,069	250%	4,069	250%
New Jersey	3,255	200%	4,069	250%
New Mexico	3,255	200%	3,255	200%
New York	3,255	200%	3,255	200%
North Carolina	3,517	216%	3,517	216%
North Dakota	4,915	302%	4,915	302%
Ohio	2,035	125%	3,256	200%
Oklahoma	2,925	180%	2,925	180%
Oregon	3,011	185%	3,011	185%
Pennsylvania	3,255	200%	3,825	235%
Rhode Island	2,930	180%	2,930	180%
South Carolina	2,441	150%	2,848	175%
South Dakota	2,849	175%	2,849	175%
Tennessee	2,641	162%	2,641	162%
Texas	3,255	200%	3,979	244%
Utah	2,666	164%	3,333	205%
Vermont	3,255	200%	3,255	200%
Virginia	3,011	185%	3,011	185%
Washington	3,256	200%	3,256	200%
West Virginia	2,386	147%	2,943	181%
Wisconsin	3,011	185%	3,255	200%
Wyoming	2,849	175%	3,663	225%

Source: Eligibility Thresholds are from the CCDF Policies Database October 1, 2013 Data. Federal Poverty Guidelines are from the Department of Health and Human Services (<http://aspe.hhs.gov/poverty/13poverty.cfm>).

¹ All numbers are rounded to whole numbers. The 2013 Federal Poverty Guidelines for a three-person family are \$19,530 annually (\$1,628 monthly) for the 48 contiguous States, \$24,410 annually (\$2,034 monthly) for Alaska, and \$22,470 annually (\$1,873 monthly) for Hawaii.

² Policies coded for Denver County. Counties may establish initial eligibility thresholds between 130 and 225 percent of the Federal Poverty Guidelines and continuing eligibility thresholds between 130 percent of the Federal Poverty Guidelines and 85 percent of state median income.

³ 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 the state median income, but not to exceed 85 percent of state median income.

⁴ Policies coded for areas in Group III. Across Virginia, eligibility thresholds range from 150 to 185 percent of the Federal Poverty Guidelines. Group III's eligibility thresholds are set at 185 percent of the Federal Poverty Guidelines.

APPENDIX C

MARKET RATE SURVEY AND PERCENTILE FOR MAXIMUM REIMBURSEMENT RATES

While other chapters of this Book of Tables examine the day-to-day operation of CCDF programs (determining family eligibility, paying providers, and so on) 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.³⁵ 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.³⁶

Market Rate Survey (Tables C-1 and C-2)

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 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 must be conducted within two years prior to each CCDF Plan.³⁷

Table C-1 provides State/Territory policies, as outlined in the CCDF Plans, for administration of the market rate survey and establishing maximum center reimbursement rates as a percentile of the market rate. The table shows the date the last market rate survey was completed. The table then shows the base maximum reimbursement rate (the rate used for providers who do not have additional accreditation or quality ratings) used for CCDF in each State/Territory as a percentile of the State's/Territory's market rate survey. This information is further broken down by two geographic areas in each State/Territory, the area with the highest

³⁵ Administration for Children and Families. Child Care and Development Fund Fact Sheet, March 2012 found at http://www.acf.hhs.gov/sites/default/files/occ/ccdf_factsheet.pdf.

³⁶ 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.

³⁷ Administration for Children and Families. Program Instruction (CCDF-ACF-PI-2013-02) found at http://www.acf.hhs.gov/sites/default/files/occ/ccdf_acf_pi_2013_02.pdf.

payment rates and the area with the lowest payment rates. Finally, the information is broken down by three age groups, 11, 59, and 84 months of age.³⁸

In reporting this information, States/Territories were asked to use the most recent market rate survey as the reference point for the percentiles, even if the State/Territory did not use the survey when establishing rates. The States/Territories were asked to report the percentile only if it was below the 75th percentile. When the percentile was not below the 75th percentile, the table shows that the percentile is greater than or equal to the 75th percentile.

- As reported in the CCDF Plan, the dates of the most current market rate survey conducted in the States/Territories range from November 2011 to August 2013.
- In the highest rate areas, the base licensed center reimbursement rate for preschool children (59 months of age) as a percentile of the market rate ranges from the 3rd percentile to greater than the 75th percentile.
- In the lowest rate areas, the base licensed center reimbursement rate for preschool children (59 months of age) as a percentile of the market rate ranges from the 0 percentile to greater than the 75th percentile.

Table C-2 provides the same information, but for licensed family child care homes. The date of the market rate survey is shown again for reference.

- In the highest rate areas, the base licensed family child care home reimbursement rate for preschool children (59 months of age) as a percentile of the market rate ranges from the 0 percentile to greater than the 75th percentile.
- In the lowest rate areas, the base licensed family child care home reimbursement rate for preschool children (59 months of age) as a percentile of the market rate ranges from the 0 percentile to greater than the 75th percentile.

The information shown in tables C-1 and C-2 comes directly from the CCDF Plans, which are submitted every two years to the Administration for Children and Families and reviewed by the Office of Child Care for approval. This information did not come from the CCDF Policies Database and was not verified with the States/Territories during the verification process (described in Section I (Sources of Verification) in the Book of Tables).

³⁸ The Child Care and Development Fund (CCDF) Plan Pre-Print provides further detail on the instructions for reporting the market rate survey and percentile information:
http://www.acf.hhs.gov/sites/default/files/occ/attachment_a_fy_2014_2015_final_state_and_territorial_ccdf_preprint.pdf.

Table C-1. Current Market Rate Survey and Market Rate Percentile for Center Child Care Payments (As Reported in CCDF Plans), 2013

State	Date Most Recent Market Rate Survey Completed ¹	<u>Highest Rate Area</u>			<u>Lowest Rate Area</u>		
		Infants (11 months)	Preschool (59 months)	School-Age (84 months)	Infants (11 months)	Preschool (59 months)	School-Age (84 months)
Alabama	Jun. 2013	57	59	64	55	54	53
Alaska	Jun. 2013	50	5	50	75	75	75
Arizona	Jun. 2012	9	11	23	9	6	13
Arkansas	May 2013	50	50	50	50	50	50
California	Mar. 2013	>=75	>=75	>=75	>=75	>=75	>=75
Colorado	Jun. 2013	>=75	>=75	>=75	1	2	1
Connecticut	Dec. 2012	32	27	81	2	3	6
Delaware	Jun. 2013	65	62	127	64	64	142
DC	Dec. 2012	<5	<5	<5	<20-25	20	<5
Florida	Aug. 2013	0	5	18	33	0	54
Georgia	Jun. 2013	15	15	15	5-10	10-15	5-10
Hawaii	Oct. 2012	73	38	>=75	>=75	>=75	75
Idaho	Jun. 2013	5	10	5	90	90	90
Illinois	Apr. 2013	34	32	20	>=75	52	50
Indiana	Apr. 2013	45	41	41	27	29	31
Iowa	Dec. 2012	46	30	53	46	30	53
Kansas	Apr. 2013	25-30	30-35	45-50	80-85	70-75	60-65
Kentucky	Mar. 2013	38	41	58	15	8	23
Louisiana	Sep. 2012	9	10	16	NA ²	NA ²	NA ²
Maine	Apr. 2013	50	50	50	50	50	50
Maryland	Jan. 2013	9	3	3	11	9	9
Massachusetts	Mar. 2013	7	8	26	7	8	37
Michigan	Feb. 2013	16	9	31	16	9	31
Minnesota	Apr. 2012	28	25	46	6	8	7
Mississippi	Mar. 2013	70	66	70	94	96	140
Missouri	Aug. 2012	9	14	9	8	18	3
Montana	Jun. 2013	36	72	72	75 ³	>=75	>=75

Table C-1. Current Market Rate Survey and Market Rate Percentile for Center Child Care Payments (As Reported in CCDF Plans), 2013

State	Date Most Recent Market Rate Survey Completed ¹	<u>Highest Rate Area</u>			<u>Lowest Rate Area</u>		
		Infants (11 months)	Preschool (59 months)	School-Age (84 months)	Infants (11 months)	Preschool (59 months)	School-Age (84 months)
Nebraska	Dec. 2012	60	60	60	60	60	60
Nevada	Nov. 2011	44	24	42	50	43	32
New Hampshire	Nov. 2011	50	50	50	50	50	50
New Jersey	Apr. 2013	8	7	13	15	8	11
New Mexico	May 2013	28	18	27	36	44	36
New York	Jul. 2013	75	75	75	75	75	75
North Carolina	Aug. 2013	56	56	48	>=75	>=75	>=75
North Dakota	Mar. 2013	55	55	65	55	55	65
Ohio	Feb. 2013	16	16	16	16	16	16
Oklahoma	Aug. 2012	50 ⁴	35 ⁴	65 ⁴	60 ⁴	58 ⁴	61 ⁴
Oregon	Jul. 2012	25	40	65	60	55	50
Pennsylvania	May 2012	32	21	16	15	19	2
Rhode Island	Jul. 2013	8	16	78	8	16	78
South Carolina	May 2013	18	20	42	15	20	30
South Dakota	Apr. 2013	58	56	63	75	75	75
Tennessee	Jul. 2012	60	60	60	60	60	60
Texas	Feb. 2013	79	27	71	17	29	30
Utah	Feb. 2013	43	51	46	43	51	46
Vermont	Oct. 2012	18	12	16	18	12	16
Virginia	Jul. 2012	11	23	37	25	25	8
Washington	Jul. 2012	15	8	55	18	26	44
West Virginia	Apr. 2013	60	50	35	60	50	35
Wisconsin	Nov. 2012	12	9	23	0 ⁵	0	0
Wyoming	Sep. 2012	0	5	0	64	>=75	>=75
American Samoa	May 2013	28	19	19	NA ⁶	NA ⁶	NA ⁶
Guam	May 2013	75	>=75	>=75	75	>=75	>=75
No Mariana Islands	Feb. 2013	75	75	75	NA ⁷	NA ⁷	NA ⁷

Table C-1. Current Market Rate Survey and Market Rate Percentile for Center Child Care Payments (As Reported in CCDF Plans), 2013

State	Date Most Recent Market Rate Survey Completed ¹	<u>Highest Rate Area</u>			<u>Lowest Rate Area</u>		
		Infants (11 months)	Preschool (59 months)	School-Age (84 months)	Infants (11 months)	Preschool (59 months)	School-Age (84 months)
Puerto Rico	May 2013	75	75	NA ⁸	75	75	NA ⁸
Virgin Islands	Jun. 2013	10	29	57	10	29	57

Source: Child Care and Development Fund (CCDF) Plans submitted to the Administration for Children and Families for FFY 2014-2015.

¹ The date the market rate survey was completed may not reflect the date the data were collected.

² Louisiana has a single state-wide payment rate.

³ The percentile is based on a single case.

⁴ Oklahoma used 2-star rates for reporting child care center rates because it does not contract with 1-star centers.

⁵ Wisconsin's highest rate is lower than the lowest price in the county.

⁶ American Samoa does not report lowest area rates.

⁷ The Northern Mariana Islands does not report lowest area rates.

⁸ Puerto Rico does not report school-age rates.

Table C-2. Current Market Rate Survey and Market Rate Percentile for Family Child Care Home Payments (As Reported in CCDF Plans), 2013

State	Date Most Recent Market Rate Survey Completed ¹	<u>Highest Rate Area</u>			<u>Lowest Rate Area</u>		
		Infants (11 months)	Preschool (59 months)	School-Age (84 months)	Infants (11 months)	Preschool (59 months)	School-Age (84 months)
Alabama	Jun. 2013	60	62	62	55	53	53
Alaska	Jun. 2013	25	22	22	75	<25 ²	75
Arizona	Jun. 2012	14	38	11	1	16	11
Arkansas	May 2013	50	50	50	50	50	50
California	Mar. 2013	>=75	>=75	>=75	>=75	>=75	>=75
Colorado	Jun. 2013	>=75	>=75	>=75	3	3	5
Connecticut	Dec. 2012	33	44	98	3	6	91
Delaware	Jun. 2013	69	68	133	59	67	123
DC	Dec. 2012	<5	<5	<5	<25	<5	<5
Florida	Aug. 2013	9	7	6	1	0	0
Georgia	Jun. 2013	15	15-20	20	10-20	10-15	10-20
Hawaii	Oct. 2012	63	42	NA ³	>=75	>=75	NA ³
Idaho	Jun. 2013	<5	<5	<5	15	30	30
Illinois	Apr. 2013	56	54	31	>=75	>=75	69
Indiana	Apr. 2013	58	54	65	49	42	46
Iowa	Dec. 2012	27	32	44	40	42	52
Kansas	Apr. 2013	45-50	35-40	35-50	45-50	45-50	45-50
Kentucky	Mar. 2013	41	41	43	5	5	5
Louisiana	Sep. 2012	NA ⁴	NA ⁴	NA ⁴	NA ⁴	NA ⁴	NA ⁴
Maine	Apr. 2013	50	50	50	50	50	50
Maryland	Jan. 2013	11	10	10	15	12	12
Massachusetts	Mar. 2013	4	8	8	22	10	10
Michigan	Feb. 2013	13	3	14	13	3	14
Minnesota	Apr. 2012	44	38	46	11	32	56
Mississippi	Mar. 2013	53	70	60	105	131	114
Missouri	Aug. 2012	10	3	13	3	1	2
Montana	Jun. 2013	>=75	50	50	>=75	>=75	>=75

Table C-2. Current Market Rate Survey and Market Rate Percentile for Family Child Care Home Payments (As Reported in CCDF Plans), 2013

State	Date Most Recent Market Rate Survey Completed ¹	<u>Highest Rate Area</u>			<u>Lowest Rate Area</u>		
		Infants (11 months)	Preschool (59 months)	School-Age (84 months)	Infants (11 months)	Preschool (59 months)	School-Age (84 months)
Nebraska	Dec. 2012	60	60	60	60	60	60
Nevada	Nov. 2011	62	10	19	38	37	37
New Hampshire	Nov. 2011	50	50	50	50	50	50
New Jersey	Apr. 2013	>=75	>=75	>=75	>=75	>=75	>=75
New Mexico	May 2013	10	14	18	4	11	17
New York	Jul. 2013	75	75	75	75	75	75
North Carolina	Aug. 2013	54	49	45	>=75	>=75	>=75
North Dakota	Mar. 2013	40	40	40	40	40	45
Ohio	Feb. 2013	16	16	16	16	16	16
Oklahoma	Aug. 2012	2 ⁵	4 ⁵	6 ⁵	9	5	29
Oregon	Jul. 2012	60	75	75	75	75	95
Pennsylvania	May 2012	21	20	12	22	17	6
Rhode Island	Jul. 2013	39	44	73	39	44	73
South Carolina	May 2013	34	41	36	50 ⁶	20	60
South Dakota	Apr. 2013	67	61	72	>=75	>=75	>=75
Tennessee	Jul. 2012	60	60	60	60	60	60
Texas	Feb. 2013	77	74	83	13	13	28
Utah	Feb. 2013	65	73	54	65	73	54
Vermont	Oct. 2012	4	1	7	4	1	7
Virginia	Jul. 2012	19	27	27	20	20	25
Washington	Jul. 2012	57	41	67	32	39	36
West Virginia	Apr. 2013	70	75	30	70	75	30
Wisconsin	Nov. 2012	32	25	11	50	63	60
Wyoming	Sep. 2012	0	0	0	>=75	>=75	>=75
American Samoa	May 2013	NA ⁷	NA ⁷	NA ⁷	NA ⁷	NA ⁷	NA ⁷
Guam	May 2013	75	>=75	>=75	>=75	>=75	>=75
No Mariana Islands	Feb. 2013	75	75	75	NA ⁸	NA ⁸	NA ⁸

Table C-2. Current Market Rate Survey and Market Rate Percentile for Family Child Care Home Payments (As Reported in CCDF Plans), 2013

State	Date Most Recent Market Rate Survey Completed ¹	<u>Highest Rate Area</u>			<u>Lowest Rate Area</u>		
		Infants (11 months)	Preschool (59 months)	School-Age (84 months)	Infants (11 months)	Preschool (59 months)	School-Age (84 months)
Puerto Rico	May 2013	75	75	NA ⁹	75	75	NA ⁹
Virgin Islands	Jun. 2013	10	29	57	23	23	48

Source: Child Care and Development Fund (CCDF) Plans submitted to the Administration for Children and Families for FFY 2014-2015.

¹ The date the market rate survey was completed may not reflect the date the data were collected.

² The lowest rate region has only one provider, who is charging more than Alaska's rate.

³ Hawaii does not report school-age rates.

⁴ Louisiana has a single state-wide payment rate.

⁵ Oklahoma used 1-star rates for reporting family child care home rates.

⁶ The percentile is based on a single case.

⁷ American Samoa does not report family child care home rates.

⁸ The Northern Mariana Islands does not report lowest area rates.

⁹ Puerto Rico does not report school-age rates.

APPENDIX D

STATE POLICIES FROM 2009 to 2013: SELECTED POLICIES FROM THE CCDF POLICIES DATABASE

Over time, States/Territories revise their policies, sometimes to account for funding changes or evolving policy priorities. Here, we look at selected policies from 2009 to 2013 across four broad policy areas. Changes between years are shown in bold in Tables D-1 through D-9.

Eligibility Requirements for Families

A majority of States/Territories made changes to some aspect of their eligibility policies over this period. From 2009 to 2013, five States/Territories made changes to their policies regarding the number of hours parents or guardians must work each week in order to qualify for subsidies (Table D-1). Nine States/Territories made changes to their policies regarding eligibility during periods of job search (Table D-2). While there were relatively few changes in work hour requirements and job search policies, all but eight States/Territories made changes to the monthly income eligibility thresholds from 2009 to 2013. Changes regarding eligibility thresholds for families of three are shown in Table D-3.

Reporting Changes, Redetermination, and Waiting Lists

Several States/Territories made changes in policies related to eligibility redetermination and waiting lists. Between 2009 and 2013, 10 States/Territories made changes to their policies regarding how many days families have to report changes in their circumstances (Table D-4). Nine States/Territories made changes to their redetermination periods between 2009 and 2013. Changes in the number of months at which point redetermination is required are shown in Table D-5. Only three States/Territories changed their policies for using a waiting list between 2009 and 2013. Policy changes regarding States'/Territories' use of a waiting list when funds are limited are shown in Table D-6.

Family Copayment Policies

Numerous States/Territories made changes to their copayment amounts between 2009 and 2013. Twenty-one States/Territories changed the monthly copayment amounts for a family of three earning \$15,000. Table D-7 shows the copayment amount for a three-person family consisting of one parent or guardian, a two-year-old child, and a four-year-old child, when the parent or guardian earns \$15,000 annually.

Provider Reimbursement Rates

Most States/Territories changed their reimbursement rates at least once during this time period. Thirty-two States/Territories changed their reimbursement rates for toddlers in center-

based care between 2009 and 2013 (Table D-8). Thirty-one States/Territories changed their reimbursement rates for toddlers in family child care homes between 2009 and 2013 (Table D-9).

Table D-1. Minimum Work Hours Per Week Required for CCDF Eligibility, 2009-2013 ¹

State	2009	2010	2011	2012	2013
Alabama	15	15	15	15	15
Alaska	No minimum	No minimum	No minimum	No minimum	No minimum
Arizona	No minimum	No minimum	No minimum	No minimum	No minimum
Arkansas	30	30	30	30	30
California	No minimum	No minimum	No minimum	No minimum	No minimum
Colorado	No minimum	No minimum	No minimum	No minimum	No minimum
Connecticut	No minimum ²	No minimum	No minimum	No minimum	No minimum
Delaware	No minimum	No minimum	No minimum	No minimum	No minimum
DC	20	20	20	20	20
Florida	20 ³	20 ³	20 ³	20 ³	20 ³
Georgia	24 ⁴	30 ⁵	30 ⁵	30 ⁵	24 ⁶
Hawaii	No minimum	No minimum	No minimum	No minimum	No minimum
Idaho	No minimum	No minimum	No minimum	No minimum	No minimum
Illinois	No minimum	No minimum	No minimum	No minimum	No minimum
Indiana	No minimum	No minimum	No minimum	No minimum	No minimum
Iowa	28	28	28	28	28
Kansas	No minimum	No minimum	No minimum	20	28
Kentucky	20	20	20	20	20
Louisiana	25	25	30	30	30
Maine	No minimum ⁷	No minimum ⁷	No minimum ⁷	No minimum ⁷	No minimum ⁷
Maryland	No minimum	No minimum	No minimum	No minimum	No minimum
Massachusetts	20 ⁸	20 ⁸	20 ⁸	20 ⁸	20 ⁸
Michigan	No minimum	No minimum	No minimum	No minimum	No minimum
Minnesota	20	20	20	20	20
Mississippi	25	25	25	25	25
Missouri	No minimum	No minimum	No minimum	20 ⁹	20 ⁹
Montana	Other ¹⁰	Other ¹⁰	Other ¹⁰	Other ¹⁰	Other ¹⁰
Nebraska	No minimum	No minimum	No minimum	No minimum	No minimum
Nevada	No minimum	No minimum	No minimum	No minimum	No minimum
New Hampshire	No minimum	No minimum	No minimum	No minimum	No minimum
New Jersey	30 ¹¹	30 ¹¹	30 ¹¹	30 ¹¹	30 ¹¹
New Mexico	No minimum	No minimum	No minimum	No minimum	No minimum
New York	20 ¹²	20 ¹²	20 ¹²	20 ¹²	20 ¹²
North Carolina	No minimum ¹³	No minimum ¹³	No minimum ¹³	No minimum ¹³	No minimum ¹³
North Dakota	No minimum	No minimum	No minimum	No minimum	No minimum
Ohio	No minimum	No minimum	No minimum	No minimum	No minimum
Oklahoma	No minimum	No minimum	No minimum	No minimum	No minimum
Oregon	No minimum	No minimum	No minimum	No minimum	No minimum
Pennsylvania	20 ¹⁴	20 ¹⁴	20 ¹⁴	20 ¹⁴	20 ¹⁴
Rhode Island	20 ¹⁵	20 ¹⁵	20 ¹⁵	20 ¹⁵	20 ¹⁵
South Carolina	15 ¹⁶	15 ¹⁶	15 ¹⁶	15 ¹⁶	15 ¹⁶
South Dakota	20 ¹⁷	20 ¹⁷	20 ¹⁷	20 ¹⁷	20 ¹⁷
Tennessee	30	30	30	30	30
Texas	25 ¹⁸	25 ¹⁸	25 ¹⁸	25 ¹⁸	25 ¹⁸
Utah	15	15	15	15	15
Vermont	No minimum	No minimum	No minimum	No minimum	No minimum
Virginia	No minimum	No minimum	No minimum	No minimum	No minimum

Table D-1. Minimum Work Hours Per Week Required for CCDF Eligibility, 2009-2013 ¹

State	2009	2010	2011	2012	2013
Washington	No minimum	No minimum	No minimum	No minimum	No minimum
West Virginia	No minimum ¹⁹	No minimum ¹⁹	No minimum ¹⁹	No minimum ¹⁹	No minimum ¹⁹
Wisconsin	No minimum	No minimum	No minimum	No minimum	No minimum
Wyoming	No minimum	No minimum	No minimum	No minimum	No minimum
American Samoa	20	20	20	20	20
Guam	No minimum ²⁰	No minimum ²⁰	No minimum ²⁰	No minimum ²⁰	No minimum ¹³
No Mariana Islands	30	30	30	30	30
Puerto Rico	15 ²¹	15 ²¹	No minimum	No minimum	15 ²²
Virgin Islands	30 ¹¹	30 ¹¹	30 ¹¹	30 ¹¹	30 ¹¹

Source: CCDF Policies Database. Data as of October 1 of each year.

¹ 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 for students or different eligibility groups, such as TANF recipients. Work exemptions for parents with special needs are captured in Table 5. The minimum work hour requirement for qualifying for any amount of child care assistance is captured here. This table is not intended to capture the states' definitions of full-time and part-time care.

² From May 12, 2009 through October 31, 2009, the only new families accepted into the program were those receiving TANF cash assistance, transitioning off TANF cash assistance, and those with a teen parent completing high school.

³ If individuals are employed and also in school or an approved training program, they can work less than 20 hours, as long as their combined participation in approved activities is at least 20 hours per week. They may remain eligible if working a minimum of 15 hours if their hours are reduced by an employer due to circumstances beyond their control.

⁴ Each parent must participate in one or more approved activities for a minimum average of 24 hours per week. Approved activities include employment, job search, education, and training. If a current client's work hours are reduced due to the company experiencing severe economic impacts, a minimum of 22 hours per week is allowed for continued service as long as they remain with the same employer. New applicants must still meet the 24 hours per week requirement.

⁵ Each parent must participate in one or more approved activities for a minimum average of 30 hours per week. A parent participating in training activities only needs to average 24 hours a week of approved activities. Approved activities include employment, job search, education, and training. If a participant's work hours are reduced for economic hardship related reasons only, they must average 25 hours per week as long as they remain with the same employer. New applicants must still meet the 30 hour requirement.

⁶ Each parent must participate in one or more approved activities for a minimum average of 24 hours per week. Approved activities include employment, job search, education, and training. If a participant's work hours are reduced for economic hardship related reasons only, they must average 20 hours per week as long as they remain with the same employer. New applicants must still meet the 24 hour requirement.

⁷ Applicants who are self-employed must participate in a self-employment activity a minimum average of 20 hours per week.

⁸ Part-time care may be authorized if parents work 20 hours. Full-time care is authorized if parents work at least 30 hours.

⁹ Individuals must work an average of 20 hours per week. If individuals are employed and also participating in another eligibility activity, they can work fewer than 20 hours, as long as their combined hours of participation in all activities is at least 20 hours per week. If individuals are self-employed, they must be earning at least the equivalent of minimum wage, net after business expenses.

¹⁰ The work requirement is monthly. Single parents must work 60 hours per month. Single parents attending school full time are required to work 40 hours per month.

¹¹ An applicant is considered to be working full time if work and education or training activities combine to equal 30 hours per week.

¹² Policy coded for New York City. New York State allows districts to set their own general work requirements.

- ¹³ 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.
- ¹⁴ Ten hours of training may be substituted for 10 hours of the 20 hour work requirement.
- ¹⁵ Income eligible parents must work an average of at least 20 hours per week in a month.
- ¹⁶ Parents must work 15 hours in order to qualify for part-time care. Parents must work at least 30 hours in order to qualify for full-time care.
- ¹⁷ Applicants must work a minimum of 80 hours per month.
- ¹⁸ A higher number of hours may be required by the local department.
- ¹⁹ Self-employed individuals must work a minimum of 20 hours per week.
- ²⁰ Full-time employment is considered an average of 32 hours or more per week. Part-time care is approved for any number of hours less than full time.
- ²¹ The recipient must work at least seven and a half hours daily.
- ²² Parents must be participating in work or another eligible activity for a minimum of 15 hours per week.

Table D-2. Job Search as an Approved Activity for CCDF Eligibility, 2009-2013

State	2009	2010	2011	2012	2013
Alabama	No	No	No	No	No
Alaska	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility
Arizona	Yes, only for continuing eligibility	Yes, only for continuing eligibility	Yes, only for continuing eligibility	Yes, only for continuing eligibility	Yes, only for continuing eligibility
Arkansas	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility
California	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility
Colorado	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility
Connecticut	Yes, only for continuing eligibility ²	Yes, only for continuing eligibility	Yes, only for continuing eligibility	Yes, only for continuing eligibility	Yes, only for continuing eligibility
Delaware	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility
DC	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility
Florida	Yes, only for continuing eligibility ³	Yes, only for continuing eligibility ³	Yes, only for continuing eligibility ³	Yes, only for continuing eligibility ³	Yes, only for continuing eligibility ³
Georgia	Yes, only for continuing eligibility	Yes, only for continuing eligibility	Yes, only for continuing eligibility	Yes, only for continuing eligibility	Yes, only for continuing eligibility
Hawaii	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility
Idaho	No	No	No	No	No
Illinois	Yes, only for continuing eligibility ⁴	Yes, only for continuing eligibility ⁵	Yes, only for continuing eligibility ⁶	Yes, only for continuing eligibility ⁶	Yes, only for continuing eligibility ⁶
Indiana	Yes, only for continuing eligibility ⁷	Yes, only for continuing eligibility	Yes, only for continuing eligibility	Yes, only for continuing eligibility	Yes, only for continuing eligibility
Iowa	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility
Kansas	No	No	No	No	No
Kentucky	Yes, only for continuing eligibility	Yes, only for continuing eligibility	Yes, for initial and continuing eligibility ⁸	Yes, for initial and continuing eligibility ⁸	Yes, for initial and continuing eligibility ⁸

Table D-2. Job Search as an Approved Activity for CCDF Eligibility, 2009-2013

State	2009	2010	2011	2012	2013
Louisiana	Yes, for initial and continuing eligibility	No	No	No	No
Maine	Yes, only for continuing eligibility	Yes, only for continuing eligibility	Yes, only for continuing eligibility	Yes, only for continuing eligibility	Yes, only for continuing eligibility
Maryland	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility
Massachusetts	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility
Michigan	No ⁹	No ⁹	No ⁹	No	No ¹⁰
Minnesota	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility
Mississippi	Yes, only for continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility
Missouri	Yes, only for continuing eligibility	Yes, for initial and continuing eligibility	Yes, only for continuing eligibility ³	Yes, only for continuing eligibility ³	Yes, only for continuing eligibility ³
Montana	Yes, only for continuing eligibility ¹¹	Yes, only for continuing eligibility ¹¹	Yes, only for continuing eligibility ¹¹	Yes, only for continuing eligibility ¹¹	Yes, only for continuing eligibility ¹¹
Nebraska	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility
Nevada	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility ¹²	Yes, for initial and continuing eligibility ¹²
New Hampshire	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility
New Jersey	No	No	No	No	No
New Mexico	Yes, only for continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility
New York	Yes, only for continuing eligibility ¹³	Yes, only for continuing eligibility ¹³	No ¹³	No ¹³	No ¹³
North Carolina	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility
North Dakota	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility

Table D-2. Job Search as an Approved Activity for CCDF Eligibility, 2009-2013

State	2009	2010	2011	2012	2013
Ohio	No ¹⁴	No ¹⁴	No ¹⁴	No ¹⁴	No ¹⁴
Oklahoma	Yes, only for continuing eligibility ¹⁵	Yes, only for continuing eligibility ¹⁵	Yes, only for continuing eligibility ¹⁵	Yes, only for continuing eligibility ¹⁵	Yes, only for continuing eligibility ¹⁵
Oregon	Yes, only for continuing eligibility	Yes, only for continuing eligibility	Yes, only for continuing eligibility	Yes, only for continuing eligibility	Yes, only for continuing eligibility
Pennsylvania	Yes, only for continuing eligibility	Yes, only for continuing eligibility	Yes, only for continuing eligibility	Yes, only for continuing eligibility	Yes, only for continuing eligibility
Rhode Island	Yes, only for continuing eligibility	Yes, only for continuing eligibility	Yes, only for continuing eligibility	Yes, only for continuing eligibility	Yes, only for continuing eligibility
South Carolina	No ¹⁶	No ¹⁶	No ¹⁶	No ¹⁶	No ¹⁶
South Dakota	Yes, only for continuing eligibility ¹⁷	Yes, only for continuing eligibility ¹⁷	Yes, only for continuing eligibility	Yes, only for continuing eligibility	Yes, only for continuing eligibility
Tennessee	No	No	No	No	No
Texas	Yes, only for continuing eligibility	Yes, only for continuing eligibility	Yes, only for continuing eligibility	Yes, only for continuing eligibility	Yes, only for continuing eligibility
Utah	No ¹⁸	No ¹⁸	No ¹⁸	No ¹⁸	No ¹⁸
Vermont	Yes, for initial and continuing eligibility ¹⁹	Yes, for initial and continuing eligibility ²⁰	Yes, for initial and continuing eligibility ²⁰	Yes, for initial and continuing eligibility ²⁰	Yes, for initial and continuing eligibility ²⁰
Virginia	No ²¹	No ²¹	No ²¹	No ²¹	No ²¹
Washington	Yes, only for continuing eligibility ³	Yes, only for continuing eligibility ³	Yes, only for continuing eligibility ³	Yes, only for continuing eligibility ³	Yes, only for continuing eligibility ³
West Virginia	Yes, only for continuing eligibility	Yes, only for continuing eligibility	Yes, only for continuing eligibility	Yes, only for continuing eligibility	Yes, only for continuing eligibility
Wisconsin	No ²²	No ²²	No ²²	No ²²	No ²²
Wyoming	Yes, for initial and continuing eligibility	No	No	No	No
American Samoa	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility
Guam	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	No	No	No
No Mariana Islands	--- ¹	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility
Puerto Rico	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	Yes, for initial and continuing eligibility	No

Table D-2. Job Search as an Approved Activity for CCDF Eligibility, 2009-2013

State	2009	2010	2011	2012	2013
Virgin Islands	No	No	No	No	No

Source: CCDF Policies Database. Data as of October 1 of each year.

¹ Information not found in state's manual.

² From May 12, 2009 through October 31, 2009, the only new families accepted into the program were those receiving TANF cash assistance, transitioning off TANF cash assistance, and those with a teen parent completing high school.

³ For TANF clients, job search is an eligible activity for initial and continuing eligibility.

⁴ TANF clients participating in the education and training program are initially and continually eligible if job search activities are listed in their plan.

⁵ 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. The parent must report a job loss within 15 days of the date of the loss of employment to qualify.

⁶ TANF clients participating in an approved agency program are initially and continually eligible if job search activities are listed in their plan.

⁷ TANF work program participants are authorized to receive care for job search at any time if authorized by their TANF work program caseworker. Approved job search activities for TANF work program participants are the same as for other clients.

⁸ The parent must have lost employment within four weeks of application to initially qualify for job search activities.

⁹ Job search activities are allowed for migrant workers only.

¹⁰ Job search activities are approved only when part of a TANF participant's employment plan.

¹¹ 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.

¹² Families are not eligible for job search if the eligible child is school age (between 6 and 12 years old) or has special needs (over 13 years old). If the child is not in school due to school breaks or holidays, child care is approved during job search activities.

¹³ Policy coded for New York City. 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.

¹⁴ Job search activities are approved only when they are part of the person's TANF self-sufficiency contract.

¹⁵ 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.

¹⁶ Job search activities are approved only for TANF recipients.

¹⁷ The applicant must report the job loss in writing within 5 days and provide a statement regarding the last date of employment.

¹⁸ Job search activities are approved only for homeless families.

¹⁹ Parents must demonstrate involvement in activities generally recognized as necessary to obtain employment or training leading to employment.

²⁰ 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.

²¹ Job search activities are only approved if they are part of a TANF or SNAP work program.

²² Job search activities are allowed if the applicant is participating in a TANF work program or the SNAP Employment and Training Program.

Table D-3. Initial and Continuing Eligibility Thresholds for Family Size Three, 2009-2013 ¹

State	2009		2010		2011		2012		2013	
	Initial	Higher Continuing	Initial	Higher Continuing	Initial	Higher Continuing	Initial	Higher Continuing	Initial	Higher Continuing
Alabama	1984	2289	1984	2289	2007	2316	2007	2316	2116	2441
Alaska	3854	-	3854	-	4524	-	4524	-	4524	-
Arizona	2518	-	2518	-	2550	-	2626	-	2687	-
Arkansas	2262	-	2262	-	2480	-	2480	-	2480	-
California	3769	-	3769	-	3518	-	3518	-	3518	-
Colorado ²	3434	-	3434	-	2548	-	2625	-	3579	-
Connecticut ³	3420	-	3558	5336	3574	5362	3569	5354	3611	-
Delaware	3052	-	3052	-	3088	-	3182	-	3182	-
DC	3815	4258	3815	4258	3815	4258	3815	4258	3815	4258
Florida ⁴	2289	3052	2289	3052	2316	3088	2386	3182	2441	3255
Georgia	2213	-	2347	-	2347	-	2347	-	2347	-
Hawaii	3927	-	3927	-	3927	-	3927	-	3927	-
Idaho	1932	-	1932	-	1932	-	2069	-	2116	-
Illinois	3052	-	3052	-	2857	-	2944	-	3011	-
Indiana	1938	2594	1938	2594	1961	2625	2020	2704	2067	2767
Iowa ⁵	2213	-	2213	-	2240	-	2307	-	2361	-
Kansas	2823	-	2823	-	2856	-	2943	-	3012	-
Kentucky ⁶	2289	2518	2289	2518	2317	2549	2317	2549	1545	-
Louisiana	3158	-	3158	-	2989	-	2545	-	2545	-
Maine	3815	-	3815	-	3860	-	3860	-	4069	-
Maryland	2499	-	2499	-	2499	-	2499	-	2499	-
Massachusetts	3267	5554	3450	5864	3502	5953	3508	5964	3597	6115
Michigan	1990	-	1990	-	1990	-	1990	-	1990	-
Minnesota	2745	3914	2745	3914	2862	4080	2816	4014	2816	4014
Mississippi	2917	-	2917	-	2917	-	2917	-	2917	-
Missouri ⁷	1885	2063	1960	2145	1960	2145	1960	2145	2002	2198
Montana	2289	-	2289	-	2289	-	2289	-	2386	-
Nebraska	1831	-	1831	-	1854	-	1854	-	2034	-
Nevada	3604	-	3604	-	3740	-	3633	-	3647	-
New Hampshire	3815	-	3815	-	3861	-	3978	-	4069	-
New Jersey ⁸	3052	3815	3052	3815	3088	3860	3088	3860	3255	4069
New Mexico	3052	-	3052	-	3088	-	3182	-	3255	-

Table D-3. Initial and Continuing Eligibility Thresholds for Family Size Three, 2009-2013 ¹										
State	2009		2010		2011		2012		2013	
	Initial	Higher Continuing	Initial	Higher Continuing	Initial	Higher Continuing	Initial	Higher Continuing	Initial	Higher Continuing
New York	3052	-	3052	-	3088	-	3182	-	3255	-
North Carolina	3123	-	3123	-	3568	-	3568	-	3517	-
North Dakota	2463	-	2463	-	2548	-	2548	-	4915	-
Ohio	2289	3052	2289	3052	1931	3090	1931	3090	2035	3256
Oklahoma ⁹	2925	-	2925	-	2925	-	2925	-	2925	-
Oregon	2823	-	2823	-	2857	-	2944	-	3011	-
Pennsylvania	3052	3586	3052	3586	3088	3629	3182	3739	3255	3825
Rhode Island	2747	-	2747	-	2780	-	2864	-	2930	-
South Carolina	2289	2670	2289	2670	2316	2702	2386	2784	2441	2848
South Dakota	3052	-	3052	-	2703	-	2784	-	2849	-
Tennessee	2587	-	2696	-	2666	-	2641	-	2641	-
Texas ¹⁰	3052	3710	3052	3710	3088	3898	3182	3933	3255	3979
Utah	2566	3208	2737	3421	2757	3446	2668	3335	2666	3333
Vermont	2957	-	3050	-	3050	-	3050	-	3255	-
Virginia ¹¹	2823	-	2823	-	2823	-	2823	-	3011	-
Washington	3052	-	2671	-	2702	-	3182	-	3256	-
West Virginia	2289	2823	2289	2823	2316	2857	2386	2943	2386	2943
Wisconsin ¹²	2823	3052	2823	3052	2857	3088	2943	3182	3011	3255
Wyoming	3815	-	3433	-	3474	-	3580	-	2849	3663
American Samoa	3927	-	3927	-	3927	-	3927	-	3927	-
Guam	2289	-	2289	-	2316	-	2316	-	2283	-
No Mariana Islands	1383	-	1596	-	1986	-	1986	-	1986	-
Puerto Rico	1423	-	1423	-	1423	-	1423	-	1423	-
Virgin Islands	1800	-	1800	-	2752	-	2752	-	2752	-

Source: CCDF Policies Database. Data as of October 1 of each year.

¹ 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.

² Policy coded for Denver County. Counties may establish initial eligibility thresholds between 130 and 225 percent of the Federal Poverty Guidelines, not to exceed 85 percent of state median income. Counties may establish continuing eligibility thresholds between 130 percent of the Federal Poverty Guidelines and 85 percent of state median income.

³ Continuing eligibility thresholds are set at 55 percent of the State Median Income. Families receiving benefits whose income was already above 55 percent of the State Median Income before Aug. 1, 2013 will continue to receive benefits until their income exceeds 75 percent of the State Median Income.

⁴ 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.

⁵ 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.

⁶ 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.

⁷ In 2009, 2010, 2011, and 2012, 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 then receives 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. In 2013, the income range for transitional child care classification changed to between 124 and 150 percent of the Federal Poverty Guidelines.

⁸ In 2009, 2010, and 2011, 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.

⁹ 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 per month. The threshold for any family size with two children in care is \$2,925 per month. The threshold for any family size with three or more children in care is \$3,625 per month.

¹⁰ Policies coded for the Gulf Coast Region. Local boards have the authority to establish eligibility thresholds as a percent of either the Federal Poverty Guidelines or the state median income, but not to exceed 85 percent of state median income.

¹¹ Policies coded for areas in Group III. Across Virginia, eligibility thresholds range from 150 to 185 percent of the Federal Poverty Guidelines. Group III's eligibility thresholds are set at 185 percent of the Federal Poverty Guidelines. There is an exception for applicants that are considered not financially responsible for the child in need of care under Virginia law. For these individuals, eligibility is set at 250 percent of the Federal Poverty Guidelines, not to exceed 85 percent of State Median Income.

¹² Family income for initial eligibility cannot exceed 185 percent of the Federal Poverty Guidelines, unless the family is providing foster or kinship care (set at 200 percent of the Federal Poverty Guidelines). In 2009, 2010, 2011, and 2012, families' income for continuing eligible 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 D-4. Within How Many Days the Family Must Notify the Agency of Changes, 2009-2013

State	2009	2010	2011	2012	2013
Alabama	10	10	10	10	10
Alaska	7	7	7	10	10
Arizona	2	2	2	2	2
Arkansas	10	10	10	10	10
California	5 ¹	5 ¹	5 ¹	5 ¹	5 ¹
Colorado	10	10	Other ²	Other ²	Other ²
Connecticut	10	10	10	10	10
Delaware	10	10	10	10	10
DC	3	3	3	3	3
Florida	10	10	10	10	10
Georgia	10	10	10	10	10
Hawaii	10	10	10	10	10
Idaho	10	10	10	Other ³	Other ³
Illinois	5	5	10	10	10
Indiana	10	10	10	10	10
Iowa	10	10	10	10	10
Kansas	10	10	10	10	10
Kentucky	10	10	10	10	10
Louisiana	10	10	10	10	10
Maine	10	10	10	10	10
Maryland	10	10	10	10	10
Massachusetts	10	10	10	10	14
Michigan	10	10	10	10	10
Minnesota	10	10	10	10	10
Mississippi	10	10	10	10	10
Missouri	Other ⁴	Other ⁴	Other ⁴	10	10
Montana	10 ⁵	10 ⁵	10 ⁵	10 ⁵	10 ⁵
Nebraska	10	10	10	10	10
Nevada	10	10	10	10	10
New Hampshire	10	10	10	10	10
New Jersey	10	10	10	10	10
New Mexico	14	14	14	14	5
New York	Other ⁴	Other ⁴	Other ⁴	Other ⁴	Other ⁴
North Carolina	5	5	5	5	5
North Dakota	Other ³	Other ³	10	10	10
Ohio	10	10	10	10	10
Oklahoma	10	10	10	10	10
Oregon	10	10 ⁶	10 ⁶	10 ⁶	10 ⁶
Pennsylvania	10	10	10	10	10
Rhode Island	10	10	10	10	10
South Carolina	10	10	10	10	10
South Dakota	5	5	10 ⁷	10 ⁷	10 ⁷
Tennessee	10	10	10	10	10
Texas	10	10	10	10	10
Utah	10	10	10	10	10
Vermont	10	10	10	10	10
Virginia	10	10	5	5	5
Washington	10 ⁸	10 ⁸	10 ⁸	10 ⁸	10 ⁸

Table D-4. Within How Many Days the Family Must Notify the Agency of Changes, 2009-2013

State	2009	2010	2011	2012	2013
West Virginia	5	5	5	5	5
Wisconsin	10	10	10	10	10
Wyoming	10	10	10	10	10
American Samoa	10	10	10	10	10
Guam	10	10	10	10	10
No Mariana Islands	10	10	10	10	10
Puerto Rico	10	10	10	10	10
Virgin Islands	10 ⁹	10 ⁹	10 ⁹	10 ⁹	10 ⁹

Source: CCDF Policies Database. Data as of October 1 of each year.

¹ Families must report changes in employment, income, and family size within five days, unless they receive care based on child protective services, risk of abuse, neglect, or exploitation, homelessness, or receipt of cash assistance.

² 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.

³ Parents must report changes by the 10th day of the month following the month in which the change occurred.

⁴ The client must report changes immediately.

⁵ Parents must report a change in provider within one business day.

⁶ 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.

⁷ Most changes must be reported by the individual within 10 days. All changes in child care provider arrangements must be reported in writing within five days of the change.

⁸ A change in providers must be reported within five days.

⁹ The parent must notify the department of any change in family circumstances immediately but not later than 10 days from the occurrence.

Table D-5. Redetermination Period (in months), 2009-2013¹

State	2009	2010	2011	2012	2013
Alabama	6	6	6	6	6
Alaska	6	6	6	6	6
Arizona	6	6	6	6	6
Arkansas	6 ²	6 ²	6 ²	6 ²	6 ²
California	12 ³	12 ³	12 ³	12 ³	12 ³
Colorado	6	6	12	12	12
Connecticut	6	6	8	8	8
Delaware	6 ⁴	12⁵	12 ⁵	12 ⁵	12 ⁵
DC	12	12	12	12	12
Florida	12 ⁶	12 ⁶	12 ⁶	12 ⁶	12 ⁷
Georgia	12	12	12	12	12
Hawaii	6	6	6	6	6
Idaho	6 ⁸	6 ⁸	6 ⁸	6 ⁹	6 ⁹
Illinois	6 ¹⁰	6 ¹⁰	6 ¹⁰	6 ¹⁰	6 ¹¹
Indiana	6	6	6	6	6
Iowa	6 ¹²	6 ¹²	6 ¹²	6 ¹²	6 ¹²
Kansas	12	12	12	12	12
Kentucky	12 ¹³	12 ¹³	12 ¹³	12 ¹³	12 ¹³
Louisiana	12	12	12	12	12
Maine	12 ¹⁴	12 ¹⁴	12 ¹⁴	12 ¹⁴	12 ¹⁴
Maryland	12	12	12	12	12
Massachusetts	12 ¹⁵	12 ¹⁶	12 ¹⁶	12 ¹⁶	12 ¹⁶
Michigan	12	12 ¹⁷	12 ¹⁷	12 ¹⁷	12 ¹⁷
Minnesota	6	6	6 ¹⁸	6 ¹⁸	6 ¹⁸
Mississippi	6 ¹⁹	6 ¹⁹	6 ¹⁹	12²⁰	12 ²⁰
Missouri	12	12	12	12	12
Montana	6 ²¹	6 ²¹	6 ²¹	6 ²¹	6 ²¹
Nebraska	12 ²²	12 ²²	12	12	12
Nevada	6	6	6	6 ²³	6 ²³
New Hampshire	6 ²⁴	6 ²⁴	6 ²⁴	12²⁴	12 ²⁴
New Jersey	12	12	12	12	12
New Mexico	6	6 ²⁵	6 ²⁵	6 ²⁵	6
New York	12	12	12	12	12
North Carolina	12	12	12	12	12
North Dakota	6 ²⁶	6 ²⁶	6	6	6
Ohio	12	12	12	12	12
Oklahoma	12	12	6²⁷	6 ²⁷	6 ²⁷
Oregon	6 ²⁸	6 ²⁸	6 ²⁸	6 ²⁸	6 ²⁸
Pennsylvania	6	6	6	6	6
Rhode Island	6 ²⁹	6 ²⁹	6 ²⁹	12³⁰	12 ³¹
South Carolina	12	12	12	12 ³²	12 ³²
South Dakota	6 ³³	6 ³³	6 ³³	6 ³³	6 ³³
Tennessee	6 ³⁴	6 ³⁴	6 ³⁴	6 ³⁴	6 ³⁴
Texas	12 ³⁵	12 ³⁵	12 ³⁵	12 ³⁵	12 ³⁵
Utah	6	6	6	6	6

Table D-5. Redetermination Period (in months), 2009-2013¹

State	2009	2010	2011	2012	2013
Vermont	12	12	12	12	12
Virginia	12	12	12	12	12
Washington	6 ³⁶	6 ³⁶	6 ³⁶	12	12
West Virginia	6	6	6	6	6
Wisconsin	6	6	6	6	6
Wyoming	6	6	6	6	6
American Samoa	6	6	6	6	6
Guam	12	12	12	12	12
No Mariana Islands	6	6	6	6	6
Puerto Rico	12	12	12	6	6
Virgin Islands	6	6	6	6	6

Source: CCDF Policies Database. Data as of October 1 of each year.

¹ The redetermination period is how often the family's eligibility must be reviewed in order to continue receiving care.

² Students must complete the redetermination process before the start of each new school semester.

³ 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.

⁴ Cases are reviewed at least once every six months and just prior to the end of each authorization period. At least once a year, the client must have a face-to-face interview.

⁵ Parents must complete an interim form every six months.

⁶ Redetermination for protective services is every six months. Redetermination periods may vary by coalition, but must be completed at least every 12 months.

⁷ Redetermination for protective services must be completed every six months. Each coalition must also conduct redetermination every six months for half of all other families receiving subsidies, using statistically valid random sampling to select families. Redetermination periods for the remaining families may vary by coalition, but must be completed at least every 12 months.

⁸ 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).

⁹ Redetermination is completed at least every six months. Redetermination is completed more often for protective service cases (every three months).

¹⁰ Families must be redetermined every six months except when parents are enrolled in an education or training program that lasts less than six months or the family has a service plan that indicates the activity lasts less than six months. Families must be redetermined every 12 months when the children are in a collaborative child care arrangement between child care and early education providers.

¹¹ Families must be redetermined every six months except when parents are enrolled in an education or training program that lasts less than six months or the family has a service plan that indicates the activity lasts less than six months. Families must be redetermined every 12 months when the children are in a collaborative child care arrangement between child care and early education providers. If the participant has not worked two full pay periods at the time of application or redetermination, redetermination is required in three months.

¹² Families are certified for a period of up to six months. Families may have shorter certification periods depending on their need for child care.

¹³ Redetermination for protection and permanency cases is every 6 months.

¹⁴ Full redetermination is done at 12 months. At six months, the family must indicate that the information on file is still correct.

¹⁵ 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.

¹⁶ 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, a natural disaster, etc.

¹⁷ 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.

¹⁸ Redetermination of eligibility for some high school students under the age of 21 is deferred beyond six months, not to exceed 12 months, to the end of the student's school year.

¹⁹ 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.

²⁰ Redetermination of working parent's eligibility occurs in the months of February, March, April and May. Redetermination of a student parent's eligibility is established every semester or quarter. In addition to redetermination after 12 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.

²¹ Recertification is conducted periodically, usually every six months.

²² 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.

²³ Redetermination for minor students is required every school period (i.e. semester or quarter).

²⁴ Families receiving assistance from another program in addition to child care assistance may be able to complete redetermination through a mail-in process rather than through the in-person interview process required for all other participants.

²⁵ Participants in high school may recertify at the end of the school year. Clients who have received child care assistance continuously for at least two years, have been employed at the same location for at least two years, and who have not had frequent changes to their cases, may recertify every 12 months.

²⁶ 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.

²⁷ 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.

²⁸ 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.

²⁹ 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.

³⁰ Certification periods cannot exceed 12 months. Income eligible families are subject to redetermination every 3 to 12 months depending on employment circumstances. For those with a 12-month certification period, a six-month interim report is required.

³¹ Certification periods cannot exceed 12 months. Income eligible families are subject to redetermination every 6 to 12 months depending on employment circumstances. For those with a 12-month certification period, a six-month interim report is required.

³² Child care is authorized for 26 weeks at a time for TANF recipients.

³³ 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 receive one year of continuous eligibility.

³⁴ The redetermination period for TANF families is 12 months.

³⁵ Policy coded for the Gulf Coast Region. Redetermination periods are determined by each local area.

³⁶ 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.

Table D-6. If the State Uses a Waiting List When Needed, 2009-2013¹

State	2009	2010	2011	2012	2013
Alabama	Yes	Yes	Yes	Yes	Yes
Alaska	Yes ²	Yes ²	Yes ²	Yes ²	Yes ²
Arizona	Yes	Yes	Yes	Yes	Yes
Arkansas	Yes	Yes	Yes	Yes	Yes
California	Yes	Yes	Yes ³	Yes ³	Yes ³
Colorado	Yes ⁴	Yes ⁴	Yes ⁴	Yes ⁴	Yes ⁴
Connecticut	Yes	Yes	Yes	Yes	Yes
Delaware	Yes ⁵	Yes ⁵	Yes ⁵	Yes ⁵	Yes ⁵
DC	Yes	Yes	Yes	Yes	Yes
Florida	Yes	Yes	Yes	Yes	Yes
Georgia	Yes	Yes	No	No	No
Hawaii	No	No	No	No	No
Idaho	No	No	No	No	No
Illinois	No	No	No	No	No
Indiana	Yes	Yes	Yes	Yes	Yes
Iowa	Yes	Yes	Yes	Yes	Yes
Kansas	Yes	Yes	Yes	Yes	Yes
Kentucky	No	No	No	No	No
Louisiana	Yes	Yes	Yes	Yes	Yes
Maine	Yes	Yes	Yes	Yes	Yes
Maryland	Yes	Yes	Yes	Yes	Yes
Massachusetts	Yes	Yes	Yes	Yes	Yes
Michigan	No	No	No	No	No
Minnesota	Yes	Yes	Yes	Yes	Yes
Mississippi	Yes	Yes	Yes	Yes	Yes
Missouri	Yes	Yes	Yes	Yes	Yes
Montana	Yes ⁶	Yes ⁶	Yes ⁶	Yes ⁶	Yes ⁶
Nebraska	No	No	No	No	No
Nevada	Yes	Yes	Yes	Yes	Yes
New Hampshire	Yes	Yes	Yes	Yes	Yes
New Jersey	Yes	Yes	Yes	Yes	Yes
New Mexico	Yes	Yes	Yes	Yes	Yes
New York	Yes ⁷	Yes ⁷	Yes ⁷	Yes ⁷	Yes ⁷
North Carolina	Yes	Yes	Yes	Yes	Yes
North Dakota	No	No	No	No	No
Ohio	No	No	No	No	No
Oklahoma	No	No	No	No	No
Oregon	No	Yes	Yes	Yes	Yes
Pennsylvania	Yes	Yes	Yes	Yes	Yes
Rhode Island	No	No	No	No	No
South Carolina	No	No	No	No	No
South Dakota	No	No	No	No	No
Tennessee	No	No	No	No	No
Texas	Yes	Yes	Yes	Yes	Yes
Utah	No	No	No	No	No
Vermont	No	No	No	No	No
Virginia	Yes	Yes	Yes	Yes	Yes
Washington	Yes	Yes	Yes	Yes	Yes

Table D-6. If the State Uses a Waiting List When Needed, 2009-2013 ¹					
State	2009	2010	2011	2012	2013
West Virginia	No	No	No	No	No
Wisconsin	No	No	No	No	No
Wyoming	No	No	No	No	No
American Samoa	Yes	Yes	Yes	Yes	Yes
Guam	No	Yes	Yes	Yes	Yes
No Mariana Islands	No	No	No	No	No
Puerto Rico	Yes	Yes	Yes	Yes	Yes
Virgin Islands	Yes ⁸	Yes ⁸	Yes ⁸	Yes ⁸	Yes ⁸

Source: CCDF Policies Database. Data as of October 1 of each year.

¹ 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. Exemptions to the waiting list requirements are not shown in this table.

² If available funding is not sufficient to provide full program benefits for participating families, or to add new families, one or more of the following actions may be taken: terminate program benefits for participating families; limit the eligible activities required for program benefits; establish a wait list; reduce program benefits for all participating families by a percentage based on any shortfall in available funding; establish an alternative plan for the necessary or required actions.

³ Child care agencies are required to maintain a waiting list. This requirement may be satisfied by participating in a county child care centralized eligibility list, where available.

⁴ 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.

⁵ 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.

⁶ A statewide waiting list is maintained for non-TANF families when the demand for non-TANF subsidies exceeds the resources.

⁷ Districts may maintain waiting lists when funds are not available for all eligible families.

⁸ A waiting list of 25 applicants is maintained. Any person who contacts the department after the waiting list is full is recorded in a telephone log book.

Table D-7. Copayment Amount for a Three-Person Family Earning \$15,000 Annually, with a Single Parent with a Two-Year-Old Child and a Four-Year-Old Child in Full-Time Care (Monthly Dollar Amounts), 2009-2013 ¹

State	2009	2010	2011	2012	2013
Alabama	113	113	91	91	91
Alaska	13	13	24	24	24
Arizona	43	43	43	43	43
Arkansas	0	0	0	0	0
California	0	0	0	0	0
Colorado ²	118	118	118	118	118
Connecticut	25	25	25	25	25
Delaware ³	115	115	138	138	138
DC	48	48	48	48	48
Florida ⁴	78	78	88	78	78
Georgia	139	139	139	139	139
Hawaii ⁵	0	414	414	414	414
Idaho ⁶	217	217	217	217	217
Illinois	95	15	34	33	33
Indiana	0	0	0	0	0
Iowa	0	0	0	0	0
Kansas	0	22	22	22	22
Kentucky	108	108	108	108	108
Louisiana ⁷	156	156	156	156	158
Maine	75	75	75	75	75
Maryland ⁸	103	103	103	103	103
Massachusetts	65	65	65	65	65
Michigan ⁹	47	54	54	54	54
Minnesota	4	4	4	4	4
Mississippi	65	65	65	65	65
Missouri ¹⁰	132	132	132	132	132
Montana	13	13	13	13	13
Nebraska	0	0	0	0	0
Nevada ¹¹	55	55	55	55	55
New Hampshire	13	66	66	66	59
New Jersey	0	0	0	0	0
New Mexico	59	59	65	63	62
New York ¹²	22	22	65	65	65
North Carolina	125	125	125	125	125
North Dakota ¹³	212	212	163	62	35
Ohio	73	73	74	74	68
Oklahoma	95	95	95	95	95
Oregon	74	74	74	81	81
Pennsylvania	43	43	82	69	74
Rhode Island	0	0	0	0	0
South Carolina	95	95	95	95	95
South Dakota	0	0	0	0	0
Tennessee ¹⁴	108	159	159	159	159
Texas ¹⁵	163	163	163	160	160
Utah	1	1	17	17	18

Table D-7. Copayment Amount for a Three-Person Family Earning \$15,000 Annually, with a Single Parent with a Two-Year-Old Child and a Four-Year-Old Child in Full-Time Care (Monthly Dollar Amounts), 2009-2013 ¹

State	2009	2010	2011	2012	2013
Vermont ¹⁶	0	0	0	0	0
Virginia ¹⁷	125	125	125	125	125
Washington	15	15	15	15	15
West Virginia	65	65	65	108	108
Wisconsin ¹⁴	60	60	60	65	65
Wyoming	17	0	0	0	0
American Samoa ¹⁸	0	0	0	0	0
Guam	0	0	0	0	0
No Mariana Islands ⁷	120	120	120	120	120
Puerto Rico	60	60	60	60	60
Virgin Islands	0	0	0	0	0

Source: CCDF Policies Database. Data as of October 1 of each year.

¹ 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 earnings level shown (\$15,000) 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.

² Copayment amounts for Denver.

³ Copayment amounts based on center reimbursement rates for New Castle.

⁴ Copayment amounts for Miami-Dade County.

⁵ Copayment amounts based on reimbursement rates for licensed centers and center based infant and toddler care.

⁶ Copayment amounts based on center reimbursement rates for Region 4.

⁷ Copayment amounts based on center reimbursement rates.

⁸ Copayment amounts for center care in the Baltimore City Region.

⁹ In 2009, copayment amounts based on center reimbursement rates for Shelter Area V. From 2010 to 2013, copayment amounts based on center reimbursement rates.

¹⁰ Copayments are calculated using a multiplier of 22 days per month.

¹¹ Copayment amounts based on licensed center reimbursement rates for Clark.

¹² Copayment amounts for New York City.

¹³ In 2009 and 2010, families pay either a flat dollar amount based on income ranges or a percent of the cost care, whichever is lower. 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.

¹⁴ Copayments are calculated using a multiplier of 4.3 to convert weekly rates to monthly rates.

¹⁵ Copayment amounts and income eligibility thresholds for the Gulf Coast Region.

¹⁶ Copayment amounts based on licensed center reimbursement rates.

¹⁷ Copayment amounts and income eligibility thresholds 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.

¹⁸ American Samoa serves only families with income below the Federal Poverty Guidelines and waives the copayment for all participating families.

Table D-8. Maximum Licensed Center Reimbursement Rate for Toddlers, 2009-2013 ¹

State	2009		2010		2011		2012		2013	
	Base Rate	Highest Rate	Base Rate	Highest Rate	Base Rate	Highest Rate	Base Rate	Highest Rate	Base Rate	Highest Rate
Alabama ²	442	442	442	442	442	442	442	442	442	442
Alaska ³	700	700	800	800	800	800	800	800	800	800
Arizona ⁴	576	634	576	634	576	634	576	634	576	634
Arkansas ⁵	531	531	531	531	531	531	531	531	531	531
California ⁶	744	744	744	744	744	744	744	744	744	744
Colorado ⁷	578	774	578	774	520	697	520	697	672	888
Connecticut ⁸	976	1025	976	1025	976	1025	976	1025	976	1025
Delaware ⁹	478	478	478	478	574	574	574	574	574	574
DC ¹⁰	863	1102	863	1102	863	1102	863	1102	992	1267
Florida ¹¹	429	515	429	515	429	515	429	515	429	515
Georgia ¹²	559	559	559	559	559	559	559	559	559	615
Hawaii ¹³	675	710	675	710	675	710	675	710	675	710
Idaho ¹⁴	492	492	492	492	492	492	492	492	492	492
Illinois ¹⁵	741	741	782	782	826	826	851	851	851	851
Indiana ¹⁶	815	897	815	897	815	897	815	897	815	897
Iowa	552	552	552	552	552	552	552	552	586	586
Kansas ¹⁷	395	395	395	395	395	395	395	395	395	395
Kentucky ¹⁸	520	520	520	520	520	520	520	520	520	520
Louisiana ¹⁹	407	407	407	407	407	407	407	407	407	407
Maine ²⁰	806	806	806	806	910	910	910	910	932	932
Maryland ²¹	463	583	474	597	474	597	474	597	474	597
Massachusetts ²²	772	795	795	795	795	795	795	795	795	1080
Michigan ²³	404	404	433	433	433	433	433	433	433	433
Minnesota ²⁴	860	989	860	989	860	989	838	964	838	964
Mississippi ²⁵	326	357	326	357	326	357	326	357	326	357
Missouri ²⁶	354	354	354	354	354	424	354	424	364	437
Montana ²⁷	624	624	624	624	624	624	624	624	637	637
Nebraska ²⁸	672	737	672	737	704	737	704	737	780	845
Nevada ²⁹	607	607	607	607	607	607	607	607	607	607

Table D-8. Maximum Licensed Center Reimbursement Rate for Toddlers, 2009-2013 ¹

State	2009		2010		2011		2012		2013	
	Base Rate	Highest Rate	Base Rate	Highest Rate	Base Rate	Highest Rate	Base Rate	Highest Rate	Base Rate	Highest Rate
New Hampshire ³⁰	780	780	780	780	810	810	810	810	828	828
New Jersey ³¹	573	604	573	604	573	604	573	604	573	604
New Mexico ³²	426	558	426	558	409	535	471	603	471	621
New York ³³	1105	1105	1105	1105	1105	1105	1105	1105	1105	1105
North Carolina ³⁴	490	751	490	751	490	751	676	751	676	751
North Dakota	450	450	450	450	486	486	600	600	600	600
Ohio ³⁵	684	750	684	750	652	750	652	776	652	815
Oklahoma ³⁶	292	601	292	601	292	601	292	601	292	601
Oregon ³⁷	894	894	894	894	894	894	894	894	894	894
Pennsylvania ³⁸	780	845	780	823	780	834	780	834	772	881
Rhode Island ³⁰	815	815	815	815	815	815	815	815	815	815
South Carolina ³⁹	455	650	455	650	455	650	455	650	455	650
South Dakota ⁴⁰	641	641	641	641	641	641	650	650	650	650
Tennessee ⁴¹	426	512	426	512	426	512	426	512	426	512
Texas ⁴²	492	521	586	615	586	615	586	615	586	615
Utah ⁴³	495	495	495	495	495	495	525	525	525	525
Vermont ⁴⁴	555	555	578	809	578	809	578	809	578	809
Virginia ⁴⁵	828	828	845	845	845	845	845	845	1018	1018
Washington ⁴⁶	684	684	684	684	684	684	684	684	698	698
West Virginia ⁴⁷	480	560	480	560	480	560	480	560	480	560
Wisconsin ⁴⁸	860	860	860	860	860	860	817	946	817	1075
Wyoming ³⁰	542	542	542	542	542	542	531	531	531	531
American Samoa	180	180	180	180	200	200	200	200	180	180
Guam	430	750	430	430	470	470	470	470	450	450
No Mariana Islands	300	300	300	300	300	300	300	300	300	300
Puerto Rico ³⁰	280	280	280	280	280	280	280	280	343	343
Virgin Islands	300	300	300	300	300	300	300	300	300	300

Source: CCDF Policies Database. Data as of October 1 of each year.

¹ For the purposes of the tables, toddlers are defined as children through 35 months of age. 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.

² Center reimbursement rates for the Birmingham Region.

³ Center reimbursement rates for Anchorage.

⁴ Base rates are licensed center reimbursement rates for District 1. Highest rates are licensed accredited center reimbursement rates for District 1.

⁵ Center reimbursement rates for Pulaski.

⁶ Center reimbursement rates for Los Angeles.

⁷ In 2009 and 2010, base rates are reimbursement rates for centers with no additional rating in Denver, and highest rates are rating four center reimbursement rates for Denver. In 2011, 2012, and 2013, base rates are reimbursement rates for centers with no additional rating in Denver, and highest rates are tier five center reimbursement rates for Denver.

⁸ 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.

⁹ Center reimbursement rates for New Castle.

¹⁰ Base rates are bronze tier center reimbursement rates. Highest rates are gold tier center reimbursement rates.

¹¹ Base rates are licensed or exempt center reimbursement rates for Miami-Dade County. Highest rates are Gold Seal center reimbursement rates for the Miami-Dade Coalition.

¹² For 2009, 2010, 2011, and 2012, the rates are center reimbursement rates for Zone 1. In 2013, base rates are center rates with no additional star rating for Zone 1, and highest rates are three-star center rates for Zone 1.

¹³ Base rates are licensed center reimbursement rates. Highest rates are licensed accredited center reimbursement rates.

¹⁴ Center reimbursement rates for Region 4.

¹⁵ 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.

¹⁶ Base rates are licensed center reimbursement rates for Marion. Highest rates are accredited center reimbursement rates for Marion.

¹⁷ Center reimbursement rates for Sedgwick County.

¹⁸ Licensed center reimbursement rates for Central Region Urban Counties.

¹⁹ This state authorizes a maximum of 22 days per month. The multiplier for converting maximum daily rates to maximum monthly rates is 22.

²⁰ Licensed center reimbursement rates for Cumberland County.

- ²¹ Base rates are unaccredited center reimbursement rates for Baltimore City. Highest rates are level four center reimbursement rates for Baltimore City.
- ²² In 2009, base rates are tier one center reimbursement rates for Region 6, and highest rates are tier four center reimbursement rates for Region 6. In 2010, 2011, and 2012, rates are center reimbursement rates for Region 6. In 2013, base rates are reimbursement rates for centers with no additional rating in Region 6, and highest rates are QRIS level two and above center reimbursement rates for Region 6.
- ²³ In 2009, rates are center reimbursement rates for Shelter Area V. Beginning in 2010, the center rates are for all counties.
- ²⁴ Base rates are unaccredited center reimbursement rates for Hennepin County. Highest rates are accredited center reimbursement rates for Hennepin County.
- ²⁵ Base rates are tier two center reimbursement rates. Highest rates are tier one center reimbursement rates.
- ²⁶ All rates were calculated using a multiplier of 22 days per month. In 2009 and 2010, rates are licensed center reimbursement rates for St. Louis County. In 2011, 2012, and 2013, base rates are licensed center reimbursement rates for St. Louis County, and highest rates are licensed accredited center reimbursement rates for St. Louis County.
- ²⁷ Center reimbursement rates for the Billings Region.
- ²⁸ 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.
- ²⁹ Licensed center reimbursement rates for Clark.
- ³⁰ Licensed center reimbursement rates.
- ³¹ Base rates are licensed center reimbursement rates. Highest rates are accredited center reimbursement rates.
- ³² Base rates are licensed center reimbursement rates for Metro Areas, and highest rates are 5-Star licensed center reimbursement rates for Metro Areas.
- ³³ Day care center reimbursement rates for Group 5 counties: New York, Bronx, Kings, Queens, and Richmond.
- ³⁴ In 2009, 2010, 2011, and 2012, base rates are licensed one-star center reimbursement rates for Mecklenburg County, and highest rates are licensed five-star center reimbursement rates for Mecklenburg County. In 2013, base rates are licensed three-star center reimbursement rates for Mecklenburg County, and highest rates are licensed five-star center reimbursement rates for Mecklenburg County.
- ³⁵ Base rates are licensed center reimbursement rates for Cuyahoga County. In 2009, 2010, 2011, and 2012, highest rates are three star center reimbursement rates for Cuyahoga County. In 2013, highest rates are five-star center reimbursement rates for Cuyahoga County.
- ³⁶ Base rates are one-star center reimbursement rates for Enhanced Areas. Highest rates are three-star center reimbursement rates for Enhanced Areas.
- ³⁷ Certified center reimbursement rates for Group Area A.
- ³⁸ Base rates are reimbursement rates for centers with no additional rating for Philadelphia. Highest rates are star four center reimbursement rates for Philadelphia.
- ³⁹ 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 for full-time care and \$10 for part-time care. Providers who do not receive the quality incentive bonus are reimbursed at \$10 to \$20 less per week.
- ⁴⁰ Licensed center reimbursement rates for Minnehaha County.

⁴¹ In 2009, base rates are reimbursement rates for centers with no star rating for the Top 21 counties, and highest rates are three star center reimbursement rates for the Top 21 counties. Beginning in 2010, base rates are reimbursement rates for centers with no star rating for the Top Tier counties, and highest rates are three-star center reimbursement rates for the Top Tier counties. Rates for all years were calculated using a multiplier of 4.3 to convert weekly rates to monthly rates.

⁴² 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.

⁴³ Base rates are licensed center reimbursement rates. Highest rates are accredited center reimbursement rates.

⁴⁴ In 2009, rates are for licensed center reimbursement rates. Beginning in 2010, base rates are licensed center reimbursement rates, and highest rates are licensed five-star center reimbursement rates.

⁴⁵ Level two center reimbursement rates for Fairfax.

⁴⁶ Center reimbursement rates for Region 4. Rates were calculated using a multiplier of 22 days per month.

⁴⁷ Base rates are tier one center reimbursement rates. Highest rates are tier three center reimbursement rates.

⁴⁸ In 2009, 2010, and 2011, rates are for licensed center reimbursement rates for Milwaukee. In 2012 and 2013, base rates are licensed two-star center rates for Milwaukee, and highest rates are licensed five-star center rates for Milwaukee. This state uses a multiplier of 4.3 to convert weekly rates to monthly rates.

Table D-9. Maximum Licensed Family Child Care Home Reimbursement Rate for Toddlers, 2009-2013 ¹

State	2009		2010		2011		2012		2013	
	Base Rate	Highest Rate	Base Rate	Highest Rate	Base Rate	Highest Rate	Base Rate	Highest Rate	Base Rate	Highest Rate
Alabama ²	360	360	360	360	360	360	360	360	360	360
Alaska ³	600	600	650	650	650	650	650	650	650	650
Arizona ⁴	433	477	433	477	433	477	433	477	433	477
Arkansas ⁵	487	487	487	487	487	487	487	487	487	487
California ⁶	683	683	683	683	683	683	683	683	683	683
Colorado ⁷	506	637	506	637	456	573	456	573	585	737
Connecticut ⁸	744	781	744	781	744	781	744	781	744	781
Delaware ⁹	377	377	377	377	448	448	448	448	448	448
DC ¹⁰	588	737	588	737	588	737	588	737	676	847
Florida ¹¹	386	515	386	515	386	515	386	515	386	515
Georgia ¹²	433	433	433	433	433	433	433	433	433	477
Hawaii ¹³	600	600	600	600	600	600	600	600	600	600
Idaho ¹⁴	460	460	460	460	460	460	460	460	460	460
Illinois ¹⁵	555	555	586	586	618	618	656	656	676	676
Indiana ¹⁶	542	598	542	598	542	598	542	598	542	598
Iowa ¹⁷	497	497	497	497	497	497	497	497	528	528
Kansas ¹⁸	347	347	347	347	347	347	347	347	347	347
Kentucky ¹⁹	455	455	455	455	455	455	455	455	455	455
Louisiana ²⁰	352	352	352	352	352	352	352	352	352	352
Maine ²¹	650	650	650	650	650	650	650	650	672	672
Maryland ²²	445	570	450	576	450	576	450	576	450	576
Massachusetts ²³	816	837	837	837	837	837	837	837	837	856
Michigan ²⁴	378	378	416	416	416	416	416	416	416	416
Minnesota ²⁵	631	726	631	726	631	726	615	707	615	707
Mississippi ²⁶	237	259	237	259	237	259	237	259	237	259
Missouri ²⁷	300	300	300	300	300	360	300	360	309	371
Montana ²⁸	542	542	542	542	542	542	542	542	552	552
Nebraska ²⁹	542	542	542	542	542	542	542	542	563	607

Table D-9. Maximum Licensed Family Child Care Home Reimbursement Rate for Toddlers, 2009-2013 ¹

State	2009		2010		2011		2012		2013	
	Base Rate	Highest Rate	Base Rate	Highest Rate	Base Rate	Highest Rate	Base Rate	Highest Rate	Base Rate	Highest Rate
Nevada ³⁰	585	585	585	585	585	585	585	585	585	585
New Hampshire ¹³	607	607	607	607	650	650	650	650	661	661
New Jersey ³¹	514	538	514	538	514	538	514	538	514	538
New Mexico ³²	325	457	325	457	312	439	370	502	370	520
New York ³³	650	650	650	650	693	693	693	693	693	693
North Carolina ³⁴	423	538	423	538	423	538	504	538	504	538
North Dakota ¹³	400	400	400	400	400	400	470	470	470	470
Ohio ³⁵	566	594	566	594	547	574	547	585	547	602
Oklahoma ³⁶	265	515	265	515	265	515	265	515	265	515
Oregon ³⁷	745	745	745	745	745	745	745	745	900	900
Pennsylvania ³⁸	650	715	650	693	650	704	650	704	642	751
Rhode Island ³⁹	672	672	672	672	672	672	672	672	672	672
South Carolina ⁴⁰	377	494	377	494	377	494	377	494	377	494
South Dakota ⁴¹	468	468	468	468	468	468	477	477	477	477
Tennessee ⁴²	366	439	366	439	366	439	366	439	366	439
Texas ⁴³	402	426	402	426	402	426	402	426	402	426
Utah	430	430	430	430	430	430	493	493	493	493
Vermont ⁴⁴	446	446	477	667	477	667	477	667	477	667
Virginia ⁴⁵	715	715	715	715	715	715	715	715	715	715
Washington ⁴⁶	645	645	645	645	645	645	645	645	658	658
West Virginia ⁴⁷	400	480	400	480	400	480	400	480	400	480
Wisconsin ⁴⁸	753	753	753	753	753	753	715	828	715	941
Wyoming ¹³	498	498	498	498	498	498	488	488	488	488
American Samoa	180	180	180	180	200	200	200	200	180	180
Guam	320	320	320	320	470	470	470	470	450	450
No Mariana Islands	300	300	300	300	300	300	300	300	300	300
Puerto Rico	217	217	217	217	217	217	217	217	270	270
Virgin Islands	300	300	300	300	300	300	300	300	300	300

Source: CCDF Policies Database. Data as of October 1 of each year.

¹ For the purposes of the tables, toddlers are defined as children through 35 months of age. 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.

² Family day care rates for the Birmingham Region.

³ Family home care rates for Anchorage.

⁴ Base rates are certified family child care home rates for District 1. Highest rates are accredited family child care home rates for District 1.

⁵ Licensed and registered family child care home rates for Pulaski.

⁶ Licensed family child care home rates for Los Angeles.

⁷ In 2009 and 2010, base rates are reimbursement rates for family child care homes with no additional rating for Denver, and highest rates are rating 4 family child care home rates for Denver. In 2011, 2012, and 2013, base rates are reimbursement rates for family child care homes with no additional rating for Denver, and highest rates are tier five family child care home rates for Denver.

⁸ 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.

⁹ Licensed family child care home rates for New Castle.

¹⁰ Base rates are bronze tier family child care home reimbursement rates. Highest rates are gold tier family child care home reimbursement rates.

¹¹ Base rates are licensed family child care home reimbursement rates for Miami-Dade County. Highest rates are Gold Seal family child care home rates for the Miami-Dade Coalition.

¹² In 2009, 2010, 2011, and 2012, rates are family child care home rates for Zone 1. In 2013, base rates are family child care home rates with no additional star rating for Zone 1, and highest rates are three-star family child care home rates for Zone 1.

¹³ Licensed family child care home rates.

¹⁴ Family child care home rates for Region 4.

¹⁵ 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.

¹⁶ Base rates are licensed family child care home rates for Marion. Highest rates are accredited family child care home rates for Marion.

¹⁷ Registered Child Development Home category A and B rates.

¹⁸ Licensed family child care home rates for Sedgwick County.

¹⁹ Certified family child care home rates for Central Region Urban Counties.

- ²⁰ This state authorizes a maximum of 22 days per month. The multiplier for converting maximum daily rates to maximum monthly rates is 22.
- ²¹ Licensed family child care home rates for Cumberland County.
- ²² Base rates are unaccredited family child care home rates for Baltimore City. Highest rates are level four family child care home rates for Baltimore City.
- ²³ In 2009, base rates are systems tier 1 family child care home rates for Region 6, and highest rates are systems tier 4 family child care home rates for Region 6. Beginning in 2010, 2011, and 2012, rates are systems family child care home rates for Region 6. In 2013, base rates are reimbursement rates for systems family child care homes with no additional rating in Region 6, and highest rates are QRIS level two and above systems family child care home rates for Region 6.
- ²⁴ In 2009, rates are family child care home reimbursement rates for Shelter Area V. Beginning in 2010, the family child care home rates are for all counties.
- ²⁵ 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.
- ²⁶ Base rates are tier two family child care home rates. Highest rates are tier one family child care home rates.
- ²⁷ In 2009 and 2010, rates are licensed family home rates for St. Louis County. In 2011, 2012, and 2013, base rates are licensed family home rates for St. Louis County, and highest rates are licensed accredited family home rates for St. Louis County. All rates were calculated using a multiplier of 22 days per month.
- ²⁸ Family child care home rates for the Billings Region.
- ²⁹ 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.
- ³⁰ Licensed family child care home rates for Clark County.
- ³¹ Base rates are registered family child care home rates. Highest rates are accredited family child care home rates.
- ³² Base rates are licensed family child care home rates for Metro Areas. Highest rates are licensed five-star family child care home rates for Metro Areas.
- ³³ Registered family day care rates for Group 5 counties: New York, Bronx, Kings, Queens, and Richmond.
- ³⁴ In 2009, 2010, 2011, and 2012, base rates are licensed one-star family child care home rates for Mecklenburg County, and highest rates are licensed five-star family child care home rates for Mecklenburg County. In 2013, base rates are licensed three-star family child care home rates for Mecklenburg County, and highest rates are licensed five-star family child care home rates for Mecklenburg County.
- ³⁵ In 2009, 2010, 2011 and 2012, rates are Certified Professional Type B home rates for Cuyahoga County. In 2013, base rates are certified professional Type B home rates for Cuyahoga County, and highest rates are certified professional accredited Type B home rates for Cuyahoga County.
- ³⁶ 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.
- ³⁷ Certified family child care home rates for Group Area A.
- ³⁸ Base rates are reimbursement rates for family child care homes with no additional rating for Philadelphia. Highest rates are star four family child care home rates for Philadelphia.
- ³⁹ In 2009, 2010, 2011, and 2012, rates are certified family child care home rates. In 2013, rates are licensed family child care home rates.
- ⁴⁰ 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 for full-time care and \$10 for part-time care. Providers who do not receive the quality incentive bonus are reimbursed at \$10 to \$20 less per week.

⁴¹ Regulated family child care home rates for Minnehaha County.

⁴² In 2009, base rates are reimbursement rates for family child care homes with no additional rating for the Top 21 counties, and highest rates are three star family child care home rates for the Top 21 counties. Beginning in 2010, base rates are reimbursement rates for family child care homes with no additional rating for the Top Tier counties, and highest rates are three-star family child care home rates for the Top Tier counties. All rates were calculated using a multiplier of 4.3 to convert weekly rates to monthly rates.

⁴³ 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.

⁴⁴ In 2009, rates are registered family child care home rates. Beginning in 2010, base rates are registered family child care home rates, and highest rates are registered five-star family child care home rates.

⁴⁵ Level two family day home rates for Fairfax.

⁴⁶ Licensed family child care rates for Region 4. Rates were calculated using a multiplier of 22 days per month.

⁴⁷ Base rates are tier one family child care home rates. Highest rates are tier three family child care home rates.

⁴⁸ In 2009, 2010, and 2011 rates are licensed family child care center rates for Milwaukee. In 2012 and 2013, base rates are licensed two-star family child care home rates for Milwaukee, and highest rates are licensed five-star family child care home rates for Milwaukee. This state uses a multiplier of 4.3 to convert weekly rates to monthly rates.