



WS 18-04 Change 5
Issued: February 3, 2022
Effective: Immediately
Financial Aid
Expires: Continuing

To: All Contractors

From: Mike Temple
Brenda Williams

Subject: WS 18-04 Managing Financial Aid – Child Care Standards and Guidelines

Purpose

Update standards and guidelines for authorizing, delivering, supporting, and ending financial aid for early education/child care.

This issuance is effective the date on this letter or the date notification regarding the change was sent. This issuance updates WS 18-04 Managing Financial Aid – Child Care Standards and Guidelines Change 4 issued July 6, 2021.

Key Changes

- We established one set of income guidelines (85% State Median Income) for both Initial Eligibility and Sustaining Eligibility for customers applying for the general Income Eligible/At Risk and Local Match financial aid.
- We added guidelines for establishing proof of residency for customers experiencing homelessness.
- We updated the guidelines for calculating income.
- We added guidelines for extending the Program Detail for recertifications.

Summary

1. We show new, updated, or revised standards and guidelines in ***bold italics***.
2. We show deleted standards or guidelines with a ~~strikethrough~~.

3. The updated standards and guidelines are effective as of the date of this issuance. Information you received regarding changes prior to this date are effective upon the date of receipt.

Action

- Make sure all staff at every level understand and follow the information included in the updated [child care standards and guidelines](#).

Questions

Please direct questions about these changes to us through the electronic [Issuance Q&A](#).