

# CHILD CARE FACT SHEET

## *For Persons Applying For or Receiving Child Care Services*

### WHO IS ELIGIBLE FOR SERVICES?

You may be eligible for services if you are making your home in Alabama and are employed and/or enrolled in school/training and making no more income than is allowable (see Initial Eligibility Monthly Income Scale).

### WHAT IS THE ALLOWABLE INCOME AND HOW MUCH IS THE WEEKLY FEE?

Income is gross income before taxes, social security or any other deductions are made. Regulations allow for no deductions to gross income. Family income includes wages from employment, SSI, SSA, etc. Weekly gross income is multiplied by 4.333 to compute monthly income.

#### PARENTAL FEE CHART

Weekly Fee:	\$0.00	\$18.00	\$20.50	\$23.00
Family Size	<b>Initial Eligibility Monthly Income Scale (All New Applicants Must Enter Under This Scale)</b>			
2	0-1352	1353-1496	1497-1640	1641-1783
3	0-1701	1702-1885	1886-2068	2069-2251
4	0-2049	2050-2273	2274-2496	2497-2719
5	0-2397	2398-2661	2662-2924	2925-3187
6	0-2746	2747-3050	3051-3352	3353-3655
7	0-3094	3095-3438	3439-3780	3781-4123
>=8	0-3442	3443-3826	3827-4208	4209-4591

Note: Families with income below the amount shown in the \$18.00 column are NOT required to pay a fee. **All fees are per child.**

Weekly Fee:	\$30.50	\$38.00	\$45.50	\$53.00
Family Size	<b>Continuing Eligibility Monthly Income Scale</b>			
2	1784-2186	2187-2587	2588-2989	2990-3390
3	2252-2736	2737-3220	3221-3704	3705-4188
4	2720-3286	3287-3853	3854-4419	4420-4985
5	3188-3838	3839-4486	4487-5134	5135-5783
6	3655-4387	4388-5118	5119-5850	5851-6581
7	4123-4775	4776-5427	5428-6078	6079-6730
>=8	4591-5163	5164-5736	5737-6308	6309-6880

### WHO IS INCLUDED IN A FAMILY?

Family means the basic family unit consisting of an adult and his or her spouse (including common law), children under 18 years of age, and minor parents under 18 years of age and their children, related by blood, marriage, or adoption, who are residing in the same household. A member of this basic family unit temporarily out of the home continues to be considered as part of the family.

Considered as separate families are:

- Related persons 18 years of age or over, other than spouses, who live together.
- Unrelated persons 18 years of age or over who live together.
- Children for whom the Department of Human Resources has custody of and who are in foster care.
- Individuals under 18 years of age who are married.

All child care programs managed by the Child Management Agency are administered in accordance with the Civil Rights Act of 1964, the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, and all other federal and state civil rights laws.

## NOTICE OF CLIENT'S RIGHTS

***If you are not satisfied with the action of the Child Care Management Agency because your application was denied, your application was not acted on within 30 days, or your child care services were reduced or terminated, you may take the following steps:***

(1) Ask for a conference with the Child Care Management Agency.

*Or*

(2) Ask for a formal hearing. The request must be made in writing by you or your legal representative, must clearly state the reason for your complaint, and must be signed and dated by you. You may send your request to the Child Care Management Agency, who will forward it to the Department of Human Resources Administrative Hearing Office.

### ***Who may ask for a hearing?***

You or someone legally appointed to represent you may request a hearing.

### ***How much time do you have to request a formal hearing?***

Your written request must be made to the Child Care Management Agency within 60 days of the alleged offense(s). Be sure to include your current address.

### ***What are the hearing procedures?***

The State Department of Human Resources will send information about hearings to the person requesting the hearing. A representative of the State Department of Human Resources will conduct and preside over the hearing.

### ***How do you withdraw a hearing request?***

You may voluntarily withdraw the hearing request at any time prior to the resolution of the complaint by the Administrative Hearing Officer. The withdrawal must be in writing, must be signed and dated by you and must clearly indicate the reason(s) for your decision. You may send your withdrawal to the Child Care Management Agency who will immediately forward it to the Administrative Hearing Officer.

### ***Nondiscrimination...***

All child care programs managed by the Child Care Management Agency are administered in accordance with the Civil Rights Act of 1964, the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, and all other federal and state civil rights laws.