



**Citizen's Guide
to the
District of Columbia
Child Care and Development Fund Block Grant
State Plan
2013- 2014**

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**Prepared By:
The Office of the State Superintendent of Education
Division of Early Childhood Education**

CITIZEN'S GUIDE TO THE DISTRICT OF COLUMBIA CHILD CARE AND DEVELOPMENT FUND

I. OVERVIEW

The Office of the State Superintendent of Education (OSSE) serves as the lead agency in the District of Columbia responsible for administering the Child Care and Development Fund (CCDF). OSSE's goal is to provide resources, support, and accountability to ensure that all residents receive an excellent education for success in the 21st century. OSSE oversees education on all levels – beginning with our youngest constituents and continuing through adulthood. OSSE's Division of Early Learning (DEL) provides leadership and oversight to ensure all District of Columbia children from birth to five have access to high quality early learning programs. DEL works to develop an effective early childhood education system by implementing high standards for programs and professionals, creating supports to meet standards, adhering to rigorous accountability measures, engaging community stakeholders and securing strong financial supports. A key resource that enables OSSE to accomplish these responsibilities is the Child Care and Development Fund.

The goal of the Citizen's Guide is to prepare community members for the upcoming public hearings where community members will have the opportunity to provide input for the 2014-2015 Child Care and Development Block Grant State Plan (State Plan).

OSSE invites District of Columbia residents to attend the public hearing to offer feedback on the District's CCDF State Plan. The hearings will be held on May 31, 2013. Additional information about how to attend and testify at the hearing can be found on pages 9-10. Included below is general information about the federal Child Care and Development Fund as well as specific details about the District of Columbia Child Care and Development Fund (CCDF) State Plan.

The Child Care and Development Fund (CCDF) is a federal grant that provides federal funds to the District of Columbia to assist low-income families in obtaining child care so they can work or attain training/education. The program also improves the quality of child care and promotes coordination among early childhood development and afterschool programs. The majority of the CCDF (a minimum of 70%) must be directly used for early care and education services for children. Another portion of the CCDF (a minimum of 4%) is used for activities to improve the quality of services and a small portion of the remaining funding (a maximum of 5%) is assigned to cover administrative costs.

Services offered through this grant include:

- child care subsidy
- out-of-school time programs
- professional development for early childhood professionals
- programs that develop literacy and math concepts

- activities to promote inclusive child care
- health promotion activities including those designed to promote healthy social and emotional development of children
- quality enhancing activities that increase parental choice and improve the quality availability of child care services

AVAILABILITY OF SERVICES

Through partnerships and agreements with community-based organizations and government agencies, OSSE administers and implements all services, programs, and activities funded under the CCDF in accordance with applicable D.C. laws and regulations as well as federal provisions outlined in the State Plan.

OSSE contracts with D.C. Child Care Connections to provide child care resource and referral information to parents about infant and toddler, preschool, out-of-school-time, and weekend/evening services available in the District of Columbia.

Highlights of new quality initiatives for 2013 include:

Number of children served:

- 17,126 children are served by the Child Care Subsidy Program
- 519 children are served by the Pre-kindergarten Program

Number of providers offering early childhood education services:

- 501 providers are licensed to provide early education services in the District
- 200 child development center providers and 76 child development home providers participate in the Child Care Subsidy Program

Accreditation of early care and education providers:

- 18 child development centers were either newly accredited or reaccredited by the National Association for the Education of Young Children (NAEYC)

Professional development trainings conducted by DEL:

- Provided 147 Child Development Associates (CDA) scholarships
- Provided training opportunities to over 668 early learning professionals in various early learning subject areas including, but not limited to, child maltreatment (child abuse and neglect); First Aid/ CPR; Emergency Preparedness; and other various subject areas
- Developed a Certified Trainer Registry. 322 professional have registered in the Professional Development Registry.

Regulation and Oversight:

- The Child Care Licensing Unit proposed new Child Development Facility licensing regulations that will affect all child development facilities in the District. The enhanced rigor and research-based requirements will facilitate improvements in the quality of services provided. Additionally, tighter regulation will reduce fraud and payment errors.
- DEL revised the Level I, Level II, and Home Provider Child Care Subsidy Program issuances and agreements. The complete overhaul eases the process by which Providers enter contracts with ECE and helps Providers understand the responsibilities, obligations, and rights included in their contract with OSSE.

New Federally Funded Quality Enhancement Initiatives:

- OSSE is developing a new Early Childhood Education Information Management System (EIMS). The EIMS will provide web-based access to the database for both ECE staff and child care providers. This new EIMS will provide real-time data and create a universal platform for information about the children OSSE serves across programs.
- T.E.A.C.H. Early Childhood Higher Education Scholarship Program provided scholarships for teachers to attain associate's and bachelor's degrees as well as increases in compensation for participants and incentives for employer participation.
- The DEL was awarded nearly \$700,000 over FY2011 - FY2013 from the U.S. Department of Health and Human Services, Administration for Children and Families to implement the Early Childhood Advisory Council (ECAC).
- OSSE is currently redesigning our Quality Rating and Improvement System, Going for the Gold. The revised QRIS will serve as a method to assess, improve, and communicate the level of quality in all early and school-age care settings. The revised system will provide meaningful incentives and targeted support for ascending the subsidy reimbursement tiers.
- OSSE awarded \$500,000 in infant and toddler expansion grants. The grants will help Providers gain knowledge of ways to increase and sustain their businesses by expanding their infant and toddler programs.

ACCESSIBILITY OF SERVICES

The OSSE offers families a wide range of child care options. The variety of schedules and types of programs enable families to choose the setting that best meets their needs. Child Development Centers and Child Development Homes are licensed by OSSE’s Compliance and Integrity Unit to ensure they meet minimum health and safety requirements. Providers must sign an agreement with OSSE’s to participate in the Child Care Subsidy Program. The five types of Child Care Providers are described below.

	Selection of child care done by	Eligibility determined by	Place of care	Provider of care
Level I Child Development Center-Based Provider	parent/guardian	DHS	center	center staff
Level II Child Development Center -Based Provider	parent/guardian	Level II Center-Based provider	center	center staff
Child Development Home-Based Provider	parent/guardian	DHS	home of provider	provider
Relative Care Provider	parent/guardian	DHS	home of relative	relative of child
In-Home Care Provider	parent/guardian	DHS	home of child	provider chosen by parent/guardian

1. ***Level I Child Development Center-Based Provider:*** accepts children who are referred for subsidized care after eligibility determination and intake at the Department of Human Services (DHS), Child Care Services Division.
2. ***Level II Child Development Center-Based Provider:*** conducts child care eligibility determination as well as intake on behalf of OSSE using OSSE eligibility requirements. Level II Center-Based Providers are located throughout the District.
3. ***Child Development Home-Based Provider:*** accepts children who are referred for subsidized child care after eligibility determination and intake at the DHS.
4. ***Relative Care Provider:*** parent or guardian selects the relative to provide care in the relative’s home. Eligibility determination and intake must be performed by the DHS.
5. ***In-Home Care Provider:*** parent or guardian selects the provider to care for the child in the child’s home. Eligibility determination and intake must be performed by the DHS.

Note: Relative Care Providers and In-Home Care Providers are exempt from the licensing requirements and are referred to as “*care-of-last-resort*” according to the Day Care Policy Act of 1979, as amended. In order to utilize Relative or In-Home Care Providers, parents must demonstrate that they could not find care in licensed centers or child development homes to meet their schedule needs or the needs of their child. Relative Care and In-Home Care Providers must enter into agreement with the OSSE School Preparedness Unit to participate in the Child Care Subsidy Program after the family has been determined eligible to receive subsidized child care service by DHS. The agreement has specific health, safety and education requirements which these providers must follow.

Non-traditional services: In addition to the traditional services offered from 7:00 AM – 6:00 PM Monday through Friday, the OSSE assists eligible parents/guardians in paying for “non-traditional services”, which are available evenings, nights, and weekends at selected sites. Parents/guardians can contact D.C. Child Care Connections by calling (202) 862-1111 or visiting their website (www.mychildcaredc.com) for a listing of providers and services available in their neighborhoods.

Accessibility to Children: Parents/guardians who place their children in any type of early care and education program in the District of Columbia have the right to unlimited access to their children while in care. A statement to this effect should appear in each Parent Handbook provided to prospective parents by the early care and education programs in the District.

AFFORDABILITY OF SERVICES

In order for a Child Development Center-Based Provider or Child Development Home-Based Provider to operate legally in the District of Columbia it must obtain a license. Parents should always ask to see a program’s license when selecting a child care program. The cost for child care varies throughout the city, the range of which is represented in the Market Rate Study conducted by the Center for Applied Research and Urban Policy at the University of the District of Columbia. Families who receive child care subsidies usually pay monthly co-payments which are substantially lower than the full market rate. These co-payments are established under a sliding fee schedule (to see the parent co-pay schedule please visit the Division of Early Learning section of the OSSE website at www.osse.dc.gov). These co-payment fees are based on family size, income and the number of children receiving care.

Co-payment fees for families are reviewed regularly to ensure that services are affordable and consume only a small percentage of the family’s income. The chart below shows a sample fee for a family earning \$18,000 per year.

CHILD ONE: School Age	CHILD TWO: Preschool
Part time care for (42 weeks out of the year): a parent fee of \$.64 daily x 5 days equals \$3.20 weekly x 42 weeks: \$134.40 per year.	Full Time Care for (52 weeks per year): \$.95 daily x 5 days equals \$4.75 weekly x 52 weeks: \$247.00 per year.
Full Time Care for (10 weeks out of the year); \$1.27 daily x 5 days equals \$6.35 weekly x 10 weeks: \$63.50 per year.	TOTAL for preschool : \$247 per year
TOTAL for school age child: \$197.90 per year.	
FAMILY TOTAL COST (BOTH CHILDREN): \$444.90 per year Percentage of Family’s Annual Income: 2.5%	

In addition to applying at the Department of Human Services, Child Care Services Division, eligible families can apply for subsidized child care at more than 45 Level II community-based child development centers located throughout the District. A list of these centers is available from D.C. Child Care Connections (the Child Care Resource and Referral Agency) by calling (202) 862-1111 or visiting their website (www.mychildcaredc.com).

The current District of Columbia Child Care and Development Fund (CCDF) State Plan is available on the OSSE website (www.osse.dc.gov). The State Plan details the full range of child care services that are offered throughout the District in both licensed and license-exempt settings. It also provides a description of the family fees for child care services using a sliding scale based on family income and size. The State Plan specifies that services are available for children from six weeks of age through age twelve (12). Children with disabilities are eligible for care through age eighteen (18).

II. HOW CAN THE PUBLIC PARTICIPATE IN DEVELOPING THE FY 2013-2014 STATE PLAN?

The Office of the State Superintendent of Education is actively seeking ideas and recommendations from a wide variety of citizens throughout the District of Columbia. We would like to receive input from parents, grandparents, citizens who are concerned about the future of the city, early childhood education professionals, early childhood education experts and other early childhood education stakeholders. All interested are invited to participate in drafting the upcoming CCDF State Plan for FY 2014-2015.

. You may provide input by attending the community forum and public hearings on:

PUBLIC HEARING

Friday May 31, 2013

5:00pm – 6:00pm

Office of the State Superintendent of Education (3rd Floor)

810 First Street, N.E.

Washington, DC 20002

COMMUNITY FORUM

Saturday, June 1, 2013

10:00 AM – 12:00 PM

Office of Unified Communications (Main Entrance; First Floor)

2720 Martin Luther King Avenue, SE

Washington, DC 20032

Copies of the draft CCDF State Plan will be available at OSSE's office located at 801 First Street, NE, 9th Floor, Washington, DC 20002. The plan will also be accessible online starting May 1, 2013 on the OSSE website: www.osse.dc.gov.

All interested parties are encouraged to give testimony at the public hearing. To register to make a presentation at the public hearing or for questions, call 202-727-6436 no later than Monday, May 27, 2013. Registered persons will be scheduled for a 3-minute period to testify first. Persons not registered to testify will be allowed to testify as time permits. Persons who testify are encouraged to bring a copy of their written testimony for the record.

Amharic, Chinese, French, Spanish, Vietnamese and Sign Language interpreters will be available, if the services are requested by Thursday, May 23, 2013, to ensure availability. To request these services please contact Carolyn Terry-Taylor at 202-727-8140, fax (202) 727-2019, or by e-mail at carolynj.taylor@dc.gov.

Written comments on the draft CCDF State Plan may be submitted at the hearing or throughout the comment period. The written comments must be received by 4:00 PM on **Monday, June 3,**

2013 at the OSSE office. Please address comments to: the Child Care and Development Fund State Plan, Attention: Carolyn Terry-Taylor at 801 First Street, NE, 9th Floor, Washington, DC 20002, fax (202) 727-2019 or by e-mail at carolynj.taylor@dc.gov .

III. ADDITIONAL INFORMATION

For additional information about the OSSE Division of Early Learning and its services please call **(202) 741-6412**, or any of the following numbers below:

Name and Phone Number of OSSE Contacts/Divisions:

Chief of Operations: **202-741-6412**

Education Service Monitoring Unit, Head Start State Collaboration Office and Eligibility Monitoring

Office of Grants Management: **202-741-6412**

Pre-kindergarten Program

Office of the Deputy Superintendent of Education: **202-727-1839**

Child Care Licensing and Complaints and Unusual Incidents

Office of Special Education

Infants and Toddlers with Disabilities Division: Part C Services **202-727-5784**

Office of Elementary and Secondary Education: **741-6412**

Professional Development

Name and Phone Numbers of Partners:

Department of Human Services, Child Care Services Division: subsidized child care eligibility determination and intake **202-727-0284**

Additional Information:

Child Find Phone Line **202-727-3665**

D.C. Child Care Connections – Child Care Resource and Referral **202-862-1111**

Mayor's Call Center **311**

This Document Is Printed With Funds from the Child Care and Development Fund from the U.S. Department Of Health and Human Services, Administration for Children and Families.

Additional copies of this Citizen's Guide can be obtained from:

**Office of the State Superintendent of Education
Division of Early Childhood Education
801 First Street, NE, 9th Floor
Washington, DC 20002
Tel: (202) 727-1839
Website: www.osse.dc.gov**

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