



GOVERNMENT OF GUAM
DEPARTMENT OF PUBLIC HEALTH AND SOCIAL SERVICES
 DIPATTAMENTON SALUT PUPBLEKO YAN SETBISION SUSIAT



Date: March 03, 2022

BCCS POLICY NO: 2022-01
PROGRAM APPLICABILITY: CCDF
EFFECTIVE DATE: April 4, 2022

To: Bureau of Economic Security (BES)
 Bureau of Health Care Financing Administration (BHCFA)
 Bureau of Management Support (BMS)
 Bureau of Social Services Administration (BOSSA)

From: Acting Human Services Program Administrator

Subject: Amended FY2022 – FY2024 Child Care Development Fund (CCDF)
 Gross Monthly Income Table and Co-Payments

POLICY:

The Gross Monthly Income Table attached is effective April 04, 2022. This table is used to determine income eligibility limits and family co-payments for child care assistance through the Child Care and Development Fund (CCDF).

A family’s eligibility and monthly co-payment is based on the family’s gross monthly income and the family’s or child’s circumstances.

Family Gross Income Guidelines

The Gross Monthly Income Table is used to determine a family’s eligibility for child care assistance with the following guidelines:

1. Family’s Gross Income:
 - a. If the household income falls in column A of the attached income table, the family is eligible for assistance without a co-payment.
 - b. If the household income falls in column B of the attached income table, the family shall have a co-payment of \$25.00 per month per child with a maximum monthly co-payment of \$75.00 for households with three or more children.

2. Foster Parents, Relative Caretakers or Legal Guardians
 - a. Income eligibility requirements are waived for care takers of a child receiving protective services as determined on a case-by-case basis.
 - b. If the foster parent(s), adult relative or legal guardian needs child care assistance for their own children:

- i. Household income will be counted towards determining eligibility.
 - ii. Separate applications shall be completed.
 - iii. The household will be assigned a separate case number from that of the foster child or child in their custody.
- 3. Minors with child(ren)
 - a. The income of parent(s), adult relative(s) or legal guardian(s) of a minor accessing child care subsidy is excluded if the minor and child(ren) is living with the parent(s), adult relative or legal guardian and the minor parent is attending school.
 - b. The minor's parent(s), adult relative(s) or legal guardian(s) is designated as the protective payee when case is keyed into the eligibility system.
 - c. The minor's parent(s), adult relative(s) or legal guardian(s) shall sign the child care application on behalf of the minor parent.
 - d. If the minor's parent(s), adult relative(s) or legal guardian(s) needs child care assistance for other children:
 - i. Household income will be counted towards determining eligibility.
 - ii. Separate applications shall be completed.
 - iii. The household will be assigned a separate case number from that of the minor parent's case.
- 4. The lead agency shall pay the maximum CCDF rate or the actual rate charged by the provider, whichever is less.

Family Contribution (co-payment) Guidelines

- 1. Family co-payment is determined according to the Gross Monthly Income Table attached.
- 2. Co-payments shall be paid by the family directly to the child care provider.
- 3. The family contribution (co-pay) is waived for those experiencing homelessness, in foster care, eligible for TANF services, minor parents and families with income below 100% of the federal poverty level.
- 4. The lead agency cannot penalize a family for non-payment of co-payments to a provider (45CFR 98.21(a)(5)(iii)). However, providers may enforce their agreements with the family and discontinue service for non-payment.
- 5. A separation clearance from a family's current or previous provider is required before a family can transfer from one provider to another. Failure to satisfy co-payments is a valid reason not to clear a family.
- 6. If a family selects a child care provider whose rates exceed the maximum child care rates (reference BMS Policy NO: 2020-002 FY2020 CCDF Maximum Child Care Rates or updated amendment), the family is responsible to pay the difference. The family contribution will still apply for those families not meeting the exemption criteria.

INSTRUCTIONS:

The Gross Monthly Income Table shall be used in determining a family's eligibility for CCDF child care assistance.

REFERENCE:

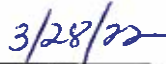
- CCDF State Plan FY2022 – FY2024 Amendment #1
- 45CFR Sub-part 98

Should you have any questions, please contact the Bureau of Child Care Services at 671-735-7344.


HEIDI JQ LUJAN

Concurred by:





PATRICIA SN MAFNAS
Acting Chief, Human Services Administrator
Division of Children's Wellness

Date

GUAM CHILD CARE DEVELOPMENT FUND (CCDF)						
Fiscal Year 2022-2024 Monthly Family Contribution Based on Income						
Family Size	Monthly Income					
	TABLE A			TABLE B		
	Monthly Income					
2	\$0.00	-	\$3,510.00	\$3,511.00	-	\$5,226
3	\$0.00	-	\$4,415.00	\$4,416.00	-	\$6,456
4	\$0.00	-	\$5,320.00	\$5,321.00	-	\$7,685
5	\$0.00	-	\$6,225.00	\$6,226.00	-	\$8,915
6	\$0.00	-	\$7,130.00	\$7,131.00	-	\$10,145
7	\$0.00	-	\$8,035.00	\$8,036.00	-	\$10,375
8 or more	\$0.00	-	\$8,940.00	\$8,941.00	-	\$10,606
Co-Pay per child	\$0			\$25		
Co-Pay Max per Family	\$0			\$75		