

# 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	Initial Eligibility Monthly Income Scale (All New Applicants Must Enter Under This Scale)			
2	0-1408	1409-1550	1551-1691	1692-1832
3	0-1777	1778-1956	1957-2133	2134-2311
4	0-2145	2146-2361	2362-2575	2576-2790
5	0-2513	2514-2765	2766-3017	3018-3268
6	0-2907	2908-3199	3200-3489	3490-3780
7	0-3250	3251-3576	3577-3901	3902-4226
>=8	0-3618	3619-3981	3982-4343	4344-4705

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:	\$28.00	\$29.00	\$30.00	\$38.00
Family Size	Continuing Eligibility Monthly Income Scale			
2	1833-1973	1974-2114	2115-2255	2256-2396
3	2312-2489	2490-2666	2667-2844	2845-3022
4	2791-3004	3005-3219	3220-3433	3434-3648
5	3269-3520	3521-3771	3772-4023	4024-4274
6	3781-4036	4037-4324	4325-4612	4613-4900
7	4227-4551	4552-4876	4877-5201	5202-5526
>=8	4706-5067	5068-5429	5430-5791	5792-6153

### 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.