

# 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:	\$8.00	\$10.50	\$13.00	\$15.50	\$18.00	\$20.50	\$23.00
Family Size	<b>Initial Eligibility Monthly Income Scale (All New Applicants Must Enter Under This Scale)</b>						
2	393-877	878-1020	1021-1161	1162-1302	1303-1444	1445-1586	1587-1704
3	495-1152	1153-1354	1355-1541	1542-1730	1731-1915	1916-2012	2013-2144
4	596-1334	1335-1560	1561-1777	1778-1993	1994-2210	2211-2424	2425-2584
5	698-1575	1576-1828	1829-2082	2083-2336	2337-2588	2589-2842	2843-3024
6	799-1808	1809-2099	2100-2389	2390-2682	2683-2971	2972-3261	3262-3463
7	901-2041	2042-2371	2372-2701	2702-3033	3034-3361	3362-3691	3692-3903
>=8	1002-2276	2277-2643	2644-3012	3013-3380	3381-3746	3747-4114	4115-4343

Note: Families with income below the amount shown in the \$8.00 column are NOT required to pay a fee. **All fees are per child.**

Weekly Fee:	\$30.50	\$38.00	\$45.50
Family Size	<b>Continuing Eligibility Monthly Income Scale</b>		
2	1705-1794	1795-1922	1923-1966
3	2145-2271	2272-2433	2434-2474
4	2585-2751	2752-2915	2916-2981
5	3025-3230	3231-3420	3421-3489
6	3464-3706	3707-3928	3929-3996
7	3904-4190	4191-4437	4438-4504
>=8	4344-4603	4604-4934	4935-5011

### 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.