



STATE OF NEW JERSEY
DEPARTMENT OF HUMAN SERVICES
EXAMPLE COPAYMENT SCHEDULE FOR SUBSIDIZED CHILD CARE ASSISTANCE
FAMILIES AT 101% FPL & UP TO 200% FPL (ACCORDING TO FAMILY SIZE)
EFFECTIVE: AUGUST 1, 2024

(Exact copayment will be displayed on the PAPA and is based on income, family size, and FPL limits in the CC-229)

Example Income	Full-Time				Part-Time				One Full-Time/One Part-Time			
	Weekly		Monthly		Weekly		Monthly		Weekly		Monthly	
	One Child	Two Children	One Child	Two Children	One Child	Two Children	One Child	Two Children	One Child	Two Children	One Child	Two Children
	2.0%	3.0%	2.0%	3.0%	1.0%	1.5%	1.0%	1.5%	N/A	2.5%	N/A	2.5%
\$21,000	\$8.08	\$12.12	\$35.00	\$52.50	\$4.04	\$6.06	\$17.50	\$26.25		\$10.10		\$43.75
\$24,000	\$9.23	\$13.85	\$40.00	\$60.00	\$4.62	\$6.92	\$20.00	\$30.00		\$11.54		\$50.00
\$27,000	\$10.38	\$15.58	\$45.00	\$67.50	\$5.19	\$7.79	\$22.50	\$33.75		\$12.98		\$56.25
\$30,000	\$11.54	\$17.31	\$50.00	\$75.00	\$5.77	\$8.65	\$25.00	\$37.50		\$14.42		\$62.50
\$33,000	\$12.69	\$19.04	\$55.00	\$82.50	\$6.35	\$9.52	\$27.50	\$41.25		\$15.87		\$68.75
\$36,000	\$13.85	\$20.77	\$60.00	\$90.00	\$6.92	\$10.38	\$30.00	\$45.00		\$17.31		\$75.00
\$39,000	\$15.00	\$22.50	\$65.00	\$97.50	\$7.50	\$11.25	\$32.50	\$48.75		\$18.75		\$81.25
\$42,000	\$16.15	\$24.23	\$70.00	\$105.00	\$8.08	\$12.12	\$35.00	\$52.50		\$20.19		\$87.50
\$45,000	\$17.31	\$25.96	\$75.00	\$112.50	\$8.65	\$12.98	\$37.50	\$56.25		\$21.63		\$93.75
\$48,000	\$18.46	\$27.69	\$80.00	\$120.00	\$9.23	\$13.85	\$40.00	\$60.00		\$23.08		\$100.00
\$51,000	\$19.62	\$29.42	\$85.00	\$127.50	\$9.81	\$14.71	\$42.50	\$63.75		\$24.52		\$106.25
\$54,000	\$20.77	\$31.15	\$90.00	\$135.00	\$10.38	\$15.58	\$45.00	\$67.50		\$25.96		\$112.50
\$57,000	\$21.92	\$32.88	\$95.00	\$142.50	\$10.96	\$16.44	\$47.50	\$71.25		\$27.40		\$118.75
\$60,000	\$23.08	\$34.62	\$100.00	\$150.00	\$11.54	\$17.31	\$50.00	\$75.00		\$28.85		\$125.00
\$63,000	\$24.23	\$36.35	\$105.00	\$157.50	\$12.12	\$18.17	\$52.50	\$78.75		\$30.29		\$131.25
\$66,000	\$25.38	\$38.08	\$110.00	\$165.00	\$12.69	\$19.04	\$55.00	\$82.50		\$31.73		\$137.50
\$69,000	\$26.54	\$39.81	\$115.00	\$172.50	\$13.27	\$19.90	\$57.50	\$86.25		\$33.17		\$143.75
\$72,000	\$27.69	\$41.54	\$120.00	\$180.00	\$13.85	\$20.77	\$60.00	\$90.00		\$34.62		\$150.00
\$75,000	\$28.85	\$43.27	\$125.00	\$187.50	\$14.42	\$21.63	\$62.50	\$93.75		\$36.06		\$156.25
\$78,000	\$30.00	\$45.00	\$130.00	\$195.00	\$15.00	\$22.50	\$65.00	\$97.50		\$37.50		\$162.50
\$81,000	\$31.15	\$46.73	\$135.00	\$202.50	\$15.58	\$23.37	\$67.50	\$101.25		\$38.94		\$168.75
\$84,000	\$32.31	\$48.46	\$140.00	\$210.00	\$16.15	\$24.23	\$70.00	\$105.00		\$40.38		\$175.00
\$87,000	\$33.46	\$50.19	\$145.00	\$217.50	\$16.73	\$25.10	\$72.50	\$108.75		\$41.83		\$181.25
\$90,000	\$34.62	\$51.92	\$150.00	\$225.00	\$17.31	\$25.96	\$75.00	\$112.50		\$43.27		\$187.50
\$93,000	\$35.77	\$53.65	\$155.00	\$232.50	\$17.88	\$26.83	\$77.50	\$116.25		\$44.71		\$193.75
\$96,000	\$36.92	\$55.38	\$160.00	\$240.00	\$18.46	\$27.69	\$80.00	\$120.00		\$46.15		\$200.00
\$99,000	\$38.08	\$57.12	\$165.00	\$247.50	\$19.04	\$28.56	\$82.50	\$123.75		\$47.60		\$206.25
\$102,000	\$39.23	\$58.85	\$170.00	\$255.00	\$19.62	\$29.42	\$85.00	\$127.50		\$49.04		\$212.50
\$105,000	\$40.38	\$60.58	\$175.00	\$262.50	\$20.19	\$30.29	\$87.50	\$131.25		\$50.48		\$218.75
\$108,000	\$41.54	\$62.31	\$180.00	\$270.00	\$20.77	\$31.15	\$90.00	\$135.00		\$51.92		\$225.00
\$111,000	\$42.69	\$64.04	\$185.00	\$277.50	\$21.35	\$32.02	\$92.50	\$138.75		\$53.37		\$231.25
\$114,000	\$43.85	\$65.77	\$190.00	\$285.00	\$21.92	\$32.88	\$95.00	\$142.50		\$54.81		\$237.50
\$117,000	\$45.00	\$67.50	\$195.00	\$292.50	\$22.50	\$33.75	\$97.50	\$146.25		\$56.25		\$243.75
\$120,000	\$46.15	\$69.23	\$200.00	\$300.00	\$23.08	\$34.62	\$100.00	\$150.00		\$57.69		\$250.00
\$123,000	\$47.31	\$70.96	\$205.00	\$307.50	\$23.65	\$35.48	\$102.50	\$153.75		\$59.13		\$256.25
\$126,000	\$48.46	\$72.69	\$210.00	\$315.00	\$24.23	\$36.35	\$105.00	\$157.50		\$60.58		\$262.50
\$129,000	\$49.62	\$74.42	\$215.00	\$322.50	\$24.81	\$37.21	\$107.50	\$161.25		\$62.02		\$268.75
\$132,000	\$50.77	\$76.15	\$220.00	\$330.00	\$25.38	\$38.08	\$110.00	\$165.00		\$63.46		\$275.00
\$135,000	\$51.92	\$77.88	\$225.00	\$337.50	\$25.96	\$38.94	\$112.50	\$168.75		\$64.90		\$281.25
\$138,000	\$53.08	\$79.62	\$230.00	\$345.00	\$26.54	\$39.81	\$115.00	\$172.50		\$66.35		\$287.50
\$141,000	\$54.23	\$81.35	\$235.00	\$352.50	\$27.12	\$40.67	\$117.50	\$176.25		\$67.79		\$293.75
\$144,000	\$55.38	\$83.08	\$240.00	\$360.00	\$27.69	\$41.54	\$120.00	\$180.00		\$69.23		\$300.00
\$147,000	\$56.54	\$84.81	\$245.00	\$367.50	\$28.27	\$42.40	\$122.50	\$183.75		\$70.67		\$306.25

NOTE: This copayment schedule is for illustrative purposes only. The exact copayment amount is based on family size, gross annual income, and hours of care (part-time or full-time care) and is determined by the county Child Care Resource & Referral (CCR&R) agency, and will be reflected on the current Parent/Applicant Provider Agreement (PAPA).

Exception: Children who are under child protective services (CPS) are exempt from any copayment requirement.

Full-Time Care: 30 or more hours of care per week.

Part-time Care: less than 30 hours of care per week.



STATE OF NEW JERSEY
DEPARTMENT OF HUMAN SERVICES
EXAMPLE COPAYMENT SCHEDULE FOR SUBSIDIZED CHILD CARE ASSISTANCE
FAMILIES AT 201% FPL OR GREATER (ACCORDING TO FAMILY SIZE)
EFFECTIVE: AUGUST 1, 2024

(Exact copayment will be displayed on the PAPA and is based on income, family size, and FPL limits in the CC-229)

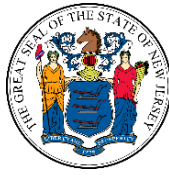
Example Income	Full-Time				Part-Time				One Full-Time/One Part-Time			
	Weekly		Monthly		Weekly		Monthly		Weekly		Monthly	
	One Child	Two Children	One Child	Two Children	One Child	Two Children	One Child	Two Children	One Child	Two Children	One Child	Two Children
	3.0%	5.0%	3.0%	5.0%	1.5%	2.5%	1.5%	2.5%	N/A	4.0%	N/A	4.0%
\$41,000	\$23.65	\$39.42	\$102.50	\$170.83	\$11.83	\$19.71	\$51.25	\$85.42		\$31.54		\$136.67
\$45,000	\$25.96	\$43.27	\$112.50	\$187.50	\$12.98	\$21.63	\$56.25	\$93.75		\$34.62		\$150.00
\$49,000	\$28.27	\$47.12	\$122.50	\$204.17	\$14.13	\$23.56	\$61.25	\$102.08		\$37.69		\$163.33
\$53,000	\$30.58	\$50.96	\$132.50	\$220.83	\$15.29	\$25.48	\$66.25	\$110.42		\$40.77		\$176.67
\$57,000	\$32.88	\$54.81	\$142.50	\$237.50	\$16.44	\$27.40	\$71.25	\$118.75		\$43.85		\$190.00
\$61,000	\$35.19	\$58.65	\$152.50	\$254.17	\$17.60	\$29.33	\$76.25	\$127.08		\$46.92		\$203.33
\$65,000	\$37.50	\$62.50	\$162.50	\$270.83	\$18.75	\$31.25	\$81.25	\$135.42		\$50.00		\$216.67
\$69,000	\$39.81	\$66.35	\$172.50	\$287.50	\$19.90	\$33.17	\$86.25	\$143.75		\$53.08		\$230.00
\$73,000	\$42.12	\$70.19	\$182.50	\$304.17	\$21.06	\$35.10	\$91.25	\$152.08		\$56.15		\$243.33
\$77,000	\$44.42	\$74.04	\$192.50	\$320.83	\$22.21	\$37.02	\$96.25	\$160.42		\$59.23		\$256.67
\$81,000	\$46.73	\$77.88	\$202.50	\$337.50	\$23.37	\$38.94	\$101.25	\$168.75		\$62.31		\$270.00
\$85,000	\$49.04	\$81.73	\$212.50	\$354.17	\$24.52	\$40.87	\$106.25	\$177.08		\$65.38		\$283.33
\$89,000	\$51.35	\$85.58	\$222.50	\$370.83	\$25.67	\$42.79	\$111.25	\$185.42		\$68.46		\$296.67
\$93,000	\$53.65	\$89.42	\$232.50	\$387.50	\$26.83	\$44.71	\$116.25	\$193.75		\$71.54		\$310.00
\$97,000	\$55.96	\$93.27	\$242.50	\$404.17	\$27.98	\$46.63	\$121.25	\$202.08		\$74.62		\$323.33
\$101,000	\$58.27	\$97.12	\$252.50	\$420.83	\$29.13	\$48.56	\$126.25	\$210.42		\$77.69		\$336.67
\$105,000	\$60.58	\$100.96	\$262.50	\$437.50	\$30.29	\$50.48	\$131.25	\$218.75		\$80.77		\$350.00
\$109,000	\$62.88	\$104.81	\$272.50	\$454.17	\$31.44	\$52.40	\$136.25	\$227.08		\$83.85		\$363.33
\$113,000	\$65.19	\$108.65	\$282.50	\$470.83	\$32.60	\$54.33	\$141.25	\$235.42		\$86.92		\$376.67
\$117,000	\$67.50	\$112.50	\$292.50	\$487.50	\$33.75	\$56.25	\$146.25	\$243.75		\$90.00		\$390.00
\$121,000	\$69.81	\$116.35	\$302.50	\$504.17	\$34.90	\$58.17	\$151.25	\$252.08		\$93.08		\$403.33
\$125,000	\$72.12	\$120.19	\$312.50	\$520.83	\$36.06	\$60.10	\$156.25	\$260.42		\$96.15		\$416.67
\$129,000	\$74.42	\$124.04	\$322.50	\$537.50	\$37.21	\$62.02	\$161.25	\$268.75		\$99.23		\$430.00
\$133,000	\$76.73	\$127.88	\$332.50	\$554.17	\$38.37	\$63.94	\$166.25	\$277.08		\$102.31		\$443.33
\$137,000	\$79.04	\$131.73	\$342.50	\$570.83	\$39.52	\$65.87	\$171.25	\$285.42		\$105.38		\$456.67
\$141,000	\$81.35	\$135.58	\$352.50	\$587.50	\$40.67	\$67.79	\$176.25	\$293.75		\$108.46		\$470.00
\$145,000	\$83.65	\$139.42	\$362.50	\$604.17	\$41.83	\$69.71	\$181.25	\$302.08		\$111.54		\$483.33
\$149,000	\$85.96	\$143.27	\$372.50	\$620.83	\$42.98	\$71.63	\$186.25	\$310.42		\$114.62		\$496.67
\$153,000	\$88.27	\$147.12	\$382.50	\$637.50	\$44.13	\$73.56	\$191.25	\$318.75		\$117.69		\$510.00
\$157,000	\$90.58	\$150.96	\$392.50	\$654.17	\$45.29	\$75.48	\$196.25	\$327.08		\$120.77		\$523.33
\$161,000	\$92.88	\$154.81	\$402.50	\$670.83	\$46.44	\$77.40	\$201.25	\$335.42		\$123.85		\$536.67
\$165,000	\$95.19	\$158.65	\$412.50	\$687.50	\$47.60	\$79.33	\$206.25	\$343.75		\$126.92		\$550.00
\$169,000	\$97.50	\$162.50	\$422.50	\$704.17	\$48.75	\$81.25	\$211.25	\$352.08		\$130.00		\$563.33
\$173,000	\$99.81	\$166.35	\$432.50	\$720.83	\$49.90	\$83.17	\$216.25	\$360.42		\$133.08		\$576.67
\$177,000	\$102.12	\$170.19	\$442.50	\$737.50	\$51.06	\$85.10	\$221.25	\$368.75		\$136.15		\$590.00
\$181,000	\$104.42	\$174.04	\$452.50	\$754.17	\$52.21	\$87.02	\$226.25	\$377.08		\$139.23		\$603.33
\$185,000	\$106.73	\$177.88	\$462.50	\$770.83	\$53.37	\$88.94	\$231.25	\$385.42		\$142.31		\$616.67
\$189,000	\$109.04	\$181.73	\$472.50	\$787.50	\$54.52	\$90.87	\$236.25	\$393.75		\$145.38		\$630.00
\$193,000	\$111.35	\$185.58	\$482.50	\$804.17	\$55.67	\$92.79	\$241.25	\$402.08		\$148.46		\$643.33
\$197,000	\$113.65	\$189.42	\$492.50	\$820.83	\$56.83	\$94.71	\$246.25	\$410.42		\$151.54		\$656.67
\$201,000	\$115.96	\$193.27	\$502.50	\$837.50	\$57.98	\$96.63	\$251.25	\$418.75		\$154.62		\$670.00
\$205,000	\$118.27	\$197.12	\$512.50	\$854.17	\$59.13	\$98.56	\$256.25	\$427.08		\$157.69		\$683.33
\$209,000	\$120.58	\$200.96	\$522.50	\$870.83	\$60.29	\$100.48	\$261.25	\$435.42		\$160.77		\$696.67

NOTE: This copayment schedule is for illustrative purposes only. The exact copayment amount is based on family size, gross annual income, and hours of care (part-time or full-time care) and is determined by the county Child Care Resource & Referral (CCR&R) agency, and will be reflected on the current Parent/Applicant Provider Agreement (PAPA).

Exception: Children who are under child protective services (CPS) are exempt from any copayment requirement.

Full-Time Care: 30 or more hours of care per week.

Part-time Care: less than 30 hours of care per week.



Department of Human Services • Division of Family Development
New Jersey Child Care Assistance Program
Copayments

Dear Parent/Applicant:

As a family receiving child care assistance through New Jersey’s Department of Human Services, Division of Family Development, we are writing to inform you that your child care provider will now begin collecting copayments from you starting August 1, 2024 (NOTE: the original start date has been postponed from July 1, 2024 to August 1, 2024). Copayments had been temporarily suspended since the onset of, and recovery from, the COVID-19 pandemic due to the availability of additional federal funding. That funding is no longer available, and federal law requires families receiving child care assistance to share in the cost of child care by making copayments, with limited exceptions for families who are eligible for a waiver. For all other cases, parents must pay the co-payment directly to their provider(s) according to the provider’s terms and conditions.

Your copayment amount is calculated based on your first child and second child. There is no copayment for any additional children. However, if your income is at or below 100% of the Federal Poverty Level (FPL), your copayment will be waived. For example, if you are a family of two with an income up to \$20,440, or a family of three with income up to \$25,820, your copayment will be waived – meaning that you will owe no copayment and the State will cover that cost.

Copayment percentages are as follows:

Family Income at or below 100% FPL

Full-Time		Part-Time		One Full-Time/One Part-Time
One Child	Two or More Children	One Child	Two or More Children	Two or More Children
waived	waived	waived	waived	waived

Family Income of at least 101% and up to 200% of FPL

Full-Time		Part-Time		One Full-Time/One Part-Time
One Child	Two or More Children	One Child	Two or More Children	Two or More Children
2% of income	3% of income	1% of income	1.5% of income	2.5% of income

Family Income Is 201% of FPL or Greater

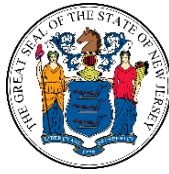
Full-Time		Part-Time		One Full-Time/One Part-Time
One Child	Two or More Children	One Child	Two or More Children	Two or More Children
3% if income	5% of income	1.5% of income	2.5% of income	4% of income

A new Parent/Applicant and Provider Agreement (PAPA) will soon be issued by your County Resource and Referral agency (CCR&R) to show the copayment amount you will need to pay to your provider(s). It is based on the income and family size you provided at your eligibility determination or redetermination. If your income or household size has since changed and you believe it may affect your copayment amount, contact your CCR&R to request a copayment adjustment.

You should discuss the terms and conditions regarding co-payment arrangements, such as the frequency of payment and conditions if not timely paid timely, with your child care provider(s).

Please note that if your provider charges a rate that is higher than the Child Care Assistance Program (CCAP) provider payment rate, you will continue to be responsible for paying that overage amount as well as any other any other costs and fees. This is in addition to your copayment.

Visit www.ChildCareNJ.gov/ChildCareNJ/media/media_library/Copayment_Schedule.pdf to view a copayment schedule with examples of copayment amounts at various income levels. If you have any questions, please contact your CCR&R (www.ChildCareNJ.gov/CCRR).



Department of Human Services • Division of Family Development

New Jersey Child Care Assistance Program Copayment Requirements and Policies Frequently Asked Questions

What is a copayment and why do I have to pay it?

Federal law requires families to share in the cost of child care using a sliding fee scale (meaning cost is adjusted depending on your income). This fee is known as copayment or copay. If a copay is assessed, that amount will be listed on your Parent/Applicant and Provider Agreement (PAPA) issued by your local Child Care Resource and Referral (CCR&R) agency. Copays are separate from other costs and fees that are paid directly to the child care provider. States are allowed to waive copayments for certain groups, such as families with lower income.

What factors are considered when determining the copayment amount?

Copayment amounts are based on the household's income, family size, hours of care (part-time or full-time), and number of children receiving services through the Child Care Assistance Program (CCAP).

What are the copayment percentages?

The copayment percentage ranges from 2% to 5% and is based on three income level thresholds. Copayments are assessed only on the first and second child (there is no copayment for any additional children). The copayment for part-time care is half the amount of full-time care.

Copayments are assessed at three different income thresholds:

1. At or below 100% of the Federal Poverty Level (FPL)
2. Income at 101% up to 200% of the Federal Poverty Level (FPL)
3. At or above 201% of the Federal Poverty Level (FPL)

Family Income at or below 100% FPL

Full-Time		Part-Time		One Full-Time/One Part-Time
One Child	Two or More Children	One Child	Two or More Children	Two or More Children
waived	waived	waived	waived	waived

Family Income of at least 101% and up to 200% of FPL

Full-Time		Part-Time		One Full-Time/One Part-Time
One Child	Two or More Children	One Child	Two or More Children	Two or More Children
2% of income	3% of income	1% of income	1.5% of income	2.5% of income

Family Income Is 201% of FPL or Greater

Full-Time		Part-Time		One Full-Time/One Part-Time
One Child	Two or More Children	One Child	Two or More Children	Two or More Children
3% if income	5% of income	1.5% of income	2.5% of income	4% of income

The NJ Child Care Assistance Program is managed by the CCR&R in your county:

How can I calculate my copayment to know the exact amount I have to pay?

There are several ways to help you understand and determine your copayment amount.

- Your copayment amount will be automatically calculated for you and printed on your PAPA issued by your local CCR&R.
- You can contact your local CCR&R.
- You can estimate your copayment by multiplying your monthly income by the above percentage that applies to your situation.

Important Reminder – copayments are based on household income, family size, hours of care (part-time or full-time), and number of children receiving assistance (whether 1 or 2).

Why might I still owe money to my provider after I pay my copayment?

The state has set payment rates for the Child Care Assistance Program. These rates vary depending on several factors including the age of the child and the type of provider (whether you are using a licensed child care center or a registered family child care provider) and whether the provider meets Grow NJ Kids high-quality standards.

The state rate may cover the entire cost of your child's care. However, if your provider charges more than what the state covers, you are responsible for paying the difference. This is called an overage. This overage is separate from the copay and other fees your child care provider charges for specific purposes (e.g., field trips and late fees). You are responsible for paying these fees directly to your provider.

In certain situations, if your child care provider charges more than the state payment rate, they may choose not to charge you the overage or otherwise negotiate a lower rate.

When am I responsible for paying my copayment amount to my provider?

Starting August 1, 2024 – you will have to directly pay your copayment to your provider.

How often do I have to pay a copayment?

You are responsible for paying your copayment for the time period indicated on your PAPA. Please discuss with your provider to determine the frequency at which your copayment is due, such as weekly, monthly, etc.

What happens if I cannot pay a copayment?

It is the responsibility of the providers to determine if they want to waive, reduce, or collect copayments, or terminate service if not paid. Families should discuss the terms and conditions regarding co-payment arrangements, such as frequency and conditions if not timely paid, with their provider(s).

What are some examples of copays and overage amounts?

To give you an example, first, we need to determine the type of setting, for example whether you are using a licensed child care center, registered family child care provider or approved home (in home or family, friends and neighbor) and then locate your income level (view the chart at

www.ChildCareNJ.gov/ChildCareNJ/media/media_library/Income_Eligibility_Schedule.pdf).

Once you've determined the type of child care facility and your income level based on your family size, you can calculate the copayment you'll be required to pay. You can view example copayment amounts at sample income levels on the copayment schedule at

www.ChildCareNJ.gov/ChildCareNJ/media/media_library/Copayment_Schedule.pdf.

The NJ Child Care Assistance Program is managed by the CCR&R in your county:

Example One

There is one parent and one child in the family, for a family size of two. Let's assume your family earns an income of \$31,000 a year, or \$2,583 a month (family income between 101% and up to 200% of FPL). The one child is in full-time care, so you'll be required to pay 2% of your annual gross income, which equals a total yearly copayment of \$620. This would be divided monthly, so your monthly copayment to your provider would be \$51.57.

Ages of Children	Provider Monthly Rate	CCAP Payment Rate*	Overage	Monthly Copayment	Total Family Cost
Infant	\$1,700.00	\$1,571.97	\$128.03	\$51.67	\$179.70

Example Two

There are two parents with two children, for a family size of four. Let's assume your family earns a gross income of \$61,000 a year, or \$5,083 a month (family income between 101% and up to 200% of FPL). One child is in full-time care and one is in part-time care. You'll be required to pay 2.5% (2% first child and .5% second child) of your annual gross income, which equals a total yearly copayment of \$1,525. This would be divided monthly, so your monthly copayment to your provider would be \$127.09.

Ages of Children	Provider Monthly Rate	CCAP Payment Rate*	Overage	Monthly Copayment	Total Family Cost
Infant (P/T)	\$900.00	\$785.99	\$114.01	\$127.09	\$297.21
Preschool	\$1,300.00	\$1,243.89	\$56.11		

Example Three

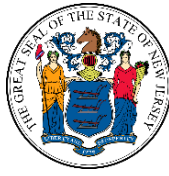
There are two parents with three children, for a family size of five. Let's assume your family earns a gross income of \$91,000 a year, or \$7,583 a month (family income above 200% FPL). Three children are in full-time care, you'll be required to pay 5% (3% first child, 2% second child, 0% third child) of your annual gross income which equals a total yearly copayment of \$4,550. This would be divided monthly, so your monthly copayment to your provider would be \$379.19.

Ages of Children	Provider Monthly Rate	CCAP Payment Rate*	Overage	Monthly Copayment	Total Family Cost
Toddler	\$1,500.00	\$1,392.33	\$107.67	\$379.17	\$599.06
Preschooler 1	\$1,300.00	\$1,243.89	\$56.11		
Preschooler 2	\$1,300.00	\$1,243.89	\$56.11		

**For all three examples, we used the licensed child care provider rate.*

In certain situations, the child care provider may offer discounted rates for siblings and also may waive the overage amount or otherwise negotiate a lower rate. The Child Care Assistance Program does not provide services to negotiate the overage, that is the responsibility of the family and the child care provider.

The NJ Child Care Assistance Program is managed by the CCR&R in your county:



**Departamento de Servicios Humanos • División de Desarrollo
Copagos del Programa de Asistencia para
el Cuidado de Niños de New Jersey**

Estimado padre, madre o solicitante:

Como familia que recibe asistencia para el cuidado de niños a través de la División de Desarrollo Familiar del Departamento de Servicios Humanos de New Jersey, le escribimos para informarle que su proveedor de cuidado de niños ahora comenzará a cobrarle los copagos a partir del 1 de agosto de 2024 (AVISO: la fecha original de comienzo ha sido postergada de 1 de julio de 2024 a 1 de agosto de 2024). Los copagos se habían suspendido temporalmente desde el inicio de la pandemia de COVID-19 y la recuperación después de ella por la disponibilidad de fondos federales adicionales. Esos fondos ya no están disponibles y la ley federal requiere que las familias que reciben asistencia para el cuidado de niños compartan el costo del cuidado de niños mediante copagos, con excepciones limitadas para familias elegibles para recibir una exención. Para todos los demás casos, padres deben pagar el copago directamente al proveedor(es) según los términos y condiciones del proveedor(es).

El monto de su copago se calcula en función de su primer niño y su segundo niño. No hay copago para ningún niño adicional. Sin embargo, si sus ingresos son iguales o inferiores al 100 % del Nivel Federal de Pobreza (Federal Poverty Level, FPL), se le exime del copago. Por ejemplo, si es una familia de dos personas con ingresos de hasta \$20,440 o una familia de tres personas con ingresos de hasta \$25,820, se exime del copago, lo que significa que no deberá ningún copago y el Estado cubrirá ese costo. Los porcentajes de copago son los siguientes:

Ingreso familiar igual o inferior al 100 % del FPL

Tiempo completo		Tiempo parcial		Uno a tiempo completo/ uno a tiempo parcial
Un niño	Dos o más niños	Un niño	Dos o más niños	Dos o más niños
exento	exento	exento	exento	exento

Ingresos familiares de, al menos, el 101 % y hasta el 200 % del FPL

Tiempo completo		Tiempo parcial		Uno a tiempo completo/ uno a tiempo parcial
Un niño	Dos o más niños	Un niño	Dos o más niños	Dos o más niños
2 % de los ingresos	3 % de los ingresos	1 % de los ingresos	1.5 % de los ingresos	2.5 % de los ingresos

Ingreso familiar del 201 % del FPL o más

Tiempo completo		Tiempo parcial		Uno a tiempo completo/ uno a tiempo parcial
Un niño	Dos o más niños	Un niño	Dos o más niños	Dos o más niños
3 % de los ingresos	5 % de los ingresos	1.5 % de los ingresos	2.5 % de los ingresos	4 % de los ingresos

La agencia de Recursos y Referencias del Condado (County Resource and Referral, CCR&R) pronto emitirá un nuevo Acuerdo entre Padre/Solicitante y Proveedor (Parent/Applicant and Provider Agreement, PAPA) para mostrar el monto del copago que deberá pagar a su(s) proveedor(es). Se basa en los ingresos y el tamaño de la familia que proporcionó en su determinación o redeterminación de elegibilidad. Si sus ingresos o el tamaño de su hogar han cambiado desde entonces y cree que esto puede afectar el monto de su copago, comuníquese con su CCR&R para solicitar un ajuste de copago.

Debería hablar con su proveedor(es) de cuidado de niños sobre los términos y condiciones acerca de los acuerdos de copago, como la frecuencia de pago y las condiciones en caso que no pague a tiempo.

Tenga en cuenta que si su proveedor cobra una tasa más alta que la tasa de pago al proveedor del Programa de Asistencia para el Cuidado de Niños (Child Care Assistance Program, CCAP), seguirá siendo responsable de pagar ese monto excedente, así como cualquier otro costo o tasa. Esto se suma a su copago.

Visite www.ChildCareNJ.gov/ChildCareNJ/media/media_library/Copayment_Schedule.pdf para ver un cronograma de copagos con ejemplos de montos de copagos para varios niveles de ingresos. Si tiene alguna pregunta, comuníquese con su CCR&R (www.ChildCareNJ.gov/CCRR).



Departamento de Servicios Humanos • División de Desarrollo

Programa de Asistencia para el Cuidado de Niños de New Jersey

Políticas y Requisitos para Copagos

Preguntas Frecuentes

¿Qué es un copago y por qué tengo que pagarlo?

La ley federal requiere que las familias compartan el costo del cuidado de niños según una escala móvil de tarifas (lo que significa que el costo se ajusta según sus ingresos). Esta tarifa se conoce como copago. Si se aplica un copago, ese monto aparecerá en su PAPA emitido por su agencia local de CCR&R. Los copagos son independientes de otros costos y tasas que se pagan directamente al proveedor de cuidado de niños. Los estados pueden eximir de copagos a determinados grupos, como las familias con ingresos más bajos.

¿Qué factores se tienen en cuenta al determinar el monto del copago?

Los montos de los copagos se basan en los ingresos del hogar, el tamaño de la familia, las horas de cuidado (a tiempo parcial o completo) y la cantidad de niños que reciben servicios a través del CCAP.

¿Cuáles son los porcentajes de copago?

El porcentaje de copago varía entre el 2 % y el 5 % y se basa en tres límites de nivel de ingresos. Los copagos se aplican solo al primer y al segundo niño (no hay copagos para ningún niño adicional). El copago del cuidado a tiempo parcial es la mitad de la cantidad del cuidado a tiempo completo.

Los copagos se calculan con tres límites de ingresos diferentes:

1. Igual o por debajo del 100 % del FPL
2. Ingresos del 101 % hasta el 200 % del FPL
3. Igual o por encima del 201 % del FPL

Ingreso familiar igual o inferior al 100 % del FPL

Tiempo completo		Tiempo parcial		Uno a tiempo completo/ uno a tiempo parcial
Un niño	Dos o más niños	Un niño	Dos o más niños	Dos o más niños
exento	exento	exento	exento	exento

Ingresos familiares de, al menos, el 101 % y hasta el 200 % del FPL

Tiempo completo		Tiempo parcial		Uno a tiempo completo/ uno a tiempo parcial
Un niño	Dos o más niños	Un niño	Dos o más niños	Dos o más niños
2 % de los ingresos	3 % de los ingresos	1 % de los ingresos	1.5 % de los ingresos	2.5 % de los ingresos

Ingreso familiar del 201 % del FPL o más

Tiempo completo		Tiempo parcial		Uno a tiempo completo/ uno a tiempo parcial
Un niño	Dos o más niños	Un niño	Dos o más niños	Dos o más niños
3 % de los ingresos	5 % de los ingresos	1.5 % de los ingresos	2.5 % de los ingresos	4 % de los ingresos

El Programa de Asistencia para el Cuidado de Niños de NJ es administrado por el CCR&R en su condado:

¿Cómo puedo calcular mi copago para saber la cantidad exacta que debo pagar?

Hay varias maneras que le permiten entender y determinar el monto de su copago.

- El monto de su copago se calculará automáticamente para usted y se imprimirá en su PAPA emitido por su CCR&R local.
- Puede comunicarse con su CCR&R local.
- Para calcular su copago, multiplique sus ingresos mensuales por el porcentaje de arriba que se aplica a su situación.

Recordatorio importante: Los copagos se basan en los ingresos del hogar, el tamaño de la familia, las horas de cuidado (a tiempo parcial o completo) y la cantidad de niños que reciben asistencia (ya sea 1 o 2).

¿Por qué podría deberle dinero a mi proveedor después de pagar mi copago?

El estado definió tasas de pago para el Programa de Asistencia para el Cuidado de Niños. Estas tasas varían según distintos factores, como la edad del niño y el tipo de proveedor (si usa un centro de cuidado de niños autorizado o un proveedor de cuidado de niños familiar registrado) y si el proveedor cumple con las normas de alta calidad de Grow NJ Kids.

La tasa estatal puede cubrir el costo total de la atención de su niño. Sin embargo, si su proveedor cobra más de lo que cubre el estado, usted es responsable de pagar la diferencia. Esto se llama excedente. El excedente es independiente del copago y otros cargos que cobra su proveedor de cuidado de niños para fines específicos (p. ej., excursiones y cargos por pago atrasado). Usted es responsable de pagar estas tarifas directamente al proveedor.

En determinadas situaciones, si su proveedor de cuidado de niños cobra más que la tasa de pago estatal, puede optar por no cobrarle el excedente o negociar una tasa más baja.

¿Cuándo soy responsable de pagar el monto de mi copago a mi proveedor?

A partir del 1 de agosto de 2024, deberá pagar su copago directamente a su proveedor.

¿Con qué frecuencia debo pagar un copago?

Es responsable de pagar su copago por el periodo indicado en su PAPA. Hable con su proveedor para determinar la frecuencia con la que debe pagar su copago, por ejemplo, semanal, mensual, etc.

¿Qué pasa si no puedo pagar el copago?

Es la responsabilidad del proveedor(es) determinar si quiere(n) renunciar, reducir, o coleccionar copagos, o terminar sus servicios si no le paga(n). Las familias deberían hablar con su proveedor(es) sobre los términos y condiciones acerca de los acuerdos de copago, como la frecuencia de pago y las condiciones en caso que no pague a tiempo.

¿Cuáles son algunos ejemplos de copagos y montos excedentes?

Para darle un ejemplo, primero debemos determinar el tipo de entorno, es decir, si usa un centro de cuidado de niños autorizado, un proveedor de cuidado de niños familiar registrado o un hogar aprobado (en el hogar o con familiares, amigos y vecinos), y luego ubicar su nivel de ingresos (vea la tabla en www.ChildCareNJ.gov/ChildCareNJ/media/media_library/Income_Eligibility_Schedule.pdf).

Una vez que haya determinado el tipo de centro de cuidado de niños y su nivel de ingresos según el tamaño de su familia, puede calcular el copago que deberá pagar. Puede ver ejemplos de montos de copagos para varios niveles de ingresos en el cronograma de copagos en www.ChildCareNJ.gov/ChildCareNJ/media/media_library/Copayment_Schedule.pdf.

Ejemplo uno

Hay un padre y un niño en la familia, para un tamaño de familia de dos. Supongamos que su familia tiene un ingreso de \$31,000 al año, o \$2,583 al mes (ingreso familiar entre el 101 % y el 200 % del FPL). El niño está bajo cuidado a tiempo completo, por lo que se le pedirá que pague el 2 % de su ingreso bruto anual, lo que equivale a un copago anual total de \$620. Esto se dividiría mensualmente, por lo que su copago mensual a su proveedor sería de \$51.57.

Edades de los niños	Tasa mensual para proveedores	CCAP Tasa de pago*	Excedente	Copago mensual	Costo total de la familia
Bebé	\$1,700.00	\$1,571.97	\$128.03	\$51.67	\$179.70

Ejemplo dos

Hay dos padres con dos niños, para una familia de cuatro. Supongamos que su familia gana un ingreso bruto de \$61,000 al año, o \$5,083 al mes (ingreso familiar entre el 101 % y el 200 % del FPL). Un niño está bajo cuidado de tiempo completo y otro está bajo cuidado de tiempo parcial. Se le pedirá que pague el 2.5 % (2 % del primer niño y 0.5 % del segundo niño) de su ingreso bruto anual, lo que equivale a un copago anual total de \$1,525. Esto se dividiría mensualmente, por lo que su copago mensual a su proveedor sería de \$127.09.

Edades de los niños	Tasa mensual para proveedores	Tasa de pago*	Excedente	Copago mensual	Costo total de la familia
Bebé (T/P)	\$900.00	\$785.99	\$114.01	\$127.09	\$297.21
Niño en edad preescolar	\$1,300.00	\$1,243.89	\$56.11		

Ejemplo tres

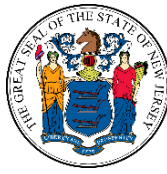
Hay dos padres con tres niños, para una familia de cinco. Supongamos que su familia gana un ingreso bruto de \$91,000 al año, o \$7,583 al mes (ingreso familiar superior al 200 % del FPL). Los tres niños están bajo cuidado de tiempo completo, se le pedirá que pague el 5 % (3 % por el primer niño, 2 % por el segundo niño, 0 % por el tercer niño) de su ingreso bruto anual, lo que equivale a un copago anual total de \$4,550. Esto se dividiría mensualmente, por lo que su copago mensual a su proveedor sería de \$379.19.

Edades de los niños	Tasa mensual para proveedores	CCAP Tasa de pago*	Excedente	Copago mensual	Costo total de la familia
Niño pequeño	\$1,500.00	\$1,392.33	\$107.67	\$379.17	\$599.06
Niño en edad preescolar 1	\$1,300.00	\$1,243.89	\$56.11		
Niño en edad preescolar 2	\$1,300.00	\$1,243.89	\$56.11		

**Para los tres ejemplos, usamos la tasa de proveedor de cuidado de niños autorizado.*

En determinadas situaciones, el proveedor de cuidado de niños puede ofrecer tasas con descuento para hermanos y también puede eximir el monto del excedente o negociar una tasa más baja. El Programa de Asistencia para el Cuidado de Niños no proporciona servicios para negociar el excedente - eso es responsabilidad de la familia y del proveedor de cuidado de niños.

El Programa de Asistencia para el Cuidado de Niños de NJ es administrado por el CCR&R en su condado:



Department of Human Services • Division of Family Development

**New Jersey Child Care Assistance Program
Copayments**

Dear Provider:

As a provider serving families that receive child care assistance through New Jersey's Department of Human Services, Division of Family Development, we are writing to inform you that *families will now begin to be responsible for paying copayments to you starting August 1, 2024 (NOTE: the original start date has been postponed from July 1, 2024 to August 1, 2024)*. The copayments are a portion of the State's total Child Care Assistance Program (CCAP) provider payment rate, which will now be paid directly to you by the families you serve.

Copayments had been temporarily suspended since the onset of, and recovery from, the COVID-19 pandemic due to the availability of additional federal funding. That funding is no longer available, and federal law requires families receiving child care assistance to share in the cost of child care by making copayments, with limited exceptions. A family's copayment amount is calculated based on the first child and second child. There is no copayment for any additional children.

The new copayment schedule is provided below:

Family Income of at least 101% and up to 200% of FPL

Full-Time		Part-Time		One Full-Time/One Part-Time
One Child	Two or More Children	One Child	Two or More Children	Two or More Children
2% of income	3% of income	1% of income	1.5% of income	2.5% of income

Family Income is 201% of FPL or Greater

Full-Time		Part-Time		One Full-Time/One Part-Time
One Child	Two or More Children	One Child	Two or More Children	Two or More Children
3% if income	5% of income	1.5% of income	2.5% of income	4% of income

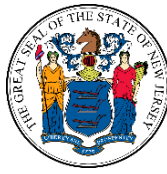
Please note that if a family's income is at or below 100% of the Federal Poverty Level (FPL) or if the child is in protective services, the copayment will be waived. For those families, the State will provide the total CCAP provider payment rate and the family will owe you no copayment.

A new Parent/Applicant and Provider Agreement (PAPA) will soon be issued by your County Resource and Referral agency (CCR&R) to show the copayment amount owed to you by each family you serve that receives child care assistance.

It is your responsibility to determine the terms and conditions regarding co-payment arrangements and to communicate those policies directly to families, such as the frequency of payment and conditions if not paid timely, as well as whether copayments will be waived, reduced, collected, or service terminated for non-payment.

Please note that if you charge a rate that is higher than the CCAP provider payment rate, the family will be responsible for paying you both the copayment and that overage amount above the CCAP provider payment rate.

Visit www.ChildCareNJ.gov/ChildCareNJ/media/media_library/Copayment_Schedule.pdf to view a copayment schedule with example copayment amounts at sample income levels. If you have any questions, please contact your CCR&R (www.ChildCareNJ.gov/CCR).



**Departamento de Servicios Humanos • División de Desarrollo Familiar
Copagos del Programa de Asistencia para
el Cuidado de Niños de New Jersey**

Estimado proveedor:

Como proveedor que atiende a familias que reciben asistencia para el cuidado de niños a través de la División de Desarrollo Familiar del Departamento de Servicios Humanos de New Jersey, le escribimos para informarle que las familias comenzarán a ser responsables de pagar los copagos a partir del 1 de agosto de 2024 (AVISO: la fecha original de comienzo ha sido postergada de 1 de julio de 2024 a 1 de agosto de 2024). Los copagos son una parte de la tasa total de pago a los proveedores del Programa de Asistencia para el Cuidado de Niños (Child Care Assistance Program, CCAP) del estado, que ahora pagarán directamente a usted las familias a las que sirve.

Los copagos se habían suspendido temporalmente desde el inicio de la pandemia de COVID-19 y la recuperación después de ella por la disponibilidad de fondos federales adicionales. Esos fondos ya no están disponibles y la ley federal requiere que las familias que reciben asistencia para el cuidado de niños compartan el costo del cuidado de niños mediante copagos, con excepciones limitadas. El monto del copago de una familia se calcula en función del primer niño y el segundo niño. No hay copago para ningún niño adicional.

El nuevo cronograma de copagos se proporciona a continuación:

Ingresos familiares de, al menos, el 101 % y hasta el 200 % del FPL

Tiempo completo		Tiempo parcial		Uno a tiempo completo/ uno a tiempo parcial
Un niño	Dos o más niños	Un niño	Dos o más niños	Dos o más niños
2 % de los ingresos	3 % de los ingresos	1 % de los ingresos	1.5 % de los ingresos	2.5 % de los ingresos

Ingreso familiar del 201 % del FPL o más

Tiempo completo		Tiempo parcial		Uno a tiempo completo/ uno a tiempo parcial
Un niño	Dos o más niños	Un niño	Dos o más niños	Dos o más niños
3 % de los ingresos	5 % de los ingresos	1.5 % de los ingresos	2.5 % de los ingresos	4 % de los ingresos

Tenga en cuenta que, si los ingresos de una familia son iguales o inferiores al 100 % del Nivel Federal de Pobreza (Federal Poverty Level, FPL) o si el niño está en servicios de protección, no tendrán copagos. Para esas familias, el estado proporcionará la tasa total de pago del proveedor de CCAP y la familia no le deberá ningún copago.

La agencia de Recursos y Referencias del Condado (County Resource and Referral agency, CCR&R) pronto emitirá un nuevo Acuerdo entre Padres/Solicitantes y Proveedores (Parent/Applicant and Provider Agreement, PAPA) para mostrar el monto del copago que le debe cada familia a la que presta servicios y que recibe asistencia para el cuidado de niños.

Es su responsabilidad determinar los términos y condiciones acerca de los acuerdos de copago y comunicar esas políticas directamente a las familias, como la frecuencia de pago y las condiciones en caso que no paguen a tiempo, tal como si los copagos serán renunciados, reducidos, o colectados, o si terminará sus servicios si no le pagan.

Tenga en cuenta que si cobra una tasa que es más alta que la tasa de pago del proveedor de CCAP, la familia será responsable de pagarle tanto el copago como el monto excedente por encima de la tasa de pago del proveedor de CCAP.

Visite www.ChildCareNJ.gov/ChildCareNJ/media/media_library/Copayment_Schedule.pdf para ver un cronograma de copagos más detallado con ejemplos de montos de copagos para varios niveles de ingresos. Si tiene alguna pregunta, comuníquese con su CCR&R (www.ChildCareNJ.gov/CCRR).



State of New Jersey


DEPARTMENT OF HUMAN SERVICES
DIVISION OF FAMILY DEVELOPMENT
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Assistant Commissioner

		DIVISION OF FAMILY DEVELOPMENT	
PROGRAM INSTRUCTION			
SUBJECT: Resumption of Copayments			
ISSUE DATE: June 19, 2024		DFDI No.: 24-06-05	
IMPACTED PROGRAMS: Child Care Assistance Program (excluding CPS cases)			
HISTORY: Rescinds DFDI No.: 24-06-03			

I. PURPOSE

The purpose of this Instruction is to resume the copayment requirement and establish a new copayment schedule for families receiving Child Care Assistance Program (CCAP) funds from the Department of Human Services, Division of Family Development (DHS/DFD).

This Instruction rescinds and replaces DFDI No.: 24-06-03 to provide a new effective date of August 1, 2024 for the resumption of the copayment requirement.

II. AUTHORITY

The “Child Care and Development Block Grant Act of 1990,” 42 U.S.C. §§ 9857 et seq.; 45 C.F.R. Part 98; N.J.S.A. 30:5B-31.

III. OVERVIEW

Federal and State regulations require families receiving CCAP assistance to contribute towards the cost of child care by making copayments, subject to exceptions for certain families eligible for a waiver. Copayments for families had been suspended due to the COVID-19 pandemic.

Effective August 1, 2024, parents must pay copayments directly to their provider(s), except that DHS/DFD shall cover the copayment for those families approved for a waiver. This Instruction sets forth the policies and procedures for the copayment requirement and establishes a new copayment schedule also effective August 1, 2024.

IV. DEFINITIONS

N/A

V. POLICY

A. Copayments. Effective August 1, 2024, families receiving CCAP assistance shall be required to pay providers a copayment to cover a portion of the DHS/DFD provider payment rate according to the copayment schedule below in B.

Copayments shall be waived (and paid by DHS/DFD) in the following cases:

- 1) Family income is at or below 100% of the Federal Poverty Level (FPL); and
- 2) The child(ren) is in protective services; and

B. Copayment Schedule. The total copayment amount owed by a family shall be the applicable percentage of family income according to the schedule below:

Family Income Is 101% of FPL or Greater Up to 200% of FPL

Full-Time		Part-Time		One Full-Time/One Part-Time
One Child	Two Children	One Child	Two Children	Two Children
2.0%	3.0%	1.0%	1.5%	2.5%

Family Income Is 201% of FPL or Greater

Full-Time		Part-Time		One Full-Time/One Part-Time
One Child	Two Children	One Child	Two Children	Two Children
3.0%	5.0%	1.5%	2.5%	4.0%

- **Note:** the FPL standards in the current CC-229: Income Eligibility Schedules for Publicly Subsidized Child Care Assistance or Services shall be used to determine the FPL percentage of a family’s income according to family size.
- **Note:** the CC-236: Copayment Schedule for Subsidized Child Care Assistance issued with this Instruction provides examples of copayment amounts at different family incomes under the new copayment schedule.

C. Copayment Adjustments. Copayments may be adjusted within a 12-month eligibility period through a reassessment in certain circumstances as detailed in C. of the Procedures section.

D. Families with Two or More Children. If a family has two (2) or more children, the cost of the total copayment amount shall be split equally between the child care assistance agreements for the two (2) children receiving the highest cost child care. There is no additional copayment cost for the third or additional child.

E. Copayment Terms and Conditions. CCR&Rs shall advise parents and providers that it is the responsibility of the provider(s) to determine the terms and conditions regarding copayment arrangements such as the frequency of payment and conditions if not paid timely, including whether they will waive, reduce, collect copayments or terminate service for non-payment, and that providers must communicate their copayment policies directly to parents.

VI. PROCEDURES

A. Copayment Requirement. Effective August 1, 2024, all child care assistance agreements shall provide that families are required to pay a copayment to providers according to the copayment schedule in B. of the Policy section, except in the following cases where the copayment requirement is waived:

- 1) Family has income up to 100% of FPL; and
- 2) The child(ren) is in protective services.

B. Distributing Copayments. If a family has more than one (1) child in care, then 50% of the total copayment amount owed will be automatically assessed in each child care assistance agreement for the two (2) children with the highest cost of care. If these children have different providers, 50% of the total copayment amount shall be paid separately to each one.

C. Copayment Adjustments. Child Care Resource and Referral Agencies (CCR&Rs) must conduct a reassessment within a 12-month eligibility period that will result in an automatic adjustment to a family's copayment in the following situations:

- 1) New child in care (family with one (1) child in care adds another, or a family with two (2) children in care, at least one (1) of which is in part-time care, adds a new child in full-time care);
- 2) Removal of child in care (family with two (2) children in care removes one (1) child from care);
- 3) Care type change (full-time to part-time or part-time to full-time);
- 4) Household size change is reported that would result in a lower copayment; and
- 5) Family income change is reported that would result in a lower copayment.

Copayments will also be reallocated among child care agreements if there is a change in the two (2) children who are receiving the highest cost care, but which does not result in a change in the total copayment amount (family with two (2) or more children in care either adds or removes one (1) child from care resulting in two (2) different children with the highest cost of care).

D. CCR&R Training and Quality Control. CCR&Rs shall ensure staff are aware of the policies and procedures within this Instruction and shall periodically conduct quality assurance reviews to verify staff are correctly calculating copayments.

E. Consumer Education. CCR&Rs shall immediately:

- 1) Post on their agency websites the CC-236;
- 2) Distribute the CC-237: Copayments Parent Letter and Frequently Asked Questions (or the CC-237s for the Spanish version) to parents;
- 3) Distribute the CC-238: Copayments Provider Letter (or the CC-238s for the Spanish version) to providers; and
- 4) Add the copayment policies in this Instruction to provider and parent meeting agendas to inform, clarify, and address questions and concerns.

CCR&Rs shall also provide general consumer education about this Instruction, and engage in ongoing communication and collaboration with parents and providers to ensure they are informed of its policies.

F. Copayment Report. CCR&Rs shall be provided a CARES report to help CCR&Rs identify impacted agreements and help with sending out notices and tracking.

VII. FISCAL

N/A

VIII. SYSTEMS

On or about June 28, 2024, the Child Care Automated Resource and Eligibility System (CARES) will undergo an automated mass change to ensure that new and existing child care assistance agreements reflect the new copayments that parents must start paying beginning August 1, 2024. The copayments shall be displayed on affected Parent/Applicant and Provider Agreements (PAPAs) immediately after the mass change.

Providers will begin to see these changes displayed in the provider portal beginning late June and will receive DHS/DFD reimbursements, less any copayments, beginning with the August 27, 2024 direct deposit date.

IX. FORMS AND ATTACHMENTS

- Copayment Schedule for Subsidized Child Care Assistance (CC-236)
- Copayments Parent Letter and Frequently Asked Questions (CC-237) (English)
- Copayments Parent Letter and Frequently Asked Questions (CC-237s) (Spanish)
- Copayments Provider Letter (CC-238) (English)
- Copayments Provider Letter (CC-238s) (Spanish)

Please bring this information to the attention of appropriate staff at your agency. If you need additional guidance, please contact your Child Care Supervisor assigned to your county.

Sincerely,

Natasha Johnson

Natasha Johnson
Assistant Commissioner