

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, child support, SSI, SSA, some educational funds, 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	Initial Eligibility Monthly Income Scale (All New Applicants Must Enter Under This Scale)						
2	368-822	823-956	957-1088	1089-1220	1221-1353	1354-1486	1487-1594
3	463-1080	1081-1269	1270-1444	1445-1621	1622-1795	1796-1970	1971-2007
4	559-1250	1251-1462	1463-1665	1666-1868	1869-2071	2072-2272	2273-2421
5	654-1476	1477-1713	1714-1951	1952-2189	2190-2425	2426-2663	2664-2835
6	750-1694	1695-1967	1968-2239	2240-2513	2514-2784	2785-3056	3057-3249
7	845-1913	1914-2222	2223-2531	2532-2842	2843-3150	3151-3459	3460-3663
>=8	941-2133	2134-2477	2478-2822	2823-3167	3168-3510	3511-3855	3856-4265

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	Continuing Eligibility Monthly Income Scale		
2	1595-1681	1682-1801	1802-1839
3	2008-2128	2129-2280	2281-2316
4	2422-2578	2579-2763	2764-2794
5	2836-3026	3027-3242	3243-3271
6	3250-3473	3474-3723	3724-3791
7	3664-3926	3927-4206	4207-4226
>=8	4266-4332	4333-4643	4644-4704

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...

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