



<b>WS 13-23</b>
<b>October 9, 2013</b>
<b>Financial Aid</b>
<b>Expires: Continuing</b>

To: Career Office Contractors

FROM: Mike Temple  
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SUBJECT: Managing Financial Aid – Child Care Standards and Guidelines

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## Purpose

This Issuance provides guidance to staff when providing Financial Aid for Child Care. This Issuance replaces Issuance WS 13-14.

## Background

As we added information and guidance to the Child Care Eligibility Desk Aid, this document expanded in scope to address more than eligibility. The new Child Care Standards and Guidelines document incorporates the guidance in the Child Care Eligibility Desk Aid and adds additional guidance regarding vendors placed on corrective or adverse action by DFPS.

## Process

The Child Care Standards and Guidelines document will continue to grow and develop as we add new guidance and incorporate current guidance into the one document. We will reissue this Issuance as we make these changes. You can find the Child Care Standards and Guidelines under Operations Standards and Guidelines at this link:

<http://www.wrksolutions.com/staff/policiesandprocedures.html>.

## Action

1. Review this issuance, especially the new information regarding required actions when DFPS places a vendor on corrective or adverse action.
2. These instructions are in force from the date of this issuance.

## Questions

Direct questions through the [Submit a Question](#) link.