



WS 18-04 Change 9
Issued: April 17, 2023
Effective: Immediately
Financial Aid
Expires: Continuing

To: All Contractors

From: Juliet Stipeche
Rebecca Neudecker
Kevin Rodney

Subject: WS 18-04 Managing Financial Aid – Child Care Standards and Guidelines

Purpose

Update the standards and guidelines for authorizing, delivering, supporting, and ending financial aid for early education/child care.

This issuance updates WS 18-04 Managing Financial Aid – Child Care Standards and Guidelines Change 8 issued October 19, 2022. We show new and updated standards and guidelines in ***bold italics***.

Background

Workforce Solutions provides child care scholarships for parents and caretakers who are working, looking for work, and/or going to school. We understand finding quality, affordable child care can be challenging so we collaborate with organizations in the Gulf Coast region to educate parents about the availability of quality care, enhance children's early learning, and ensure access to child care services is available for families who qualify.

Workforce Solutions has established guidelines for the provision of child care services.

Child Care Standards and Guidelines

The child care standards provide guidance for:

1. The general management of child care services;
2. Eligibility criteria for families to qualify;
3. The appeal process for families who disagree with our decisions;
4. How we pay providers; and
5. How we detect and report fraud, waste and abuse

Action

- Make sure all staff at every level understand and follow the information included in the updated [child care standards and guidelines](#).
- Make sure all staff understand how to assist a customer who may be interested in applying for Workforce Solutions child care financial aid.

Questions

Please direct questions about these changes to us through the electronic [Issuance Q&A](#).