



North Carolina Department of Health and Human Services

**DIVISION OF CHILD DEVELOPMENT**

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Michael F. Easley, Governor • Carmen Hooker Odom, Secretary • Robert W. Kindsvatter, Director

**SUBSIDIZED CHILD CARE SERVICES MANUAL – CHANGE NOTICE #1 – 07**

**TO:** County Departments of Social Services  
Other Local Purchasing Agencies

**FROM:** Robert W. Kindsvatter

**SUBJECT:** Revisions to the Subsidized Child Care Services Manual

**ISSUE DATE:** June 27, 2007

The purpose of this Change Notice is to communicate changes in the maximum monthly income eligibility limits for child care subsidy services. The new income eligibility limits will be effective August 1, 2007. The changes are summarized below.

**Chapter 7: Family Definition and Determining Income Eligibility**

Attachment 1 in this chapter was revised to update the maximum income eligibility limits for child care subsidy services. State law requires such updating every two years. The new income eligibility limits will apply to families that apply for services on or after August 1, 2007. In addition, the limits apply to families currently receiving services whose annual redetermination of eligibility occurs after August 1<sup>st</sup> and to any changes reported by families after August 1<sup>st</sup>.

**Chapter 8 – Parental Fees**

The Maximum Gross Income Eligibility Limits and Fee Percentages table in Attachment 1 has been revised to update the income limits for child care subsidy services.

**Instructions for Maintenance of Subsidized Child Care Services Manual**

Your agency must maintain at least one copy of the previous manual material for reference during single audits, state monitoring visits and fraud investigations. We recommend that staff review the changes to become familiar with the new information.

**Remove**

Attachment I of **Chapter 7**  
Dated August 1, 2005

Attachment I of **Chapter 8**  
Dated August 1, 2005

**Insert**

Attachment I of **Chapter 7**  
Dated August 1, 2007

Attachment I of **Chapter 8**  
Dated August 1, 2007

A copy of this **Change Notice** should be retained in your manual in **Appendix E**.



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Copies are being distributed electronically. Please forward this message to staff in your agency or copy and distribute the Change Notice. The manual can be assessed on-line at <http://info.dhhs.state.nc.us/olm/manuals/dcd/ccs/man/index.htm>. Questions regarding the manual materials should be directed to your Subsidy Services Consultant.

Enclosures

RWK/SY

**MAXIMUM GROSS MONTHLY INCOME ELIGIBILITY LIMITS FOR  
SUBSIDIZED CHILD CARE SERVICES EFFECTIVE AUGUST 1, 2007**

<b>Family Size</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
<b>Maximum Gross Monthly Income</b>	\$1,892	\$2,475	\$3,057	\$3,639	\$4,221

<b>Family Size</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>
<b>Maximum Gross Monthly Income</b>	\$4,804	\$4,913	\$5,022	\$5,131	\$5,240	\$5,350	\$5,459

**MAXIMUM GROSS MONTHLY INCOME ELIGIBILITY LIMITS AND FEE PERCENTAGES FOR SUBSIDIZED CHILD CARE SERVICES EFFECTIVE AUGUST 1, 2007**

<b>Fee Percentage</b>	<b>10%</b>			<b>9%</b>	
<b>Family Size</b>	1	2	3	4	5
<b>Maximum Gross Monthly Income</b>	\$1,892	\$2,475	\$3,057	\$3,639	\$4,221

<b>Fee Percentage</b>	<b>8%</b>						
<b>Family Size</b>	6	7	8	9	10	11	12
<b>Maximum Gross Monthly Income</b>	\$4,804	\$4,913	\$5,022	\$5,131	\$5,240	\$5,350	\$5,459