

## I. CHAPTER OVERVIEW

Due to diverse county circumstances and needs, the subsidy policy allows individual counties to modify certain policies to suit their own situations and/or levels of funding. This chapter describes the parent and provider policy issues which should be considered when developing local policies. Please refer to specific chapters listed below for details about the kinds of modifications which may be allowed.

Proposed local policies must be reviewed by the Subsidy Services Consultant for approval prior to submission to the local purchasing agency (LPA) director and local governing board. The Subsidy Services Consultant will follow the Division's approval process. The Division issues an approval letter with the local policies to the LPA. The letter must be kept on file with the final version of the approved local policies. Signatures of the director of the LPA and Board Chair and date are required on the final copy of the policies which must be maintained in the LPA's office. LPAs must develop a uniform manner to notify parents and providers of local policies and provide a copy of local approved policies to their Subsidy Services Consultant.

NOTE: The local policies cannot be implemented by the LPA until the Division issues the approval letter.

## II. FUNDING FOR SUBSIDIZED CHILD CARE (SCC)

**The LPA has the option to:**

- A. Set aside an amount greater than the minimum special needs set-aside determined by DCDEE ([Chapter 2: Funding for Subsidized Child Care Services](#)).

## III. ESTABLISHING NEED AND A PLAN OF CARE

**The LPA has the option to:**

- A. Establish certain policies relating to education or training and what constitutes vocational training, attendance and performance expectation of the participants. In addition, local policies may address, how often a parent/responsible adult may change training programs and the allowable time frame for completing vocational or Work First Employment Services training related activity programs ([Chapter 5: Establishing Need and a Plan of Care](#)).
- B. Develop local policies that define gainful employment ([Chapter 5: Establishing Need and a Plan of Care](#) and [Chapter 7: Family Definition and Determining Income Eligibility](#))