



Karen B. Salmon, Ph.D.
State Superintendent of Schools

September 1, 2020

Dear Providers:

We hope your families and children served are staying safe and enjoying the summer.

This letter is written to assist with your preparations for the upcoming school year. We are also asking for your assistance in encouraging **ALL** parents served by your child care program, whether on the Child Care Scholarship or not, to complete the online COVID-19 Parent Survey About Child Care Needs.

The Maryland State Department of Education (MSDE) is partnering with Child Trends, a non-profit research organization, to better understand how COVID-19 has impacted families and their child care needs. We will use the answers from the survey to help MSDE understand what policy or procedure changes are needed to better serve children and families across Maryland. In better serving parents, we also better serve providers.

Encourage ALL parents within your child care program to go to:

1. [Money4ChildCare.com](https://www.money4childcare.com)
2. Click on the link to the online COVID-19 Parent Survey About Child Care Needs
3. Complete the entire Survey by September 30th

Parents completing the survey can choose to enter into a drawing for a chance to win a \$50.00 Amazon or Walmart gift certificate.


On the reverse side of this letter we have answered Frequently Asked Questions (FAQ) in regards to the Child Care Scholarship Program and the upcoming school year. Please keep a copy of this letter for future reference **and** as a reference to assist and encourage your parents to complete the online COVID-19 Parent Survey About Child Care Needs.

MSDE cannot understand how COVID-19 has impacted families and their child care needs across Maryland without as many parents enrolled in child care completing this online survey. **Please encourage ALL of your families to go to [Money4ChildCare.com](https://www.money4childcare.com) and complete the online COVID-19 Parent Survey About Child Care Needs. Remember: when we help families we also help child care providers.**

Sincerely,

Child Care Scholarship Program

FAQ

<p>*What is the Definition of a Unit of Care?</p>	<p>UNIT OF CARE: Is based upon the number of hours the child is in child care (outside of the school hours when in session) and the parent’s participation hours plus travel time, whichever is the lesser.</p>
<p>What is 1 UNIT?</p>	<p>Child is eligible for a scholarship covering 1 – 15 Hours per week</p>
<p>What are 2 UNITS?</p>	<p>Child is eligible for a scholarship covering 16-29 Hours per week</p>
<p>What are 3 UNITS</p>	<p>Child is eligible for a scholarship covering 30 Hours and up</p>
<p>What If a school-age child or any child eligible for a Child Care Scholarship (CCS) Program is no longer attending your child care program?</p>	<p>Complete and submit a Child No Longer in Care Form to CCS Central to end the child care scholarship upon receipt of the Form.</p>
<p>What if a preschooler is now eligible for school (turns 5 prior to September 1, 2020)?</p>	<p>The child care scholarship will be reduced from a 3 Unit* scholarship to a 1 or 2 Unit scholarship at the parent’s redetermination. The parent will be responsible for paying a difference in tuition that may be owed to the child care provider.</p>
<p>What Unit of Care is issued for a school-age child during the school year and how it is determined?</p>	<ol style="list-style-type: none"> The maximum unit of care is based upon the parents approved participation hours or the number of hours the child is at the child care program, whichever is the lesser hours. If a school-age student needs child care during the school year, the child care scholarship can only be used for before and/or after school care. If a school-age student attends a child care program full-time, due to virtual learning or for any other reason, parents will not be able to use the child care scholarship during the normal public school hours. Only a 1 Unit* or 2 Unit* child care scholarship will be issued for a school-age children during the school year.
<p>What actions do parents need to take when completing a No Longer in Care form to suspend the child’s vouchers?</p>	<ol style="list-style-type: none"> Complete and submit a Child No Longer in Care form to CCS Central, check the “Yes” box to answer the “I would like to Suspend this child’s voucher” question. Parents will have to complete their upcoming redetermination in order to remain eligible for CCS services. Prior to the child returning to care, the parent should submit a Request for Voucher Form to CCS Central. CCS Central will issue the parent a new scholarship voucher(s).
<p>What if a parent is on the Child Care Scholarship Program, but does not need child care now?</p>	<p>Have the parent to complete and submit a Child No Longer in Care Form to CCS Central. Doing this protects the child’s absences until needed, allows the parent to remain on the CCS Program and reduces the chance of the parent having to pay for any absences above 60 days in a calendar year.</p>
<p>Is there a Wait List for the Child Care Scholarship (CCS)?</p>	<p>No. Please have parent to go to Money4ChildCare.com. Parents will find the CCS Application, additional forms and resource information.</p>
<p>Where Can I refer parents who need additional child care resource and referral information?</p>	<ol style="list-style-type: none"> Money4ChildCare.com MarylandChild.org LOCATE: Child Care at 1- 877-261-0060 MarylandEXCELS.org <div data-bbox="1084 1766 1463 1921" style="text-align: right;">  </div>