MARYLAND STATE DEPARTMENT OF
EDUCATION
EQUITY AND EXCELLENCE

Information Session:

Child Care Scholarship Program

Myth Busters & Program Updates
July 28, 2022

Presented By | The Maryland State
Department of Education

Overview and Agenda

Child Care Scholarship (CCS) Information Session

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Agenda & Informational Session Learning Objectives:

- ✓ **WHAT** are the Top Myths about the CCS Program?

- ✓ **WHAT** are the Current CCS Program Changes?

- ✓ **What** is the purpose of the Attendance Verification and why is it necessary?

- ✓ **WHAT** is the Invoice Process & Timeline?

- ✓ **Who** is the contact for Child Care Scholarship Central 2 (CCS Central 2) and how do I reach them?

- ✓ **WHAT** do I do when CCS2 does not respond within 5 business days?

Myths about the CCS Program

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Facts vs Fiction

1. Program does not support families whose primary language of fluency is non-English.

2. The CCS Program does not pay for absences.

3. Payment timelines are unpredictable.

4. CCS Program does not pay during Emergency Closures.

5. Parents have to apply every 4-6 months.

6. Program has not changed in the last 20 years.

7. CCS Program is only for poor families that do not work.

8. Payment can be authorized before the scholarship is issued.

Myths about the CCS Program

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Facts vs Fiction

They are all FICTION.

Current CCS Program Changes

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Current and Upcoming Child Care Scholarship Program Changes

1. January 1, 2022, Child turning 13 eligibility extension

2. Extended Customer Eligibility from 12 months to 24 months

3. May 23, 2022, Increased Provider Reimbursement Rates

4. May 23, 2022, Increased Income Eligibility Scale

5. May 23, 2022, Decreased Assigned Parental Co-Payments

6. May 23, 2022, Copayment Agreement instituted

7. May 23, 2022, Child Support is no longer an eligibility requirement (Income is counted)

Current CCS Program Changes

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Current and Upcoming Child Care Scholarship Program Changes

6. June 30, 2022, John W. Lamb, retired (e-mail: Twan Herold/ CCS2Review@maryland.gov)

7. July 15, 2022, Payment based on Enrollment (temporary)

8. August 1, Educational Program will expand to include Graduate & Professional Schools

Current CCS Program Changes

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Current and Upcoming Child Care Scholarship Program Changes

Child Care Scholarship Program		
Family Size	**Initial Income Scale*** **Maximum Annual Income**	**Continuation Income Scale**** **Maximum Annual Income**
	Table used for new applications	Table used for Changes/Redeterminations
Family of 2	$61,222	$73,899
Family of 3	$75,627	$91,287
Family of 4	$90,033	$108,675
Family of 5	$104,438	$126,063
Family of 6	$118,843	$143,451
Family of 7	$121,544	$146,712
Family of 8	$124,245	$149,972
Family of 9	$126,946	$153,232
Family of 10	$129,647	$156,492
Family of 11	$132,348	
Family of 12	$135,049	

Purpose of Attendance Verification

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September 6, 2019 Office of Legislative Verifications (OLA) Finding

"**Division of Early Childhood lacked procedures and controls to ensure that invoices for childcare subsidies were properly supported and payments were made only to eligible recipients. DEC also lacked assurances that valid attendance records supported subsidy payments to providers.**"

Compliance Solution:

Child Care Scholarship Case Management and Payment Processing Functions Solicitation #: ...Contractor shall communicate (via phone, text, mail, or email) with providers regarding changes or challenges associated with processing invoices.

Verifying Reported Attendance
1. Contractor shall perform an attendance verification by selecting a random sample of twenty-five (25) percent of provider invoices once every two weeks. This Verification verifies children's attendance.
2. Contractor shall verify attendance reported with the parent's signature on the provider's sign-in and out sheet.

Attendance Verification

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NEED TIPS?

1. **Only send attendance sheets for the child(ren) and the service period listed on the invoice** in the Attendance Verification email. Provider Name and Provide ID must be included on each sheet.

2. **Maintain a simple sign-in and sign-out process that is easy for the parents to sign** and easy for the provider to scan and upload.

3. **Maintain a process where signatures or electronic swipes are obtained daily** and where someone within the child care program is confirming signatures.

4. **Maintain a process that ensures the Invoice matches the days in which the Attendance Sheets documents the presence or absence of a child**, as indicated by the parent's signature.

5. **Maintain a system where the email box is checked** and Attendance Verification can be submitted before the submission deadline. (Should be a process similar to submitting the Invoice under similar circumstances)

Invoice Process & Timeline

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How long does it take for my invoice to be processed and paid?

1. Provider submits correctly completed invoice to CCS Central 2.

2. CCS Central 2 processes the invoice within 5 business days of being received; then it is sent to MSDE Finance System.

3. The invoice takes 48 hours to be received and processed by MSDE Finance System.

4. After MSDE Finance System processes, the invoice takes 48 hours to be sent to the Comptroller's Office for a payment to be generated.

5. Once received at the Comptroller's Offices:
    *   3-4 days for direct deposit
    *   7-10 days if being received through mail (depending on mail service, could be longer)

How to Contact CCS Central 2?

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BEST OPTION – Use Inquiry Link at Money4ChildCare.com

Got Questions?

PARENTS on the CCS Program

CLICK HERE!

Got Questions?

PROVIDERS participating in the CCS Program

CLICK HERE!

How to Contact CCS Central 2

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BEST OPTION – Link for Inquiry and Email for Document Submission

CHILD CARE SCHOLARSHIP PROVIDERS

USE THE BELOW CONTACT INFORMATION WHEN SUBMITTING DOCUMENTS OR MAKING INQUIRIES ABOUT THE CHILD CARE SCHOLARSHIP PROGRAM OR CHILD CARE PROVIDER PAYMENT.

	Submit Invoices to CCSInvoices@maryland.gov	**Submit Signed Scholarship and Provider Overpayments to** CCSScholarships@maryland.gov	**Submit Attendance Audit documents to** CCSAudits@maryland.gov
Toll Free Number: **1-877-227-0125**	Invoices may also be submitted via **Fax:** 202-478-5117 **Mail:** CCS Central 2 PO BOX 346022 Bethesda, MD 20827	Signed Scholarships and Provider Overpayments may also be submitted via **Fax:** 202-478-2102 **Mail:** CCS Central 2 PO BOX 346031 Bethesda, MD 20827	Attendance Audit documents may also besubmitted via **Fax:** 202-478-5117 **Mail:** CCS Central 2 PO BOX 346022 Bethesda, MD 20827
	Please only submit using one method. Email is the best option to avoid busy signals and receive immediate confirmation for your records.		

How to Contact CCS Central 2

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When CCS Central 2 does not respond within 5 business days to "Use the Link"

Email: CCS2Review@Maryland.gov

Effective August 1, 2022

Knowing the Facts About the Child Care Scholarship Program Helps:

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Maryland;

Child Care Providers;

Families; and

CHILDREN!