

 VERMONT		<h1 style="font-size: 48px; color: #4a7ebb;">IV</h1>
DEPARTMENT FOR CHILDREN AND FAMILIES Child Care Financial Assistance Manual		
Chapter:	ELIGIBILITY DETERMINATION – Case Management	
Subject:	Redetermination and 85% of SMI	
Approved:	Miranda Gray, Deputy Commissioner	Effective: 07/03/2022

PURPOSE

Ensure consistent practice statewide in the child care eligibility determination process.

REGULATION

Assistance will begin on the first day a completed application is received if a service need is established, the income eligibility requirement is met, and the family is determined eligible.

The CCDBG Act of 2014 establishes a 12-month eligibility period for CCDF families. Each child who receives assistance will be considered to meet all eligibility requirements for such assistance and will receive such assistance, for not less than 12 months before the State re-determines the eligibility of the child, regardless of changes in income (as long as income does not exceed the federal threshold of 85% of State median income) or temporary changes in participation in work, training, or education activities. In addition, the CCDBG Act of 2014 added a provision that requires States and Territories to provide for a graduated phase-out of assistance for families whose income has increased at the time of re-determination, but remains below the federal threshold of 85% of State median income

PROCEDURE

- Child Care Financial Assistance eligibility is determined annually, and all authorizations are for 12 months.
- If during an eligibility period a client reports a change in income and they exceed 85% SMI, the certificate is terminated one service period from date of notice. An end enrollment notice is sent to both the family and child care provider.
- Reported changes to income that negatively impacts a family's subsidy percentage during their 12-month eligibility period is not implemented, provided the income does not exceed 85% of SMI.
- The Child Development Division will determine the 85th percentile of SMI. If at anytime the Child Care Financial Assistance income guideline do not meet the federal requirement of a graduated phase-out of assistance for families, the income guidelines will be adjusted for redeterminations.