



Beth W. Duncan
Director

Department of Social Services

Samuel R. Frazier
Board Chair

WAITING LIST POLICY FOR SUBSIDIZED CHILD CARE ASSISTANCE

If there is a shortage of state and/or federal allocated subsidy funds to serve all eligible children, Randolph County Department of Social Services may have to establish a Waiting List. Every effort will be made to serve families that are currently receiving subsidy for another child. Applicants will be interviewed to gather income information, number of children needing care, and the reason that child care is needed. Approval is based on eligibility. Families will be prioritized based on the following need categories.

- **FIRST PRIORITY** – Child care to support Protective Services, children in DSS custody, and teenaged parents in a public school setting.
- **SECOND PRIORITY** – Child Welfare Services
- **THIRD PRIORITY** – Work First recipients
- **FOURTH PRIORITY** – Child Care to support employment: Pre-School Aged Children
 - Three quarters time/Full time employed recipients
 - Half time employed recipients
- **FIFTH PRIORITY** – Child Care to support the Developmental Needs of children
- **SIXTH PRIORITY** – Child Care to support employment: School Aged Children
 - Three quarters time/Full time employed recipients
 - Half time employed recipients
- **SEVENTH PRIORITY** – Child Care to support education/training leading to employment

Children with Special Needs and families experiencing homelessness or those who are in a temporary living situation have priority with any funds that may be available.

If child care cases are in jeopardy of termination due to potential lack of funding, Randolph County will contact the Division of Child Development and Early Education (DCDEE) for guidance.

Policy approved by DCDEE on December 28, 2017

DSS/LPA Director Signature Beth W. Duncan Date 2-9-18

DSS Board Chairperson Signature Samuel R. Frazier Date 1/31/18

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