



STATE OF WASHINGTON
DEPARTMENT OF EARLY LEARNING
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DEPARTMENT OF SOCIAL AND HEALTH SERVICES
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February 15, 2008

TO: Regional Administrators

FROM: Lynne Shanafelt, Assistant Director
Parent Support and Program Division

Dori Shoji, Interim Director
Division of Employment and Assistance Programs

**SUBJECT: 2008/2009 FEDERAL POVERTY GUIDELINES
FOR SUBSIDIZED CHILD CARE**

ANNUAL FEDERAL POVERTY GUIDELINES CHANGE

The federal government issues guidelines each year, which are used to build new eligibility and co-payment levels for the state's subsidized child care programs. The attached co-payment calculation chart incorporates the new 2008/2009 federal poverty guidelines.

GUIDELINES PHASED IN

The new guidelines will be phased-in over six months (April 1 through September 30). Apply the guidelines only when a new or returning applicant is applying for care and has an eligibility start date of April 1, 2008 or later. WCAP automatically applies the new guideline amounts to all cases authorized with an eligibility start date of April 1, 2008 or later.

Do not apply the new guidelines to current, on-going authorizations when you:

- Start or terminate a line of service,
- Decrease or increase the amount of care authorized,
- Change providers, or
- Adjust rates.

WEBSITES UPDATED

Websites with information about child care subsidies, including the DSHS Trial Eligibility Calculator (TEC), are reviewed and content updated no later than March 31, 2008. If staff become aware of a site with incorrect information after March 31, 2008, please contact Jacob White at (360) 725-4389 or at jacob.white@del.wa.gov.

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If you have questions about this memo, please contact your WCCC Regional Child Care Coordinator:

Region 1	Jill Jones	(509) 227-2811
Region 2	David Williams	(509) 225-7910
Region 3	Jenifer Kinsman	(360) 658-6876
Region 4	Kellye Monahan	(206) 272-2143
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Attachment

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