

Office of Early Learning  
**PLAN AMENDMENT JUSTIFICATION OF CO-PAYMENTS ABOVE 10 PERCENT OF GROSS FAMILY INCOME**

**Coalition Name:** \_\_\_\_\_  
**Contact Person:** \_\_\_\_\_

**Amendment #:** \_\_\_\_\_

**I. PROPOSED ACTION**

Explain the reason for the fee schedule change

- Temporary Increase in Parent Fees
- Permanent Parent Fee Schedule Change
- Required Annual Update for Current Federal Poverty Level.

**II. IMPACT ON PARENT ACCESS TO SERVICES**

Explain how fees are affordable and provide equal access to services. Include how fees have changed from previous scales. If fees have not changed and just reflect the required annual update for the new Federal Poverty Levels and State Median Income.

Explain why low income parents are not disadvantaged by paying more than 10% of their gross family income for childcare. Support your explanation with facts.

Examples:

- Compare a family budget for a subsidized and non subsidized family indicating the value of household subsidies and family expenses.
- Explain how fees are applied consistently.

Complete this comparison for a family of three with gross income of \$16,600 and 2 preschoolers in center based care.

Average Monthly Cost of Center Based Preschool Care	% of Income for Non Subsidized Family	Monthly Parent Fee for Subsidized Care	% of Income for Subsidized Family

How were parents, providers or the general public involved in the decision? What was their input?

What was the date the early learning coalition adopted the change?

**III. BUDGET IMPACT**

What impact will the proposed fee change have on the coalition budget? If none is anticipated, explain why.