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Board Policy Issuance

POLICY NUMBER:
CECC01-202107

Policy Name: Child Care Direct Referrals from Recognized Partners	**Description:** Guidelines for Providing Child Care Referred by Recognized Partners
Date of Approval: July 27, 2021	**Revision History:** N/A
Effective Date: August 1, 2021	**Scheduled for Review:** July 27, 2025
Policy Topic: Child Care	**Administering Department:** Child Care

DEFINITIONS:
Recognized Partnership: a partnership that
1. exists between an Early Learning Program (ELP) and one of the following:
   - a public school pre-kindergarten provider;
   - local education agency;
   - a Head Start/Early Head Start program; and
2. requires both parties to enter into an agreement such as a memorandum of understanding; and serves children under age six who are dually enrolled in both programs.

POLICY STATEMENT:
Workforce Solutions for North Central Texas (WSNCT) will support direct referrals from recognized partnerships. WSNCT will exempt children directly referred from a recognized partner from the waitlist, subject to the availability of funding and the availability of subsidized slots at the ELP. Additionally, WSNCT will outreach wait listed families of potentially eligible children and provide those families with application and referral information for recognized partnerships and will ensure that priority of services is applied to the pool of direct partnership referrals if funding is limited or if the number of direct referrals exceeds the number of available subsidized slots at the ELP site.

ACTIONS REQUIRED:
Child Care Services Subrecipient must establish internal procedures in compliance with this policy.

RELATED POLICIES/RESOURCES:
Texas Administrative Code, Title 40, Part 20, Chapter 809, Subchapter B, Rule §809.22 Direct Referrals to Recognized Partnerships
Texas Administrative Code, Title 40, Part 20, Chapter 809, Subchapter C, Rule §809.43 Priority for Child Care Services
Texas Workforce Commission WD Letter 07-21: “Implementation of TWC Chapter 809 Child Care Services Rule Amendments”

INQUIRIES:
Please contact policy@dfwjobs.com

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Approved by
Roger Harris
Board Chair
Workforce Solutions for North Central Texas

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Reviewed by
Debra Kosarek
Senior Program Manager, Compliance and Continuous Improvement