

LOS ANGELES COMMUNITY COLLEGES OFFICE OF THE CHANCELLOR ADMINISTRATIVE REGULATIONS	INDEX NUMBER: E-117
REFERENCE:	TOPIC: On-Campus Child Care CalWORKs Funding
ISSUE DATE: August 28, 2009	INITIATED BY: Educational Support Services
CHANGES: New Regulation	DATE OF CHANGES:

I. BACKGROUND

CalWORKs funds are for the purpose of assisting welfare recipient students and those in transition off of welfare to achieve long-term self-sufficiency through coordinated student services offered at community colleges including: work study, job placement, child care, coordination, curriculum development and redesign, and under certain conditions post-employment skills training, and instructional services.

Child care is a critical component to ensuring the success of CalWORKs students while they are enrolled in the community college and participating in work activities. CalWORKs students must have child care that meets their individual needs including providing services to children of various ages and providing child care during weekends and evenings if needed.

II. DISTRICT CALWORKS ON-CAMPUS CHILD CARE POLICY

CalWORKs Directors and Child Development Center Directors will use the following procedures to use State allocated CalWORKs Child Care funds:

At the beginning of the fiscal year, a portion of the CalWORKs funding allocated to colleges CalWORKs programs by the state for child care will be directly provided to the Child Development Centers for the purpose of serving children of CalWORKs students. The amount/size of allocation is calculated using historical data and/or projections provided by the CDC Directors. Provisions must be made for parental choice of child care, and if necessary funds will be made available for this purpose.

Each college’s Child Development Center and CalWORKs program will develop a Memorandum of Understanding that describes the methodology of the allocation of CalWORKs Child Care funds to the Child Development Centers. This memorandum of understanding will contain the reporting timelines and the data to be reported, as well as timelines for returning unspent funds to the CalWORKs programs. Reporting will include individual college fiscal reports of cumulative CalWORKs children by age group, total days of enrollment and attendance, and hours (full time or part time status) and adjusted days of enrollment to the CalWORKs department.

Child Development Centers and CalWORKs programs will provide referrals to each other’s programs. The final determination of CalWORKs eligibility will be made by CalWORKs staff. Copies will be kept in the student’s CalWORKs file.