



DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON, FORT LEE
3312 A AVENUE, SUITE 208
FORT LEE, VIRGINIA 23801

IMLE-ZA

AUG 25 2020

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Child & Youth Services (CYS) Childcare Eligibility and Waiting List Priorities

1. Background: This policy establishes patron eligibility and priorities for placement of children on the waiting lists for childcare services on Fort Lee.
2. References: IMCOM Regulation 608-10, 2-19, (a-g), IMCOM G9, Family and Morale, Welfare, and Recreation (FMWR) CYS, 17 March 2020, DODI 6060.20, and Department of Defense Priorities for Child Care 2020.
3. Eligibility
 - a. Children of active duty military personnel (including Coast Guard when activated), both appropriated and non-appropriated Department of Defense (DoD) civilian personnel, DoD contractors, Reservist on active duty or inactive duty training status, members of the National Guard on full-time National Guard duty who are performing Active Guard and Reserve duty, combat related wounded warriors, surviving spouses of military who died from combat related incident, and those acting in loco parentis for dependent child of an otherwise eligible patron, Foreign military Service members on orders who are assigned to the Installation and serving the Department of Defense, Retirees (eligibility is limited to the use of SKIES, Youth Center, and Youth Sports and Fitness).
 - b. Effective September 1, 2020, the new priority system applies to all new request for child care and to children currently enrolled in full-day and regularly scheduled school-age care in military the Child Development Centers, the School Age Center, and Family Child Care Homes. All child care placement offers must be made through militarychildcare.com in accordance with the new priorities. Children will be placed on a wait list, according to priority, when there is not sufficient child care capacity to meet demand. Children may be supplanted (displaced) from care by children in a higher priority categories whose wait times exceed 45-days beyond the date care is needed. Families of children who are supplanted, will receive a 45-day notices and my request new placements, according to their priorities, on militarychildcare.com.
 - c. Families receiving notification of supplanting may be eligible for Army Fee Assistance to help pay the cost of off-post child care and may receive enhanced referrals to help them find off-post child care. Fee assistance enrollment is in

accordance with the Department of Defense priority system when there is a wait list based on funding availability. Patrons must meet eligibility requirements for Army Fee Assistance.

4. Childcare Waiting List Priorities

a. Priority 1

1) Priority 1A (CDP Direct Care Staff): The children of CDP Direct Care Staff are placed into care ahead of all other eligible patrons.

a) CDP Direct Care Staff are employees, paid from either Appropriated Funds (APF) or Non-Appropriated Funds (NAF) responsible for the care of children enrolled in CDCs and SACs. CDP Direct Care Staff are staff members whose main responsibility focuses on providing care to children and youth.

b) Priority 1A patrons may not be supplanted.

2) Priority 1B: In the following order of precedence: (a) Single or Dual Active Duty Members, (b) Single or Dual Guard or Reserve Members on Active Duty or Inactive3 Duty Training Status, (c) Active Duty with full-time working Spouses, and (d) Guard or reserve Members on Active Duty or Inactive Duty training status with full-time working spouses.

a) Children of Priority 1B patrons will be placed into care ahead of other eligible patrons, except Priority 1A patrons.

b) Priority 1B patrons may not be supplanted.

3) Priority 1C: In the following order of precedence: (a) Active Duty Members with part-time working spouses or spouses seeking employment and (b) Guard and Reserve Members on Active Duty with full-time Working Spouses, and (d) Guard or Reserve Members on Active Duty or Inactive Duty training status with full-time working spouses.

a) Children of Priority 1C patrons will be placed into care ahead of other eligible patrons, except Priority 1A patrons.

b) Priority 1C patrons may be supplanted by eligible patrons in Priority 1A or 1B whose anticipated placement time exceeds 45 days beyond the dates care is needed, as indicated in militarychildcare.com.

4) Priority 1D: In the following order of precedence: (a) Active Duty Members with spouses enrolled full-time in post-secondary institutions, or (b) Guard and Reserve

Members on Active Duty or Inactive Duty training status with spouses enrolled full-time in post-secondary institutions.

a) Children of Priority 1D patrons will be placed into care ahead of other eligible patrons, with the exception of Priorities 1A, 1B, and 1C.

b) Priority 1D patrons may be supplanted by eligible patrons in Priority 1A, 1B, or 1C whose anticipated placement time exceeds 45 days beyond dates care is needed, as indicated in militarychildcare.com.

b. Priority 2

1) DoD Civilians: Children of DoD Civilians will be placed in the following order of precedence: (a) Single or Dual DoD Civilian Employees, and (b) DoD Civilian employees with full-time working spouses.

2) DoD Civilian patrons may only be supplanted by eligible Priority 1A or 1B patrons whose anticipated placement time exceeds 45 days beyond dates care is needed as indicated in militarychildcare.com.

c. Priority 3

1) Space Available: When Priority 1 and 2 patrons are placed into care, CYS may place other eligible patrons not identified in Priority 1 and 2 into space available care.

2) Space Available patrons will be laced in the following order of precedence:

(a) Active Duty with non-working spouses

(b) DoD Civilian employees with spouses seeking employment

(c) DoD Civilian Employees with spouses enrolled in full-time post-secondary education programs

(d) Gold Star spouses

(e) DoD Contractors and other eligible patrons

3) Space Available patrons may be supplanted by Priority 1 or 2 patrons whose anticipated placement times exceeds 45 days beyond dates care is needed as indicated in militarychildcare.com.

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5. The Garrison Commander shall determine on a case-by-case basis whether a spouse or same sex domestic partner is employed on a full-time basis but working within the home qualifies for first priority treatment.

6. This policy supersedes the existing Fort Lee policy number 6-07.

7. Proponent for this policy is the Directorate of Family and Morale, Welfare and Recreation, and Child & Youth Services, (804) 765-3852.



KARIN L. WATSON
COL MP
Commanding

DISTRIBUTION:
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Department of Defense Priorities for Child Care

Priority 1A, CDP Direct Care Staff. The children of CDP Direct Care Staff are placed into care ahead of all other eligible patrons.

CDP Direct Care Staff are employees, paid from either Appropriated Funds (APF) or Non-appropriated Funds (NAF) responsible for the care of children enrolled in CDCs and SACs. CDP Direct Care staff are staff members whose main responsibility focuses on providing care to children and youth.

Priority 1A patrons may not be supplanted.

Priority 1B, in the following order of precedence: (a) Single or Dual Active Duty Members, (b) Single or Dual Guard or Reserve members on Active Duty or Inactive Duty Training Status, (c) Active Duty with Full-time Working Spouses, and (d) Guard or Reserve members on Active Duty or Inactive Duty training status with full-time working spouses.

Children of 1B priority patrons will be placed into care ahead of other eligible patrons, except Priority 1A patrons.

Priority 1B patrons may not be supplanted.

Priority 1C, in the following order of precedence: (a) Active Duty Members with part-time working spouses or spouses seeking employment and (b) Guard or Reserve members on Active Duty or Inactive Duty training status with a part-time working spouses or spouses seeking employment.

Children of 1C priority patrons will be placed into care ahead of all other eligible patrons, with the exception of Priorities 1A and 1B.

Priority 1C patrons may be supplanted by eligible patrons in Priority 1A or 1B whose anticipated placement time exceeds 45 days beyond the dates care is needed, as indicated in militarychildcare.com.

Priority 1D, in the following order of precedence: (a) Active Duty members with spouses enrolled full time in post-secondary institutions, or (b) Guard and Reserve members on Active Duty or Inactive Duty training status with spouses enrolled full time in post-secondary institutions.

Children of 1D priority patrons will be placed into care ahead of other eligible patrons, with the exception of Priorities 1A, 1B, and 1C.

Priority 1D patrons may be supplanted by eligible patrons in Priority 1A, 1B, or 1C whose anticipated placement time exceeds 45 days beyond dates care is needed, as indicated in militarychildcare.com.

Priority 2, DoD Civilians. Children of DoD civilians will be placed in the following order of precedence: (a) Single or dual DoD Civilian Employees, and (b) DoD Civilian Employees with full-time working spouses.

DoD civilian patrons may only be supplanted by eligible Priority 1A or 1B patrons whose anticipated placement time exceeds 45 days beyond dates care needed as indicated in militarychildcare.com.

Priority 3, Space Available. When Priority 1 and 2 patrons are placed into care, CYS Services may place other eligible patrons not identified in Priority 1 and 2 into space available care.

Space Available patrons will be placed in the following order of precedence: (a) Active Duty with non-working spouses, (b) DoD Civilian employees with spouses seeking employment, (c) DoD Civilian Employees with spouses enrolled in fulltime post-secondary education programs, (d) Gold Star spouses, (e) DoD Contractors, and (f) other eligible patrons.

Space available patrons may be supplanted by priority 1 or 2 patrons whose anticipated placement times exceeds 45 days beyond dates care needed as indicated in militarychildcare.com.

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**DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
2405 GUN SHED ROAD
JOINT BASE SAN ANTONIO FORT SAM HOUSTON, TX 78234-1223**

JUL 20 2020

Dear Family,

This letter is to inform you of Department of Defense changes to priorities for child care and how they may impact you. The intent of these changes is to ensure priority access to child care for military members.

The new priority system becomes effective on September 1, 2020 and applies to all new requests for child care and to children currently enrolled in full-day and regularly scheduled school-age care in military Child Development Centers, 24/7 Child Development Centers, School Age Care centers, and Family Child Care Homes.

The updated Department of Defense child care priorities are listed at the enclosure. All child care placement offers must be made through militarychildcare.com in accordance with the new priorities. Children will be placed on a wait list, according to priority, when there is not sufficient child care capacity to meet demand.

Children may be supplanted from care by children in higher priority categories whose wait times exceed 45-days beyond the date care is needed. Enclosure provides category priorities and details on patrons who may be supplanted.

Families of children who are supplanted will receive 45-day notices and may request new placements, according to their priorities, on militarychildcare.com.

Families receiving notification of supplanting may be eligible for Army Fee Assistance to help pay the cost of off-post child care and may receive enhanced referrals to help them find off-post child care. Fee assistance enrollment is in accordance with the Department of Defense priority system when there is a wait list based on funding availability. Patrons must meet eligibility requirements for Army Fee Assistance. Child and Youth Services professional are available to support and answer any questions.

Additionally, providers must meet qualification requirements and be approved. More information is available at: <https://www.childcareaware.org/fee-assistancerespite/military-families/army/>.

Please contact your local Child and Youth Services Program Manager for more information.

Sincerely,

Douglas M. Gabram
Lieutenant General, U.S. Army
Commanding

Enclosure

Department of Defense Priorities for Child Care

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CDP Direct Care Staff are employees, paid from either Appropriated Funds (APF) or Non-appropriated Funds (NAF) responsible for the care of children enrolled in CDCs and SACs. CDP Direct Care staff are staff members whose main responsibility focuses on providing care to children and youth.

Priority 1A patrons may not be supplanted.

Priority 1B, in the following order of precedence: (a) Single or Dual Active Duty Members, (b) Single or Dual Guard or Reserve members on Active Duty or Inactive Duty Training Status, (c) Active Duty with Full-time Working Spouses, and (d) Guard or Reserve members on Active Duty or Inactive Duty training status with full-time working spouses.

Children of 1B priority patrons will be placed into care ahead of other eligible patrons, except Priority 1A patrons.

Priority 1B patrons may not be supplanted.

Priority 1C, in the following order of precedence: (a) Active Duty Members with part-time working spouses or spouses seeking employment and (b) Guard or Reserve members on Active Duty or Inactive Duty training status with a part-time working spouses or spouses seeking employment.

Children of 1C priority patrons will be placed into care ahead of all other eligible patrons, with the exception of Priorities 1A and 1B.

Priority 1C patrons may be supplanted by eligible patrons in Priority 1A or 1B whose anticipated placement time exceeds 45 days beyond the dates care is needed, as indicated in militarychildcare.com.

Priority 1D, in the following order of precedence: (a) Active Duty members with spouses enrolled full time in post-secondary institutions, or (b) Guard and Reserve members on Active Duty or Inactive Duty training status with spouses enrolled full time in post-secondary institutions.

Children of 1D priority patrons will be placed into care ahead of other eligible patrons, with the exception of Priorities 1A, 1B, and 1C.

Priority 1D patrons may be supplanted by eligible patrons in Priority 1A, 1B, or 1C whose anticipated placement time exceeds 45 days beyond dates care is needed, as indicated in militarychildcare.com.

Priority 2, DoD Civilians. Children of DoD civilians will be placed in the following order of precedence: (a) Single or dual DoD Civilian Employees, and (b) DoD Civilian Employees with full-time working spouses.

DoD civilian patrons may only be supplanted by eligible Priority 1A or 1B patrons whose anticipated placement time exceeds 45 days beyond dates care needed as indicated in militarychildcare.com.

Priority 3, Space Available. When Priority 1 and 2 patrons are placed into care, CYS Services may place other eligible patrons not identified in Priority 1 and 2 into space available care.

Space Available patrons will be placed in the following order of precedence: (a) Active Duty with non-working spouses, (b) DoD Civilian employees with spouses seeking employment, (c) DoD Civilian Employees with spouses enrolled in fulltime post-secondary education programs, (d) Gold Star spouses, (e) DoD Contractors, and (f) other eligible patrons.

Space available patrons may be supplanted by priority 1 or 2 patrons whose anticipated placement times exceeds 45 days beyond dates care needed as indicated in militarychildcare.com.

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