

DANIEL P. MCCOY  
COUNTY EXECUTIVE



MICHELE G. MCCLAVE  
COMMISSIONER

COUNTY OF ALBANY  
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March 3, 2022

Ms. Janice Molnar, Deputy Commissioner  
Office of Children and Family Services  
Division of Child Care Services  
52 Washington Street  
Rensselaer, NY 12144

Dear Deputy Commissioner Molnar:

This letter is to outline changes that Albany County would like to make on our Child and Family Service plan effective April 1, 2022. We envision these changes having a positive effect on children, parents, caretakers and caregivers. The changes that we are seeking to make are as follows:

- Appendix L: Other Eligible Families if Funds are Available
  - 4b change to YES with the following limitations:
    - Under unusual short term circumstances to be determined on a case by case basis by the Child Care Subsidy Unit supervisor using the following criteria:
      - Valid documentation of the need for care
      - The parent/caretaker cannot bring their child(ren) with them and has not formal resources available
      - The circumstance leading to the need are outside the parent/caretaker's control
  - 7e eliminate limitations
  - 10 change to YES with no limitations
- Appendix M #1: Reasonable Distance, Recertification Period, Family Share, Very Low Income, Federal and Local Priorities

- III Family Share: decrease weekly Family Share percentage to 1%
- Appendix R: Payment to Child Care Providers for Absences
  - Increase the number of paid absences allowed per child to 80 in a fiscal year

We are seeking your approval to institute these changes and look forward to hearing from you. If you have questions about these changes, please contact Alice Geel, Director at (518) 447-7685 or by email at [Alice.Geel@albanycountyny.gov](mailto:Alice.Geel@albanycountyny.gov).

Sincerely,

A handwritten signature in black ink, appearing to read "Michele G. McClave", with a long horizontal line extending to the right.

Michele G. McClave  
Commissioner

cc: Alice Geel