

M E M O R A N D U M

DATE: February 28, 2022

TO: Job Center Directors and Regional Managers

FROM: DSS Office of Procedures

SUBJECT: Child Care Options for Families Experiencing Homelessness

The purpose of this Center Director (CD) Memorandum is to inform Job Center staff that families experiencing homelessness, including those in temporary housing or shared housing situations due to loss of housing or economic hardship, and who are in receipt of Cash Assistance (CA) but not eligible for child care benefits through the Human Resources Administration (HRA), can now apply for child care assistance from either the Department of Education (DOE) or Administration for Children’s Services (ACS). Refer to the Early Care & Education Programs for families experiencing homelessness flyer (**Attachment A**) for more information.

Families living in shelter or temporary housing may be eligible for child care assistance, including vouchers and contracted care through DOE or ACS. This includes families who may be sharing the housing of others due to loss of housing, economic hardship, or similar reason (“double-up” situations).

Families living in shelter or temporary housing may apply for a child care voucher with ACS by:

- filling out the [Child Care Assistance Application Package](#);
- submitting a [Housing Questionnaire](#); and
- submitting all other required documentation.

More information on child care vouchers can be found at this website – nyc.gov/childcarevouchers.

Job Center Directors must make the Early Care & Education Programs for families experiencing homelessness flyer and information available to CA participants living in shelters or temporary housing who are seeking child care benefits or subsidies.

The Early Care & Education Programs for families experiencing homelessness flyer is available in English and various translated languages, and can be accessed here - <https://www1.nyc.gov/site/acs/early-care/forms.page>.

Effective immediately

Attachment:

Attachment A Early Care & Education Programs for families experiencing homelessness

Early Care & Education Programs for families experiencing homelessness

If your family is in shelter or temporary housing you may be eligible for free early care and education services. This includes families who may be sharing the housing of others due to loss of housing, economic hardship, or similar reason. If your family is eligible, you have many early care and education options – and if a seat is available, you can enroll your child at any time.

Options

EarlyLearn

DOE EarlyLearn programs, including Early Head Start, provide early care and education for infants and toddlers. These programs are free for income-eligible families living in temporary housing.

Ages: 0 – 2 years old.

Program: Center and home based

Hours: All year, up to 10 hours a day

www.nyc.gov/earlylearn

3-K for All

NYC families with children born in 2018 can apply to free, full-day, high-quality 3-K for All. These programs are available to families in temporary housing in all school districts.

Ages: Born in 2018

Program: Center, school, and home based

Hours: All year, up to 10 hours a day

www.nyc.gov/3k

Pre-K for All

NYC families with children born in 2017 can apply to free, full-day, high-quality Pre-K for All. These programs are available to all families in all school districts, regardless of income or needs.

Ages: Born in 2017

Program: Center and school based

Hours: All year, up to 10 hours a day

www.nyc.gov/prek

Child Care Vouchers

Child care vouchers help cover the cost of child care at hundreds of home-based and center-based providers across the city. Vouchers may also be used to pay approved relatives, neighbors, or friends for care. Families in temporary housing will be prioritized to receive a voucher.

Ages: 6 weeks – 13 years old (or to 19 years old for children with disabilities)

Program: Center and home based

Hours: All year, up to 24 hours a day

nyc.gov/childcarevouchers



Early Care & Education Programs

for families experiencing homelessness

How to Apply

FOR EARLYLEARN, 3K FOR ALL, OR PRE-K FOR ALL:

IDENTIFY A PROGRAM

- Visit www.MySchools.nyc/schools for a directory of EarlyLearn, 3K, and Pre-K For All programs.
- Use the “More Filters” tab and select “Head Start” or “Extended Day/Year” if you’re interested in programs providing year-round care (including during summer months)
- Call 718-935-2009, email: ESenrollment@schools.nyc.gov or visit a DOE Family Welcome Center for help

APPLY FOR:

Early Learn, 3K for All or PreK for All extended day/year programs

- **For Head Start Programs:**
 - Apply directly through the program (visit their website or call for instructions). Families in temporary housing are eligible for Head Start regardless of income or immigration status
- **For All Other Programs:**
 - Fill out an application form: bit.ly/childcareeligibility
 - Submit your application to your program, or to DOE by emailing it to CCapplication@schools.nyc.gov or mailing it to NYC DOE – Office of Student Enrollment, P.O. Box 377, Maplewood, NJ, 07040

APPLY FOR:

3K for All or PreK for All school day/year programs

- Call the 3K or Pre-K program directly to learn about immediate openings or when a seat may become available. These programs do not require any eligibility determinations!

FOR CHILD CARE VOUCHERS:

IDENTIFY A PROGRAM

- Visit DOHMH’s Child Care Connect portal to see a directory of licensed early care and education programs.
- If you don’t know which program to attend, that’s okay – you can submit the child care application without this information included.
- Call (212) 835-7610 or visit an ACS Family Resource Area for help

APPLY

- Fill out an application form (mark that you’re in temporary housing): <https://www1.nyc.gov/site/acs/early-care/forms.page>
- Submit your application form to ACS by emailing it to temporaryhousingRA@acs.nyc.gov or mailing it to NYC Children – EDU, PO Box 40, Maplewood, N.J., 07040.
- If eligible, you will be issued a voucher which you’ll complete and return to ACS.

Note: Families in temporary housing who are in receipt of Cash Assistance but not eligible for child care benefits through HRA can now apply for child care assistance from either DOE or ACS.

TURN FOR MORE INFO

