

**WORKFORCE DEVELOPMENT DIVISION**  
**Workforce Policy and Service Delivery Branch**  
**Technical Assistance Bulletin 251, Change 1**

**Keyword:** Child Care

**Subject:** Child Care Local Match Activities and Certified Public Expenditure Sources—*Update*

**Date:** December 8, 2015

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This Technical Assistance (TA) Bulletin provides Local Workforce Development Boards (Boards) with information on identifying potential match for federal child care matching funds from local certified public expenditure sources.

**This updated TA Bulletin provides Boards with additional information regarding:**

- local match activities with colleges or universities; and
- the use of military nonappropriated funds (NAFs).

**CHANGES TO TA BULLETIN 251:**

New information to this TA Bulletin is indicated by **bold** typeface, which indicates new or clarifying language.

Texas Workforce Commission (TWC) Child Care Services rule §809.17, Leveraging Local Resources, describes the requirements for local match.

Local public entities can certify child care activity expenditures as local match if the activities are:

- quality child care activities; or
- direct child care services.

The expenditures are allowable if the public entity certifies that they are:

- not used to match other federal funds; and
- not federal funds, unless the federal funds are authorized by federal law to be used to match other federal funds, e.g., Community Development Block Grant (CDBG) funds.

**Local Match Sources**

Local public entities include the following:

- State-funded colleges or universities
- Community colleges
- Public schools and independent school districts
- Cities and municipalities
- Counties
- Public Housing Authorities

### **Local Match Activities—Quality Child Care**

Local public entities can certify the following expenditures as quality child care activities:

- Child care consumer education, including 2-1-1 Texas support;
- Information and referral services;
- Professional development (including professional development provided in child care center-based laboratory schools);
- School readiness, early learning, literacy and numeracy development;
- Inclusive child care support activities;
- Salary improvement or other compensation for providers of subsidized child care services;
- Collaborative reading initiatives;
- Health activities designed to promote the social and emotional development of children, e.g., Healthy Child Care America;
- Training and technical assistance activities in areas such as health and safety, nutrition, first aid, the recognition of communicable diseases, child abuse detection and prevention, and care of children with special needs;
- Scholarships for early education and care courses and professional development;
- Grants and loans to child care providers;
- Child care curriculum and material development; and
- Higher education professional development courses for child care provider staff, including:
  - early childhood education and child development courses in pursuit of associate or bachelor degrees; and
  - courses recognized by the Texas Department of Family and Protective Services as related to the development, growth, education, physical, and/or mental care of children ages birth to 13 years.

### **Local Match Activities—Direct Child Care Services**

Local public entities can certify local expenditures for direct child care services to children of parents who:

- need child care in order to work or attend training or educational activity; and
- reside in families with incomes at or below 85 percent of the state median income.

Local public entities can certify direct child care activities, including:

- Before- and after-school programs
- Summer and recreational child care programs
- Teen parent child care programs
- CDBG-funded child care programs

Additionally, the following activities related to direct child care service delivery can be certified:

- Personnel (salaries, fringe benefits, etc.)
- Supplies and equipment
- Space and utilities expenses
- Transportation

### **Local Match Activities—Colleges or Universities**

When working with colleges or universities in securing local match, a suggested approach would be to emphasize the following brief points:

- **Through participation in the match program, a college or university is helping to maximize federal funding for child care subsidies for local income-eligible families. For every dollar the college or university certifies, Boards are able to draw down \$[X] amount of child care funding, which changes every year. This is a very valuable service to the community.**
- **A local match agreement with a college or university entails no actual transfer of funds, but rather a certification of certain state and local funds that are expended by the college or university.**
- **The college or university simply completes and signs a brief certification form and attaches a copy of documentation that supports the match.**
- **Typically, certified funds are local nonfederal tax revenues expended directly on child care in a lab school, early childhood education, and/or child development instruction.**

### **Local Match Activities—Military Nonappropriated Funds**

Military NAFs that are spent on eligible early childhood development and child care activities may be eligible to be certified as local expenditures for federal Child Care and Development Fund (CCDF) matching funds.

The military base's contracting and/or financial office certifies that the expenditures meet the following requirements. Expenditures are:

- **for an activity included in TWC's CCDF State Plan or allowed under TWC's Chapter 809 Child Care Services rules;**
- **not used to match other federal funds; and**
- **not federal funds, unless authorized by federal law to be used to match other federal funds.**

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### **RESCISSIONS:**

TA Bulletin 251