
Care 4 Kids Program



Program Policy TRANSMITTAL

Transmittal Number: C4K-POL-21-01

Date: February 1, 2021

To: Sarah Poulin, Fiscal Administrative Manager
Office of Early Childhood
Sherri Sutera, Senior Vice President of Child Care Services
United Way of Connecticut

From: Beth Bye, Commissioner 
Office of Early Childhood

CC: Distribution List

Subject: **Child Care Subsidy for Youth Camps**

Program Issue: Due to the seasonal nature of youth camps as defined in Section 19a-420 of the Connecticut General Statutes, certain policies must be tailored regarding the operation of youth camps that differ from child care services in accordance with the Child Care and Development Block Grant (CCDBG) Act of 2014. The Office of Early Childhood is modifying the funding structure for child care subsidies paid to youth camps in accordance with section 17b-749 of the Connecticut General Statutes to ensure exclusive use of state financial assistance to reimburse youth camps that maintain eligibility for child care subsidy reimbursement.

Details: Based on the foregoing, two new policies will be implemented for youth camp providers to maintain eligibility for reimbursement in accordance with section 17b-749 of the Connecticut General Statutes. These policies shall apply to youth camp providers only and shall not apply to any other person, program, or facility type. This transmittal shall supersede and replace operations transmittal C4K-OPS-19-01 with respect to background checks for youth camps that receive Care 4 Kids funds.

Implementation:

Effective October 1, 2021, in order to maintain eligibility to receive child care subsidy pursuant to section 17b-749 of the Connecticut General Statutes, all youth camps will be required to provide a health and safety orientation and ongoing professional development to all youth camp staff. The training content shall include, but may not be limited to the topic areas specified in the Child Care and Development Block Grant (CCDBG) Act of 2014 Pub. L. 113-186 and the regulations, 45 CFR Part § 98.44(a)(1). Documentation for health and safety training for each program staff should contain the date training was completed, topic areas covered, and the number of training hours completed.

Effective October 1, 2021, in order to maintain eligibility to receive child care subsidy pursuant to section 17b-749 of the Connecticut General Statutes, each youth camp that receives Care 4 Kids funds shall require that each prospective employee age 18 or older in a position requiring the provision of care to a child, or involving unsupervised access to children, shall submit to a background check. Such background check shall include 1) a national criminal background check; 2) a check of the [Connecticut Sex Offender Registry](#) maintained by the Department of Emergency Services and Public Protection pursuant to sections 54-250 through 54-261; 3) a check of the [National Sex Offender Registry Public Website](#) maintained by the United State Department of Justice; and 4) a check of the child abuse and neglect registry maintained by the Department of Children and Families pursuant to section 17a-101k. Youth camps shall complete such check of the child abuse and neglect registry by submitting an Authorization for Release of Information form for each prospective employee to the Office of Early Childhood. The Office of Early Childhood shall then request the Commissioner of Children and Families to conduct a check of the child abuse and neglect registry for the prospective youth camp employee. Youth camps must maintain documentation of the submission of such background checks and their results on file for review by the Office of Early Childhood upon request.

Questions concerning this transmittal can be referred to Office of Early Childhood at 860-500-4421.