



Commonwealth of Massachusetts
Executive Office of Health and Human Services
Department of Transitional Assistance
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Field Operations Memo 2008-32
June 20, 2008

To: Transitional Assistance Office Staff
From:  John Augeri, Assistant Commissioner for Field Operations
Re: Homeless Child Care Frequently Asked Questions (FAQs) Document

Background

On December 3, 2007, DTA and the Department of Early Education and Care (EEC) implemented the full-time homeless child care assistance policy for DTA families living in shelters. In October and November 2007, DTA and EEC conducted joint training sessions for DTA staff, Child Care Resource and Referral Agency (CCR&R) staff and shelter staff on the procedures to provide referrals to facilitate homeless child care assistance.

At the completion of the training, DTA and EEC staff put together a document entitled, *Streamlining Access to Child Care for DTA Homeless Families Homeless Child Care Frequently Asked Questions (FAQs)*. The FAQs document provides ready access to DTA homeless child care eligibility information, EEC/CCR&R programmatic issues, EEC website links for resource information and homeless child care referral procedures.

This memo instructs TAO staff on how to access the FAQs document.

**Accessing the
FAQs
Documents**

The FAQs document can be accessed in two ways:

- in DTA Online; and
- on the EEC website.

The FAQs document is located in the Online Guides folder in DTA Online. Click on “Homeless Child Care Frequently Asked Questions (FAQs).”

**Accessing the
FAQs
Documents
(continued)**

To access the FAQs document through the EEC website:

- type in www.eec.state.ma.us/kr_subsidy.aspx;
- under “Child Care Financial Assistance”, click on “Homeless Child Care Policies”; and
- under “Homeless Procedures”, click on “Homeless Child Care Frequently Asked Questions (FAQs).”

The Housing and Homeless Services Unit will e-mail the FAQs document to the shelters.

Questions

If you have any questions, please have your Hotline designee call the Policy Hotline at 617-348-8478.
