TO: **Child Care Eligibility and Authorization Workers and Supervisors**
Income Maintenance Supervisors
Income Maintenance Lead Workers
Income Maintenance Staff
Training Staff
Child Care Coordinators

DECE/BCCSA OPERATIONS MEMO
No: **21-16**
DATE: **07/02/2021**
Child Care

FROM: Junior Martin, Director
Bureau of Child Care Subsidy Administration
Division of Early Care and Education
Department of Children and Families

SUBJECT: Child Tax Credits

CROSS REFERENCE: Wisconsin Shares Handbook
Section 1.4.3 Income that is Not Included in the Financial Eligibility Test
American Rescue Plan Act of 2021
Operations Memo 21-J2 Earned Income, Homestead, and Other Tax Credits

EFFECTIVE DATE: Immediately

PURPOSE:

This Operations Memo provides information for Child Care administrative agencies regarding how to treat the Child Tax Credit, which will become available beginning July 2021, for the Wisconsin Shares Program.

BACKGROUND:

On March 11, 2021, President Biden signed into law the American Rescue Plan Act of 2021 (ARPA.) Section 9611 of the ARPA increased the federal Child tax credit for families with children ages 6 to 17 to $3,000 per child and $3,600 per child under 6 years. These credit amounts will be made through partial advance periodic payments beginning July 2021, and through December 2021.

POLICY:

Wisconsin Shares Child Care agencies must not include the Child Tax Credit amount in the financial eligibility test.

Section 1.4.3 of the Wisconsin Shares Handbook will be revised to include this tax credit as not included in the financial eligibility test.

CONTACTS:

For Wisconsin Shares policy questions outside of Milwaukee County contact your Bureau of Regional Operations (BRO), Child Care Coordinators at BROCCPolicyHelpDesk@wisconsin.gov.

For Program Integrity technical assistance, Child Care CARES/CWW and CSAW Processing Questions statewide, and policy questions in Milwaukee County, contact the Child Care Help Desk at: childcare@wisconsin.gov or 608-422-7200.

DCF/DECE/BCCSA/SW