



Kenneth W. Jenkins
County Executive

Department of Social Services

Leonard G. Townes
Commissioner

113077

DATE: February 17, 2026

TO: Honorable Members of the Board of Acquisition and Contract

FROM: Leonard G. Townes
Commissioner, Department of Social Services

SUBJECT: Resolution authorizing the County of Westchester to enter into an agreement with Child Care Council of Westchester, Inc. to administer scholarship/financial assistance to eligible low-income families and existing scholarship families for the period from January 1, 2026 through December 31, 2026, for an amount not to exceed \$2,500,000.00.

Authorization is requested for the County of Westchester (the "County"), acting by and through its Department of Social Services (the "Department"), to enter into an agreement with Child Care Council of Westchester, Inc. ("Child Care Council") to administer scholarship/financial assistance to the following eligible households; 1.) existing eligible families receiving the scholarship with income at or below 500% of the Federal Poverty Level, ("FPL") as established by the New York State Office of Children and Family Services ("OCFS"), for the remainder of their last approved scholarship year; 2.) applicants who have been waitlisted by Westchester's Child Care Assistance Program ("CCAP") and; 3.) new applicants with income between 300% and 350% of the State Income Standard ("SIS") and FPL, for the period from January 1, 2026 through December 31, 2026, for an amount not to exceed \$2,500,000.00 (DSS7010-26; the "Agreement"), to be paid pursuant to an approved budget and subject to appropriation. The Child Care Council will administer and distribute \$2,275,000.00 in scholarships to approximately 325 children of eligible County families, and retain \$225,000.00 for programmatic costs, including labor, supplies, and equipment necessary to implement the program.

The County recognizes that the cost of childcare can be a hardship for many Westchester families and often a barrier to employment. To address this need, the County established the Childcare Scholarship Program ("the Program") that raises income eligibility above the OCFS standards so that County families with higher income thresholds can apply for financial assistance for childcare services. Under the Agreement, the Child Care Council will provide financial assistance through childcare scholarships to approximately 325 children of household eligible applicants. The eligibility for the Program

follows existing OCFS guidelines, including county residency, the child's age and status, care reason and hours of need. However, to qualify, the Program will prioritize families that have been receiving a scholarship and have income that does not exceed 500% of the FPL; families that have been waitlisted by CCAP after January 1, 2026, and/or new applicant families with income between 300% and 350% of the FPL. Applicants with income at or below 300% SIS may qualify for another Child Care Assistance Program or Pre-K, and will be referred or transitioned back to other applicable Child Care Assistance Programs subject to Program availability and ability to meet the applicant's childcare needs.

The Child Care Council will provide and review applications to assess the childcare needs of applicants based on primary income, supplementary income, and residency status. Families can apply and receive scholarships for all children in their household unit from infancy through 13 years old. Applicants must live in Westchester County, be employed at least 10 hours per week, and not receive or are not eligible for any other financial assistance for child care through any public or New York State program including Pre-kindergarten. The scholarship amounts will be determined based on the applicant's child's age, mode of care, attendance, and other relevant factors. Families impacted by CCAP waivers will be prioritized and existing scholarship recipients with income above 350% SIS may be limited to one-year enrollments in order to extend the scholarship to other qualified families. Based on available funding and the scholarship, the terms of the Program may be modified to either expand or limit the program to maintain its financial parameters.

The Child Care Council will also be responsible for evaluating the eligibility of childcare providers, conducting checks on the childcare program filing status, inspecting sites to ensure that the providers are safe, appropriate OCFS regulated childcare programs, and the submission of monthly and quarterly evaluations reviewing the fiscal conditions of the Program to ensure commitments to families will honored. Under the Program, The Child Care Council will provide and process the applications, determine eligibility of the family, confirm eligibility of the child care provider, collect and monitor the recipient's documentation to confirm the continuation of eligibility, provide the recipients with approval letters and terms and conditions outlining the details of the scholarship, provide instructions and support to providers on their requirements for submitting claims, maintain proper records to support the Program and payments, distribute the appropriate payments to the providers, and provide monthly and quarterly progress reports to the Department including but not limited to, reporting data on the number of children receiving the scholarship, number of applications received, and the prior month's amount of scholarship payments distributed.

Families have care provider choice across all regulated modalities of providers including Day Care Centers, Group Family Care, After School programs, camps, legally exempt providers and in-home care. The participating childcare providers must submit attendance records to Child Care Council every month to receive monthly reimbursement. Upon receipt of attendance, the Child Care Council issues the appropriate payment based on the child's age, type of care and amount of care.

In addition to the monthly and quarterly data reports, to measure the performance and success of the Program, the Child Care Council will send out monthly surveys and maintain frequent contact with Scholarship families confirming that the Program has assisted the families with maintaining employment. The program has continually maintained a high success and satisfaction rate.

The public purpose of the proposed Agreement is to support reliable, quality childcare for the County's working families, maintain the County's local economy, keep parents employed in the workforce, and assist with the stabilization of the childcare community in Westchester County.

The goals and objectives are in the best interest of the County in terms of public health and safety of children and is intended to support working families and the childcare community in Westchester County.

The goals and objectives are in the best interest of the County in terms of fiscal responsibility because they will support working families burdened with high childcare costs.

The Agreement will bolster the local economy by supporting working families, keeping them in the workforce, and stabilizing the childcare community. The goals and objectives of this Agreement will be tracked and monitored through monthly and quarterly performance measurement indicators approved by the Department.

The procurement of this proposed Agreement is exempt from the Westchester County Procurement Policy and Procedures pursuant to Section 3(a) xiv regarding support to persons in need of public assistance.

Accordingly, authority is requested for the County of Westchester to enter into the proposed Agreement with Child Care Council of Westchester, Inc. to operate the Program.

A resolution requesting the same is annexed hereto for your Honorable Board's approval.

LGT/JE

Attachment

RESOLUTION

Upon a communication from the Commissioner of the Department of Social Services, be it hereby

RESOLVED, that the County of Westchester (the "County") is authorized to enter into an agreement with Child Care Council of Westchester, Inc. ("Child Care Council") to administer scholarship/financial assistance to the following eligible households: 1.) existing families receiving the scholarship with income at or below 500% of the Federal Poverty Level, ("FPL") as established by the New York State Office of Children and Family Services ("OCFS"), for the remainder of their last approved scholarship year; 2.) applicants who have been waitlisted by Westchester's Child Care Assistance Program ("CCAP") and; 3.) new applicants with income between 300% and 350% of the State Income Standard ("SIS") and FPL, for the period from January 1, 2026 through December 31, 2026, for an amount not to exceed \$2,500,000.00, pursuant to which Child Care Council will administer and distribute \$2,275,000.00 in scholarships to approximately 325 children of eligible County families and retain \$225,000.00 for programmatic costs, including labor, supplies, and equipment necessary to implement the program (DSS7010-26; the "Agreement"), to be paid pursuant to an approved budget; and be it further

RESOLVED, that this Agreement is subject to County appropriations; and be it further

RESOLVED, that this Agreement is also subject to further financial analysis of the impact of any New York State Budget (the "State Budget") proposed and adopted during the term of this Agreement. The County shall retain the right, upon the occurrence of any release by the Governor of a proposed State Budget and/or the adoption of a State Budget or any amendments thereto, and for a reasonable period of time after such release(s) or adoption(s), to conduct an analysis of the impacts of any such State Budget on County finances. After such analysis, the County shall retain the right to either terminate this Agreement or to renegotiate the amounts and rates approved herein. If the County subsequently offers to pay a reduced amount to the Contractor, then the Contractor shall have the right to terminate this Agreement upon reasonable prior written notice; and be it further

RESOLVED, that the County Executive or his duly authorized designee is hereby authorized to execute any and all documents and to take such other actions necessary to effectuate the purposes hereof.

1. Account to be Charged/Credited:

Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
101	22	8900	5990(99)		\$2,500,000

2. Budget Funding Year(s): 2026

Start Date: January 1, 2026
(must match resolution)

End Date: December 31, 2026

3. Funding Source:

Federal	N/A	CFDA#(s)	N/A		
State	N/A	State ID#(s)	N/A		
Operating/Tax Levy	100%				
Capital	N/A				

4. Total NTE: \$2,500,000.00
(must match resolution)

APPROVED BOARD OF ACQUISITION & COMMERCE
03/05/2026 - RAYMOND SCULKY, SECRETARY