



DEPARTMENT OF THE NAVY
COMMANDER NAVY INSTALLATIONS COMMAND
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1700
Ser N9/21U347
6 Jul 21

From: Commander, Navy Installations Command

Subj: NAVY CHILD AND YOUTH PROGRAMS SCHOOL YEAR 2021 AND 2022
PARENT FEE POLICY

Ref: (a) 10 U.S.C. 1793
(b) DoD Instruction 6060.2 of 5 August 2014
(c) ASD (M&RA) Memorandum of 5 May 2021
(d) OPNAVINST 1700.9E
(e) Navy Child and Youth Program Parent Fees Standard

Encl: (1) Navy Child and Youth Programs School Year 21-22 Parent Fee Policy

1. Reference (a) requires the Department of Defense (DoD) to prescribe uniform fee regulations for Navy Child Development Centers (CDC), Family Child Care (FCC), and School-Age Care (SAC) Programs. Fees are based on Total Family Income (TFI) and shall apply to all enrolled children. References (b) through (e) and enclosure (1) provides the Navy Child and Youth Programs (CYP) implementation of DoD School Year 2021-2022 parent fees. This is the first DoD fee increase since 2018. Significant changes in the updated fee policy include the adjustment of fee categories from nine to thirteen to provide a more equitable and uniform fee structure, and the DoD requirement for all families to provide income documentation. Families are no longer permitted to automatically elect to enroll in the highest fee category.

2. Investment in military childcare results in the high-quality childcare programs where we nurture the growth and development of children toward lifelong success while supporting the workforce with accessible childcare options. The additional parent fees generated will help offset DoD required hourly wage increases for direct care staff which are necessary to compete with local labor markets. Childcare is essential and while an adjustment in fees is required, on average, DoD fees, even for the highest income category, are still lower than fees for community center-based care throughout the U.S. Furthermore, DoD parent fees are established on a sliding scale which is based on a family's total household income making it more affordable than typical community center based models where fees are typically based on the age of the child. In that configuration, childcare for infants and toddlers is significantly more expensive than for older children and is more expensive overall. The Navy continues its commitment to provide affordable childcare programs.

Subj: NAVY CHILD AND YOUTH PROGRAMS SCHOOL YEAR 2021-2022 PARENT FEE POLICY

3. Installation Commanding Officers have sole discretion to grant case-by-case exceptions to an individual's fee or fee range based on hardship or other special circumstances. Detailed information regarding the process for individual fee exceptions can be found in reference (e).
4. The new DoD fees shall be published and made available to all parents by 7 July 2021 and implemented at all Navy Installations operating CYPs on 1 September 2021 for CDC, SAC, and 24/7 programs and 6 September 2021 for FCC. Annual parent fee agreements, based on validated TFI, shall be signed by 15 August 2021.
5. Parent fees are reported to DoD annually. Instructions and due dates of this report will be provided via separate correspondence.
6. My point of contact is Ms. Silvia Sawyer who may be reached at (901) 229-2813 or e-mail: silvia.sawyer@navy.mil.



By direction

Distribution:
FF4A (N9, N92, N926)



NAVY CHILD AND YOUTH PROGRAMS (CYP)

School Year 21-22

Parent Fee Policy

CYP PARENT FEES STANDARDS: The [CYP Parent Fees Standard](#) prescribes the policies and operating procedures for calculating, collecting, and documenting DoD parent fees for Child Development Centers (CDC), Youth Programs (YP), Family Child Care (FCC) programs, and 24/7 Centers. The guidance in the *CYP Parent Fees Standard* is official Navy policy and must be followed by all CYP Professionals responsible for or assisting with parent fees. CYP Directors and Training Specialists are responsible for ensuring that Operations Clerks and individuals assigned parent fee duties are trained on the *CYP Parent Fees Standard*, available on the CYP E-Library.

IMPLEMENTATION DATE: Fees for SY21-22 are required to be implemented 1 September 2021 for CDC, SAC and 24/7 programs and 6 September 2021 for FCC.

PARENT PAYMENTS: Parents must pay by auto-debit, on [CYP Online Services](#), or in person using a credit card for CDCs, 24/7 Centers, School Age Care (SAC), and Youth Programs. Families must pay for services in advance. Operations Clerks must run the CYMS Activity Trial Balance Report and submit the report to the CYP Director the day after Military Payday Rate (MPR) payments are due on the 1st and 15th of each month, or Mondays for weekly billings. Parents may pay on CYP Online Services or in person with a credit card for hourly care services, Recreational Programs, Enrichment Programs, SAC hourly care during school closures, and SAC holiday camps and summer camps. FCC Providers are encouraged to accept credit cards for parent fees.

TOTAL FAMILY INCOME (TFI) FEE CATEGORIES: The TFI fee categories for SY21-22 (refer to Table 1, below).

Table 1: TFI FEE CATEGORIES	
Category	TFI
I	\$1 - \$30,000
II	\$30,001 - \$40,000
III	\$40,001 - \$50,000
IV	\$50,001 - \$60,000
V	\$60,001 - \$70,000
VI	\$70,001 - \$80,000
VII	\$80,001 - \$90,000
VIII	\$90,001 - \$100,000
IX	\$100,001 - \$110,000
X	\$110,001 - \$120,000
XI	\$120,001 - \$130,000
XII	\$130,001 - \$140,000
XIII	\$140,001+
CONSA	Regardless of TFI



NAVY CHILD AND YOUTH PROGRAMS (CYP)

School Year 20/21

Parent Fee Policy

TOTAL FAMILY INCOME VERIFICATION:

TFI for all families enrolled in CYP must be verified no later than August 15, 2021. Each family must provide income documentation for verification using their July 2021 LES(s) of the Military Service member or DoD civilian employee. If applicable, their spouse's income and/or all adults who financially contribute to the welfare of the child must provide proof of income as well.

Each family regardless of their income category, must provide income documentation. Families will no longer be permitted to automatically elect to enroll in the highest fee category. Failure to provide the required documentation will result in denial of child care services.

DoD CONTRACTORS AND SPACE AVAILABLE FEES:

The Department of Defense has determined that DoD contractors and specified space available patrons are not eligible for subsidized fees within a CYP. Specified space available patrons include military retirees, deactivated reserve personnel, and other federal employees in all categories as indicated in the [Military Family Types and DoD Priorities](#) handout. **DoD contractors and specified space available patrons enrolling will pay the unsubsidized (CONSA) child care fee;** however, TFI documentation is still required. The actual TFI amount must be entered on the CYMS Financial Screen for accurate reporting. However, the billing amount will have to be changed to the unsubsidized CONSA category. Instructions for changing the billing amount in CYMS are available at <https://elibrary.cnrc-n9portal.net/index.cfm/document-library/?id=29410>.

Non-Specified Space A includes the following patrons. Fees for non-specified Space Available families are based on TFI.

- Active duty military/active duty Coast Guard service members with non-working spouses
- DoD/Coast Guard civilian employees paid from APF and NAF with part-time working spouses, spouses seeking employment, non-working spouses, or student spouses
- Gold Star Spouses or Surviving Spouses who do not qualify for another Priority type
- Guard/Reserve members on orders with non-working spouses.

FULL-TIME PARENT FEES: The Department of Defense has set fees for all CDCs, 24/7 Centers, contract operations, and subsidized Family Child Care spaces. All installations must use the MPR per income category shown in Table 2. Weekly rates are also shown should a program need to pro-rate fees.



NAVY CHILD AND YOUTH PROGRAMS (CYP)
School Year 20/21
Parent Fee Policy

Table 2: FULL-TIME PARENT FEES (BASIC)				
Category	Weekly Rate		Military Payday Rate	
	1st Child	2nd Child	1st Child	2nd Child
I	\$58	\$46	\$126	\$101
II	\$67	\$54	\$145	\$116
III	\$82	\$66	\$178	\$142
IV	\$100	\$80	\$217	\$174
V	\$119	\$95	\$258	\$206
VI	\$126	\$101	\$273	\$218
VII	\$139	\$111	\$301	\$241
VIII	\$142	\$114	\$308	\$246
IX	\$146	\$117	\$316	\$253
X	\$149	\$119	\$323	\$258
XI	\$156	\$125	\$338	\$270
XII	\$162	\$130	\$351	\$281
XIII	\$167	\$134	\$362	\$290
CONSA	\$217	N/A	\$470	N/A

HIGH COST FEE AREAS: High cost fees are authorized for use only in areas where it is necessary to pay higher wages to compete with local labor or at those installations where wages are affected by non-foreign cost of living allowances (COLA), post differential, or locality pay. CNIC (N9) has authorized the following installations to use high cost fees: 1) NNMC Bethesda, 2) JB Pearl Harbor-Hickam, 3) PMRF Barking Sands, 4) EURAFCENT, 5) SW Region (except for Fallon Naval Air Station), and 6) Joint Region Marianas. Table 3 (Basic High Cost), and Tables 7-9 (for SAC High Cost) shown below provide the authorized high cost fees by TFI Category.

Table 3: FULL-TIME PARENT FEES (Basic HIGH-COST)				
Category	Weekly Rate		Military Payday Rate	
	1st Child	2nd Child	1st Child	2nd Child
I	\$68	\$54	\$147	\$118
II	\$77	\$62	\$167	\$134
III	\$92	\$74	\$199	\$159
IV	\$110	\$88	\$238	\$190
V	\$129	\$103	\$280	\$224
VI	\$136	\$109	\$295	\$236
VII	\$149	\$119	\$323	\$258
VIII	\$152	\$122	\$329	\$263
IX	\$156	\$125	\$338	\$270
X	\$159	\$127	\$345	\$276
XI	\$166	\$133	\$360	\$288
XII	\$172	\$138	\$373	\$298
XIII	\$177	\$142	\$384	\$307
CONSA	\$217	N/A	\$470	N/A



NAVY CHILD AND YOUTH PROGRAMS (CYP)
School Year 20/21
Parent Fee Policy

LOW COST FEE AREAS: Low cost fees are authorized for use only in areas where costs for comparable care within the installation catchment area are significantly lower. CNIC (N9) has authorized the following installation to use low cost fees: Kings Bay School Age Care (SAC) Program. Table 10 provides the authorized low cost fees by TFI Category for SAC Before School Only Care, Afterschool Only Care, Before & Afterschool Care, and Summer Camp.

CDC PART-TIME PARENT FEES: Programs who are authorized to offer part time programs are required to utilize the [Part-Time Program Fees Calculator](#) on the CYP E-library for assistance calculating part-time fees. Parents are required to pay for part-time services whether the hours are used or not. Part-time program fees for working parents are based on TFI rates and are calculated based on potential usage and the hourly MPR.

FAMILY CHILD CARE (FCC) FULL-TIME PARENT FEES: Parents using FCC full-time will pay the fees shown in Table 2. **Contractors and Specified Space Available patrons using FCC are not authorized to receive a subsidy**, but Providers may enter into private pay agreements with these families. FCC fees are typically charged on a weekly basis. If an FCC Provider provides part-time care (e.g., before or afterschool) for a school-age child in a subsidized space, the fees should match SAC parent fees charged at the installation (shown in Tables 4-6). A high-cost option is not available. The 20% multi-child rate discount still applies.

FCC SUBSIDIES: In order to support mission requirements, Commander, Navy Installation Command (N926) has established standard core subsidies for all Providers. Core subsidies are divided into the core rate and the accredited rate (available to Providers who have achieved and who maintain accreditation through the [National Association for Family Child Care \[NAFCC\]](#)). Subsidies at the core and accredited rates have been established for both basic cost and high cost geographical areas. Installations located in the following areas are authorized to use the high cost subsidies: California, Maryland, New York, Hawaii, Washington, and Washington, D.C. Providers receive the applicable subsidy as explained in the *CYP Parent Fees Standard*.

Additionally, CNIC (N9) has established standard need-based subsidies to support mission-based and child-specific requirements including caring for children with special needs; offering infant/pretoddler spaces; offering extended care hours; and offering Ombudsman care, respite care, or care for children of Wounded Warriors. Refer to the *CYP Parent Fees Standard* for description of requirements and additional information on FCC need-based subsidies.

SAC PARENT FEES: CNIC (N926) has established standard fees for all YPs, 24/7 Centers, and contract operations that provide services to school-age children. Standardized School Year (SY) and half-day kindergarten programs are annualized to reflect all holiday/school breaks, seasonal camps and school closure days (i.e., no extra fees are charged for school closure days or full-day camps operating during the school year). Families who choose not to attend week-long seasonal camps must take their authorized vacation discount or be charged the normal MPR parent fees.

Programs must charge the standard fees for each type of care. All installations must use the fees per income category shown in Tables 4-6 (Basic), Tables 7-9 (High Cost), or Table 10 (Low Cost).



NAVY CHILD AND YOUTH PROGRAMS (CYP)
 School Year 20/21
 Parent Fee Policy

Table 4: SAC PARENT FEE SCHOOL YEAR RATES (BASIC)												
STANDARD FEES												
Category	BEFORE SCHOOL ONLY				AFTERSCHOOL ONLY				BEFORE & AFTERSCHOOL			
	Weekly		MPR		Weekly		MPR		Weekly		MPR	
	1st Child	2nd Child	1st Child	2nd Child	1st Child	2nd Child	1st Child	2nd Child	1st Child	2nd Child	1st Child	2nd Child
I	\$14	\$11	\$30	\$24	\$26	\$21	\$55	\$44	\$38	\$30	\$83	\$66
II	\$16	\$13	\$35	\$28	\$29	\$23	\$64	\$51	\$44	\$35	\$96	\$77
III	\$20	\$16	\$43	\$34	\$36	\$29	\$78	\$62	\$54	\$43	\$117	\$94
IV	\$24	\$19	\$52	\$42	\$44	\$35	\$95	\$76	\$66	\$53	\$143	\$114
V	\$29	\$23	\$62	\$50	\$52	\$42	\$113	\$90	\$79	\$63	\$170	\$136
VI	\$30	\$24	\$66	\$53	\$55	\$44	\$120	\$96	\$83	\$66	\$180	\$144
VII	\$33	\$26	\$72	\$58	\$61	\$49	\$133	\$106	\$92	\$74	\$199	\$159
VIII	\$34	\$27	\$74	\$59	\$62	\$50	\$135	\$108	\$94	\$75	\$203	\$162
IX	\$35	\$28	\$76	\$61	\$64	\$51	\$139	\$111	\$96	\$77	\$209	\$167
X	\$36	\$29	\$77	\$62	\$66	\$53	\$142	\$114	\$98	\$78	\$213	\$170
XI	\$37	\$30	\$81	\$65	\$69	\$55	\$149	\$119	\$103	\$82	\$223	\$178
XII	\$39	\$31	\$84	\$67	\$71	\$57	\$154	\$123	\$107	\$86	\$232	\$186
XIII	\$40	\$32	\$87	\$70	\$73	\$58	\$159	\$127	\$110	\$88	\$239	\$191
CONSA	\$52	N/A	\$113	N/A	\$95	N/A	\$207	N/A	\$143	N/A	\$310	N/A



NAVY CHILD AND YOUTH PROGRAMS (CYP)
School Year 20/21
Parent Fee Policy

Table 5: SAC PARENT FEE SCHOOL YEAR RATES (BASIC)													
Category	BEFORE KINDER				AFTER KINDER				BEFORE & AFTER KINDER WITH ½ DAY				
	½ DAY AM KINDERGARTEN BASIC FEES				½ DAY PM KINDERGARTEN BASIC FEES				BEFORE & AFTER KINDERGARTEN BASIC FEES				
	Weekly		MPR		Weekly		MPR		Weekly		MPR		
	1st Child	2nd Child	1st Child	2nd Child	1st Child	2nd Child	1st Child	2nd Child	1st Child	2nd Child	1st Child	2nd Child	1st Child
I	\$29	\$23	\$63	\$50	\$41	\$33	\$88	\$70	\$51	\$41	\$111	\$89	
II	\$34	\$27	\$73	\$58	\$47	\$38	\$102	\$82	\$59	\$47	\$128	\$102	
III	\$41	\$33	\$89	\$71	\$57	\$46	\$124	\$99	\$72	\$58	\$156	\$125	
IV	\$50	\$40	\$108	\$86	\$70	\$56	\$152	\$122	\$88	\$70	\$191	\$153	
V	\$60	\$48	\$129	\$103	\$83	\$66	\$180	\$144	\$105	\$84	\$227	\$182	
VI	\$63	\$50	\$137	\$110	\$88	\$70	\$191	\$153	\$111	\$89	\$240	\$192	
VII	\$70	\$56	\$151	\$121	\$97	\$78	\$211	\$169	\$122	\$98	\$265	\$212	
VIII	\$71	\$57	\$154	\$123	\$99	\$79	\$215	\$172	\$125	\$100	\$271	\$217	
IX	\$73	\$58	\$158	\$126	\$102	\$82	\$221	\$177	\$128	\$102	\$278	\$222	
X	\$75	\$60	\$161	\$129	\$104	\$83	\$226	\$181	\$131	\$105	\$284	\$227	
XI	\$78	\$62	\$169	\$135	\$109	\$87	\$237	\$190	\$137	\$110	\$297	\$238	
XII	\$81	\$65	\$176	\$141	\$113	\$90	\$246	\$197	\$143	\$114	\$309	\$247	
XIII	\$84	\$67	\$181	\$145	\$117	\$94	\$253	\$202	\$147	\$118	\$318	\$254	
CONSA	\$109	N/A	\$235	N/A	\$152	N/A	\$329	N/A	\$191	N/A	\$414	N/A	

Table 6: SAC WEEKLY CAMP PARENT FEE RATES (BASIC)				
Category	Weekly Rate		Military Payday Rate	
	1st Child	2nd Child	1st Child	2nd Child
I	\$58	\$46	\$126	\$101
II	\$67	\$54	\$145	\$116
III	\$82	\$66	\$178	\$142
IV	\$100	\$80	\$217	\$174
V	\$119	\$95	\$258	\$206
VI	\$126	\$101	\$273	\$218
VII	\$139	\$111	\$301	\$241
VIII	\$142	\$114	\$308	\$246
IX	\$146	\$117	\$316	\$253
X	\$149	\$119	\$323	\$258
XI	\$156	\$125	\$338	\$270
XII	\$162	\$130	\$351	\$281
XIII	\$167	\$134	\$362	\$290
CONSA	\$217	N/A	\$470	N/A



NAVY CHILD AND YOUTH PROGRAMS (CYP)
 School Year 20/21
 Parent Fee Policy

Table 7: SAC PARENT FEE SCHOOL YEAR RATES (HIGH COST)													
Category	BEFORE SCHOOL ONLY				AFTERSCHOOL ONLY				BEFORE & AFTERSCHOOL				
	STANDARD FEES (HIGH COST)				STANDARD FEES (HIGH COST)				STANDARD FEES (HIGH COST)				
	Weekly		MPR		Weekly		MPR		Weekly		MPR		
	1st Child	2nd Child	1st Child	2nd Child	1st Child	2nd Child	1st Child	2nd Child	1st Child	2nd Child	1st Child	2nd Child	
I	\$16	\$13	\$35	\$28	\$30	\$24	\$65	\$52	\$45	\$36	\$97	\$78	
II	\$18	\$14	\$40	\$32	\$34	\$27	\$73	\$58	\$51	\$41	\$110	\$88	
III	\$22	\$18	\$48	\$38	\$40	\$32	\$88	\$70	\$61	\$49	\$132	\$106	
IV	\$26	\$21	\$57	\$46	\$48	\$38	\$105	\$84	\$73	\$58	\$157	\$126	
V	\$31	\$25	\$67	\$54	\$57	\$46	\$123	\$98	\$85	\$68	\$184	\$147	
VI	\$33	\$26	\$71	\$57	\$60	\$48	\$130	\$104	\$90	\$72	\$194	\$155	
VII	\$36	\$29	\$77	\$62	\$66	\$53	\$142	\$114	\$98	\$78	\$213	\$170	
VIII	\$36	\$29	\$79	\$63	\$67	\$54	\$145	\$116	\$100	\$80	\$217	\$174	
IX	\$37	\$30	\$81	\$65	\$69	\$55	\$149	\$119	\$103	\$82	\$223	\$178	
X	\$38	\$30	\$83	\$66	\$70	\$56	\$152	\$122	\$105	\$84	\$227	\$182	
XI	\$40	\$32	\$86	\$69	\$73	\$58	\$158	\$126	\$110	\$88	\$237	\$190	
XII	\$41	\$33	\$89	\$71	\$76	\$61	\$164	\$131	\$114	\$91	\$246	\$197	
XIII	\$42	\$34	\$92	\$74	\$78	\$62	\$169	\$135	\$117	\$94	\$253	\$202	
CONSA	\$52	N/A	\$113	N/A	\$95	N/A	\$207	N/A	\$143	N/A	\$310	N/A	



NAVY CHILD AND YOUTH PROGRAMS (CYP)

School Year 20/21

Parent Fee Policy

Table 8: SAC PARENT FEE SCHOOL YEAR RATES (HIGH COST) KINDERGARTEN

Category	BEFORE KINDER				AFTER KINDER				BEFORE & AFTER KINDER WITH ½ DAY			
	½ DAY AM KINDERGARTEN HIGH COST FEES				½ DAY PM KINDERGARTEN HIGH COST FEES				BEFORE & AFTER KINDER HIGH COST FEES			
	Weekly		MPR		Weekly		MPR		Weekly		MPR	
	1 st Child	2 nd Child	1 st Child	2 nd Child	1 st Child	2 nd Child	1 st Child	2 nd Child	1 st Child	2 nd Child	1 st Child	2 nd Child
I	\$34	\$27	\$74	\$59	\$48	\$38	\$103	\$82	\$60	\$48	\$130	\$104
II	\$39	\$31	\$83	\$66	\$54	\$43	\$117	\$94	\$68	\$54	\$147	\$118
III	\$46	\$37	\$100	\$80	\$64	\$51	\$140	\$112	\$81	\$65	\$175	\$140
IV	\$55	\$44	\$119	\$95	\$77	\$62	\$167	\$134	\$97	\$78	\$210	\$168
V	\$65	\$52	\$140	\$112	\$90	\$72	\$196	\$157	\$114	\$91	\$246	\$197
VI	\$68	\$54	\$147	\$118	\$95	\$76	\$206	\$165	\$120	\$96	\$259	\$207
VII	\$75	\$60	\$161	\$129	\$104	\$83	\$226	\$181	\$131	\$105	\$284	\$227
VIII	\$76	\$61	\$165	\$132	\$106	\$85	\$231	\$185	\$134	\$107	\$290	\$232
IX	\$78	\$62	\$169	\$135	\$109	\$87	\$237	\$190	\$137	\$110	\$297	\$238
X	\$80	\$64	\$172	\$138	\$111	\$89	\$241	\$193	\$140	\$112	\$303	\$242
XI	\$83	\$66	\$180	\$144	\$116	\$93	\$252	\$202	\$146	\$117	\$317	\$254
XII	\$86	\$69	\$186	\$149	\$120	\$96	\$261	\$209	\$151	\$121	\$328	\$262
XIII	\$89	\$71	\$192	\$154	\$124	\$99	\$268	\$214	\$156	\$125	\$337	\$270
CONSA	\$109	N/A	\$235	N/A	\$152	N/A	\$329	N/A	\$191	N/A	\$414	N/A

Table 9: SAC WEEKLY CAMP PARENT FEE RATES (HIGH COST)

Category	Weekly Rate		Military Payday Rate	
	1 st Child	2 nd Child	1 st Child	2 nd Child
I	\$68	\$54	\$147	\$118
II	\$77	\$62	\$167	\$134
III	\$92	\$74	\$199	\$159
IV	\$110	\$88	\$238	\$190
V	\$129	\$103	\$280	\$224
VI	\$136	\$109	\$295	\$236
VII	\$149	\$119	\$323	\$258
VIII	\$152	\$122	\$329	\$263
IX	\$156	\$125	\$338	\$270
X	\$159	\$127	\$345	\$276
XI	\$166	\$133	\$360	\$288
XII	\$172	\$138	\$373	\$298
XIII	\$177	\$142	\$384	\$307
CONSA	\$217	N/A	\$470	N/A



NAVY CHILD AND YOUTH PROGRAMS (CYP)

School Year 20/21

Parent Fee Policy

Table 10: SAC PARENT FEE SCHOOL YEAR RATES (LOW COST) – NSB Kings Bay

Category	BEFORE SCHOOL ONLY				AFTERSCHOOL ONLY				BEFORE & AFTERSCHOOL				SUMMER CAMP			
	Weekly		MPR		Weekly		MPR		Weekly		MPR		Weekly		MPR	
	1 st Child	2 nd Child	1 st Child	2 nd Child	1 st Child	2 nd Child	1 st Child	2 nd Child	1 st Child	2 nd Child	1 st Child	2 nd Child	1 st Child	2 nd Child	1 st Child	2 nd Child
I	\$12	\$10	\$26	\$21	\$22	\$18	\$48	\$38	\$33	\$26	\$72	\$58	\$50	\$40	\$108	\$86
II	\$14	\$11	\$30	\$24	\$26	\$21	\$55	\$44	\$38	\$30	\$83	\$66	\$58	\$46	\$126	\$101
III	\$18	\$14	\$38	\$30	\$32	\$26	\$70	\$56	\$48	\$38	\$104	\$83	\$73	\$58	\$158	\$126
IV	\$22	\$18	\$47	\$38	\$40	\$32	\$87	\$70	\$60	\$48	\$130	\$104	\$91	\$73	\$197	\$158
V	\$26	\$21	\$56	\$45	\$48	\$38	\$103	\$82	\$71	\$57	\$154	\$123	\$108	\$86	\$234	\$187
VI	\$27	\$22	\$59	\$47	\$50	\$40	\$109	\$87	\$75	\$60	\$163	\$130	\$114	\$91	\$247	\$198
VII	\$30	\$24	\$66	\$53	\$56	\$45	\$121	\$97	\$84	\$67	\$182	\$146	\$127	\$102	\$275	\$220
VIII	\$31	\$25	\$68	\$54	\$57	\$46	\$124	\$99	\$86	\$69	\$186	\$149	\$130	\$104	\$282	\$226
IX	\$32	\$26	\$70	\$56	\$59	\$47	\$128	\$102	\$88	\$70	\$192	\$154	\$134	\$107	\$290	\$232
X	\$33	\$26	\$71	\$57	\$60	\$48	\$131	\$105	\$90	\$72	\$196	\$157	\$137	\$110	\$297	\$238
XI	\$35	\$28	\$75	\$60	\$63	\$50	\$137	\$110	\$95	\$76	\$206	\$165	\$144	\$115	\$312	\$250
XII	\$36	\$29	\$78	\$62	\$66	\$53	\$143	\$114	\$99	\$79	\$215	\$172	\$150	\$120	\$325	\$260
XIII	\$37	\$30	\$81	\$65	\$68	\$54	\$148	\$118	\$102	\$82	\$222	\$178	\$155	\$124	\$336	\$269
CONSA	\$52	N/A	\$113	N/A	\$95	N/A	\$207	N/A	\$143	N/A	\$310	N/A	\$217	N/A	\$470	N/A



NAVY CHILD AND YOUTH PROGRAMS (CYP)
School Year 20/21
Parent Fee Policy

SCHOOL YEAR DAILY RATE: Programs shall continue to use SAC COVID tables until local schools are no longer implementing hybrid or virtual platforms and have resumed 100% in class instruction. Tables 11-14 are the BASIC Parent Fees, tables 15-18 are for HIGH COST. Families who are **not enrolled** in a SAC school year option and require care during a school year seasonal camp will pay the SAC full time weekly rate (by location) according to the family's TFI.

TABLE 11: SCHOOL AGE CARE FULL-DAY WEEKLY AND DAILY SAC (BASIC) PARENT FEES										
Category	Weekly FD Rate		Full Day - 1 Day		Full Day - 2 Days		Full Day - 3 Days		Full Day - 4 Days	
	1st Child	2nd Child	1st Child	2nd Child	1st Child	2nd Child	1st Child	2nd Child	1st Child	2nd Child
I	58.00	46.00	12.00	10.00	24.00	19.00	36.00	29.00	48.00	38.00
II	67.00	54.00	14.00	11.00	28.00	22.00	42.00	34.00	56.00	45.00
III	82.00	66.00	17.00	14.00	34.00	27.00	51.00	41.00	68.00	54.00
IV	100.00	80.00	20.00	16.00	40.00	32.00	60.00	48.00	80.00	64.00
V	119.00	95.00	24.00	19.00	48.00	38.00	72.00	58.00	96.00	77.00
VI	126.00	101.00	26.00	21.00	52.00	42.00	78.00	62.00	104.00	83.00
VII	139.00	111.00	28.00	22.00	56.00	45.00	84.00	67.00	112.00	90.00
VIII	142.00	114.00	29.00	23.00	58.00	46.00	87.00	70.00	116.00	93.00
IX	146.00	117.00	30.00	24.00	60.00	48.00	90.00	72.00	120.00	96.00
X	149.00	119.00	30.00	24.00	60.00	48.00	90.00	72.00	120.00	96.00
XI	156.00	125.00	32.00	26.00	64.00	51.00	96.00	77.00	128.00	102.00
XII	162.00	130.00	33.00	26.00	66.00	53.00	99.00	79.00	132.00	106.00
XIII	167.00	134.00	34.00	27.00	68.00	54.00	102.00	82.00	136.00	109.00
CONSA	217.00	N/A	44.00	N/A	88.00	N/A	132.00	N/A	176.00	N/A

TABLE 12: WEEKLY AND DAILY BEFORE & AFTER SAC (BASIC) PARENT FEES DUE TO COVID-19										
Category	Before & After Weekly Fees		Before & After 1 Day		Before & After 2 Days		Before & After 3 Days		Before & After 4 Days	
	1st Child	2nd Child	1st Child	2nd Child	1st Child	2nd Child	1st Child	2nd Child	1st Child	2nd Child
I	38.00	30.00	8.00	6.00	16.00	13.00	24.00	19.00	32.00	26.00
II	44.00	35.00	9.00	7.00	18.00	14.00	27.00	22.00	36.00	29.00
III	54.00	43.00	11.00	9.00	22.00	18.00	33.00	26.00	44.00	35.00
IV	66.00	53.00	14.00	11.00	28.00	22.00	42.00	34.00	56.00	45.00
V	79.00	63.00	16.00	13.00	32.00	26.00	48.00	38.00	64.00	51.00
VI	83.00	66.00	17.00	14.00	34.00	27.00	51.00	41.00	68.00	54.00
VII	92.00	74.00	19.00	15.00	38.00	30.00	57.00	46.00	76.00	61.00
VIII	94.00	75.00	19.00	15.00	38.00	30.00	57.00	46.00	76.00	61.00
IX	96.00	77.00	20.00	16.00	40.00	32.00	60.00	48.00	80.00	64.00
X	98.00	78.00	20.00	16.00	40.00	32.00	60.00	48.00	80.00	64.00
XI	103.00	82.00	21.00	17.00	42.00	34.00	63.00	50.00	84.00	67.00
XII	107.00	86.00	22.00	18.00	44.00	35.00	66.00	53.00	88.00	70.00
XIII	110.00	88.00	22.00	18.00	44.00	35.00	66.00	53.00	88.00	70.00
CONSA	143.00	N/A	29.00	N/A	58.00	N/A	87.00	N/A	116.00	N/A



NAVY CHILD AND YOUTH PROGRAMS (CYP)
School Year 20/21
Parent Fee Policy

TABLE 13: WEEKLY AND DAILY BEFORE ONLY SAC (BASIC) PARENT FEES DUE TO COVID-19

Category	Before Only Weekly Fees		Before Only 1 Day		Before Only 2 Days		Before Only 3 Days		Before Only 4 Days	
	1 st Child	2 nd Child	1 st Child	2 nd Child	1 st Child	2 nd Child	1 st Child	2 nd Child	1 st Child	2 nd Child
I	14.00	11.00	3.00	2.00	6.00	5.00	9.00	7.00	12.00	10.00
II	16.00	13.00	4.00	3.00	8.00	6.00	12.00	10.00	16.00	13.00
III	20.00	16.00	4.00	3.00	8.00	6.00	12.00	10.00	16.00	13.00
IV	24.00	19.00	5.00	4.00	10.00	8.00	15.00	12.00	20.00	16.00
V	29.00	23.00	6.00	5.00	12.00	10.00	18.00	14.00	24.00	19.00
VI	30.00	24.00	6.00	5.00	12.00	10.00	18.00	14.00	24.00	19.00
VII	33.00	26.00	7.00	6.00	14.00	11.00	21.00	17.00	28.00	22.00
VIII	34.00	27.00	7.00	6.00	14.00	11.00	21.00	17.00	28.00	22.00
IX	35.00	28.00	7.00	6.00	14.00	11.00	21.00	17.00	28.00	22.00
X	36.00	29.00	8.00	6.00	16.00	13.00	24.00	19.00	32.00	26.00
XI	37.00	30.00	8.00	6.00	16.00	13.00	24.00	19.00	32.00	26.00
XII	39.00	31.00	8.00	6.00	16.00	13.00	24.00	19.00	32.00	26.00
XIII	40.00	32.00	8.00	6.00	16.00	13.00	24.00	19.00	32.00	26.00
CONSA	52.00	N/A	11.00	N/A	22.00	N/A	33.00	N/A	44.00	N/A

TABLE 14: WEEKLY AND DAILY AFTER ONLY SAC (BASIC) PARENT FEES DUE TO COVID-19

Category	After Only Weekly Fees		After Only 1 Day		After Only 2 Days		After Only 3 Days		After Only 4 Days	
	1 st Child	2 nd Child	1 st Child	2 nd Child	1 st Child	2 nd Child	1 st Child	2 nd Child	1 st Child	2 nd Child
I	26.00	21.00	6.00	5.00	12.00	10.00	18.00	14.00	24.00	19.00
II	29.00	23.00	6.00	5.00	12.00	10.00	18.00	14.00	24.00	19.00
III	36.00	29.00	8.00	6.00	16.00	13.00	24.00	19.00	32.00	26.00
IV	44.00	35.00	9.00	7.00	18.00	14.00	27.00	22.00	36.00	29.00
V	52.00	42.00	11.00	9.00	22.00	18.00	33.00	26.00	44.00	35.00
VI	55.00	44.00	11.00	9.00	22.00	18.00	33.00	26.00	44.00	35.00
VII	61.00	49.00	13.00	10.00	26.00	21.00	39.00	31.00	52.00	42.00
VIII	62.00	50.00	13.00	10.00	26.00	21.00	39.00	31.00	52.00	42.00
IX	64.00	51.00	13.00	10.00	26.00	21.00	39.00	31.00	52.00	42.00
X	66.00	53.00	14.00	11.00	28.00	22.00	42.00	34.00	56.00	45.00
XI	69.00	55.00	14.00	11.00	28.00	22.00	42.00	34.00	56.00	45.00
XII	71.00	57.00	15.00	12.00	30.00	24.00	45.00	36.00	60.00	48.00
XIII	73.00	58.00	15.00	12.00	30.00	24.00	45.00	36.00	60.00	48.00
CONSA	95.00	N/A	19.00	N/A	38.00	N/A	57.00	N/A	76.00	N/A



NAVY CHILD AND YOUTH PROGRAMS (CYP)
School Year 20/21
Parent Fee Policy

TABLE 15: SCHOOL AGE CARE FULL-DAY WEEKLY AND DAILY SAC (HIGH COST) PARENT FEES										
Category	Weekly FD Rate		Full Day - 1 Day		Full Day - 2 Days		Full Day - 3 Days		Full Day - 4 Days	
	1st Child	2nd Child	1st Child	2nd Child	1st Child	2nd Child	1st Child	2nd Child	1st Child	2nd Child
I	68.00	54.00	14.00	11.00	28.00	22.00	42.00	34.00	56.00	45.00
II	77.00	62.00	16.00	13.00	32.00	26.00	48.00	38.00	64.00	51.00
III	92.00	74.00	19.00	15.00	38.00	30.00	57.00	46.00	76.00	61.00
IV	110.00	88.00	22.00	18.00	44.00	35.00	66.00	53.00	88.00	70.00
V	129.00	103.00	26.00	21.00	52.00	42.00	78.00	62.00	104.00	83.00
VI	136.00	109.00	28.00	22.00	56.00	45.00	84.00	67.00	112.00	90.00
VII	149.00	119.00	30.00	24.00	60.00	48.00	90.00	72.00	120.00	96.00
VIII	152.00	122.00	31.00	25.00	62.00	50.00	93.00	74.00	124.00	99.00
IX	156.00	125.00	32.00	26.00	64.00	51.00	96.00	77.00	128.00	102.00
X	159.00	127.00	32.00	26.00	64.00	51.00	96.00	77.00	128.00	102.00
XI	166.00	133.00	34.00	27.00	68.00	54.00	102.00	82.00	136.00	109.00
XII	172.00	138.00	35.00	28.00	70.00	56.00	105.00	84.00	140.00	112.00
XIII	177.00	142.00	36.00	29.00	72.00	58.00	108.00	86.00	144.00	115.00
CONSA	217.00	N/A	44.00	N/A	88.00	N/A	132.00	N/A	176.00	N/A

TABLE 16: WEEKLY AND DAILY BEFORE & AFTER SAC (HIGH COST) PARENT FEES DUE TO COVID-19										
Category	Before & After Weekly Fees		Before & After 1 Day		Before & After 2 Days		Before & After 3 Days		Before & After 4 Days	
	1st Child	2nd Child	1st Child	2nd Child	1st Child	2nd Child	1st Child	2nd Child	1st Child	2nd Child
I	45.00	36.00	9.00	7.00	18.00	14.00	27.00	22.00	36.00	29.00
II	51.00	41.00	11.00	9.00	22.00	18.00	33.00	26.00	44.00	35.00
III	61.00	49.00	13.00	10.00	26.00	21.00	39.00	31.00	52.00	42.00
IV	73.00	58.00	15.00	12.00	30.00	24.00	45.00	36.00	60.00	48.00
V	85.00	68.00	17.00	14.00	34.00	27.00	51.00	41.00	68.00	54.00
VI	90.00	72.00	18.00	14.00	36.00	29.00	54.00	43.00	72.00	58.00
VII	98.00	78.00	20.00	16.00	40.00	32.00	60.00	48.00	80.00	64.00
VIII	100.00	80.00	20.00	16.00	40.00	32.00	60.00	48.00	80.00	64.00
IX	103.00	82.00	21.00	17.00	42.00	34.00	63.00	50.00	84.00	67.00
X	105.00	84.00	21.00	17.00	42.00	34.00	63.00	50.00	84.00	67.00
XI	110.00	88.00	22.00	18.00	44.00	35.00	66.00	53.00	88.00	70.00
XII	114.00	91.00	23.00	18.00	46.00	37.00	69.00	55.00	92.00	74.00
XIII	117.00	94.00	24.00	19.00	48.00	38.00	72.00	58.00	96.00	77.00
CONSA	143.00	N/A	29.00	N/A	58.00	N/A	87.00	N/A	116.00	N/A



NAVY CHILD AND YOUTH PROGRAMS (CYP)
School Year 20/21
Parent Fee Policy

TABLE 17: WEEKLY AND DAILY BEFORE ONLY SAC(HIGH COST) PARENT FEES DUE TO COVID-19										
Category	After Only Weekly Fees		After Only 1 Day		After Only 2 Days		After Only 3 Days		After Only 4 Days	
	1 st Child	2 nd Child	1 st Child	2 nd Child	1 st Child	2 nd Child	1 st Child	2 nd Child	1 st Child	2 nd Child
I	16.00	13.00	4.00	3.00	8.00	6.00	12.00	10.00	16.00	13.00
II	18.00	14.00	4.00	3.00	8.00	6.00	12.00	10.00	16.00	13.00
III	22.00	18.00	5.00	4.00	10.00	8.00	15.00	12.00	20.00	16.00
IV	26.00	21.00	6.00	5.00	12.00	10.00	18.00	14.00	24.00	19.00
V	31.00	25.00	7.00	6.00	14.00	11.00	21.00	17.00	28.00	22.00
VI	33.00	26.00	7.00	6.00	14.00	11.00	21.00	17.00	28.00	22.00
VII	36.00	29.00	8.00	6.00	16.00	13.00	24.00	19.00	32.00	26.00
VIII	36.00	29.00	8.00	6.00	16.00	13.00	24.00	19.00	32.00	26.00
IX	37.00	30.00	8.00	6.00	16.00	13.00	24.00	19.00	32.00	26.00
X	38.00	30.00	8.00	6.00	16.00	13.00	24.00	19.00	32.00	26.00
XI	40.00	32.00	8.00	6.00	16.00	13.00	24.00	19.00	32.00	26.00
XII	41.00	33.00	9.00	7.00	18.00	14.00	27.00	22.00	36.00	29.00
XIII	42.00	34.00	9.00	7.00	18.00	14.00	27.00	22.00	36.00	29.00
CONSA	52.00	N/A	11.00	N/A	22.00	N/A	33.00	N/A	44.00	N/A

TABLE 18: WEEKLY AND DAILY AFTER ONLY SAC (HIGH COST) PARENT FEES DUE TO COVID-19										
Category	After Only Weekly Fees		After Only 1 Day		After Only 2 Days		After Only 3 Days		After Only 4 Days	
	1 st Child	2 nd Child	1 st Child	2 nd Child	1 st Child	2 nd Child	1 st Child	2 nd Child	1 st Child	2 nd Child
I	30.00	24.00	6.00	5.00	12.00	10.00	18.00	14.00	24.00	19.00
II	34.00	27.00	7.00	6.00	14.00	11.00	21.00	17.00	28.00	22.00
III	40.00	32.00	8.00	6.00	16.00	13.00	24.00	19.00	32.00	26.00
IV	48.00	38.00	10.00	8.00	20.00	16.00	30.00	24.00	40.00	32.00
V	57.00	46.00	12.00	10.00	24.00	19.00	36.00	29.00	48.00	38.00
VI	60.00	48.00	12.00	10.00	24.00	19.00	36.00	29.00	48.00	38.00
VII	66.00	53.00	14.00	11.00	28.00	22.00	42.00	34.00	56.00	45.00
VIII	67.00	54.00	14.00	11.00	28.00	22.00	42.00	34.00	56.00	45.00
IX	69.00	55.00	14.00	11.00	28.00	22.00	42.00	34.00	56.00	45.00
X	70.00	56.00	14.00	11.00	28.00	22.00	42.00	34.00	56.00	45.00
XI	73.00	58.00	15.00	12.00	30.00	24.00	45.00	36.00	60.00	48.00
XII	76.00	61.00	16.00	13.00	32.00	26.00	48.00	38.00	64.00	51.00
XIII	78.00	62.00	16.00	13.00	32.00	26.00	48.00	38.00	64.00	51.00
CONSA	95.00	N/A	19.00	N/A	38.00	N/A	57.00	N/A	76.00	N/A

YOUTH RECREATION FEES: Youth recreation program and activities are required to be offered at a reasonable cost or free when possible. The CYP Parent Fees Standard defines “at a reasonable cost or free” and gives guidance for each YP program. Annual membership or registration fees are **not authorized**.



YOUTH SPORTS FEES: All parents enrolling in an on-base Youth Sports and Fitness (YSF) program will pay \$60 per youth per league based sports program. This includes enrollment in a sports season, a T-shirt or jersey, and an end-of-season award. There is no standard fee at this time for sports offered in camps or clinic format, but programs may not exceed \$60 per youth per camp or clinic. CYPs offering Start Smart must charge families \$25/child per session.

Fees for instructional community classes (e.g., ballet, karate) may not exceed the cost of instruction per youth. The goal of an instructional class is not to make a profit; however, programs should cover the costs of the instruction to include both labor and all non-labor costs (materials and equipment) required for the class.

HOURLY CARE RATE: CDCs, 24/7 Centers, and SAC programs must offer hourly care. All parents are charged \$7 per child per hour (or any portion of an hour) for hourly care, regardless of TFI category. As with full time care, families must pay for hourly care services in advance of care being provided. FCC Providers should be encouraged to offer hourly care. Providers offering hourly care may enter into private pay agreements with families based on agreed-upon fees; FCC Providers are not required to charge the hourly care rate set in this policy letter. **As the hourly care rate has changed, all families utilizing hourly care must sign an updated Hourly Parent Fee Agreement.**

SUPPLEMENTAL PART-DAY ENRICHMENT PROGRAMS: Supplemental programs include part-day enrichment programs, which enroll on a first come, first served basis, and do not follow priority consideration. Fees are not based on TFI and are paid on a semimonthly basis. Part-day enrichment fees are based on the hourly rate of \$7 per hour. More information on how to calculate these fees can be found in the *CYP Parent Fees Standard*. FCC programs may offer part-day enrichment and are authorized to set their own hourly rates and enter into private pay agreements with families.

REQUIRED PARENT FEE DISCOUNTS AND FEE ADJUSTMENTS: Programs must offer and track through CYMS the discounts and fee adjustments listed below. For some discounts, programs must use the [CYP Discount Fee Calculator](#) to determine correct discount amounts when applying those discounts to household accounts. Refer to the *CYP Parent Fees Standard* for additional information and requirements for each discount listed below.

- ▶ Vacation Discount
- ▶ 30-Day Notice Withdrawal Discount
- ▶ Last Week of Summer Camp Discount
- ▶ Combat Related Wounded Warrior Discount
- ▶ Ombudsman Discount
- ▶ Family Engagement Program Discount
- ▶ Hardship Fee Adjustment
- ▶ Respite Care Discount



Programs are not authorized to discount fees due to illness, federal holidays, or scheduled center closings (e.g., typical snow day, teacher in-service days, etc.). **Programs are required to request authorization from CNIC (N926) to prorate parent fees for situations that result from program closures due to natural disasters, severe weather (e.g., hurricane, mass flooding, etc.), and emergent installation requirements.**

CYP IN-SERVICE TRAINING DAYS: Installations are authorized to close programs (2) two days per calendar year in order to conduct needed in-service training days. Two half-days are considered the two-day maximum authorization. Requests are required to be made in advance, coordinated and approved by the Command. Email notification to CNIC N926 is required for planned in-service days. The approved in-service training days must be communicated to families and sufficient notice to families is required to include communication reminders of the pending closure. Additionally, programs may NOT charge parent fees during the scheduled program closures and are required to prorate the fees for that specific billing cycle by using the “Prorate Process” in CYMS for all program enrollments. For programs who elect implementing two half-day in-service days, fees should be prorated by using the LAST half-day as an entire day using the prorate process. Programs should contact Silvia Sawyer at silvia.sawyer@navy.mil for any questions on prorating fees.

PARENT FEE COMMUNICATION: The following CYP related parent fee documents are available on the CYP E-Library.

- ▶ **CYP Parent Fee Letter Template:** CNIC (N926) releases the [CYP Parent Fee Letter Template](#) annually. This template is available on the CYP E-Library and includes fee information for CDC, SAC, 24/7 Centers and subsidized FCC programs for children birth through age 12. The template is designed to allow installations to tailor the information to reflect the fees at their locations. The template provided reflects the standardized basic fees; programs are required to update the template based on the fees and programs offered at their respective installations.
- ▶ **Parent Fee Policy Frequently Asked Questions (FAQs):** CNIC (N926) releases the [Parent Fee Policy FAQs](#) annually, available on the CYP E-Library. This document must be provided to parents along with the annual Parent Fee Letter.
- ▶ **Notification for Civilian Sponsors:** *The Notification for Civilian Sponsors Utilizing Department of Defense Subsidized Child Development Programs During Tax Year 2021* must be provided to all civilians using CYP services. Installations will be notified when this document is published on the CYP E-Library for Tax Year 2021. DoD civilian employee sponsors with children enrolled in DoD subsidized child care programs are subject to the requirements of *Internal Revenue Code (IRC)*, Title 26, United States Code, Section 61 and Title 26, Code of Federal Regulations, section 1.61-1. The IRC requires that child care subsidies generally be treated as cash income in addition to normal earnings.

Each civilian sponsor must register with the Third-Party Administrator (TPA) contracted by DoD to administer the Defense civilian child care subsidy program. This notification does not apply to and should not be given to active duty service members; they receive an exclusion from taxes for benefits under dependent care assistance programs in the Military Family Tax Relief Act.



- ▶ **BAH RC/T Chart:** Since the BAH RC/T chart is based on the calendar year, programs will use the 2021 BAH RC/T Chart for enrollments until December 31, 2021. The 2022 BAH RC/T chart shall be used for families enrolling on or after January 1, 2022. The current chart is available at <https://elibrary.cnrc-n9portal.net/index.cfm/document-library/?id=716>. More information can be obtained on BAH at: <http://www.defensetravel.dod.mil/perdiem/>.