



ADMINISTRATION FOR
CHILDREN & FAMILIES

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Christopher Jones, Executive Director
North Dakota Department of Health and Human Services
300 East Boulevard Avenue, Dept. 35
Bismarck, ND 58502-0250

Dear Executive Director Jones:

The Office of Child Care has completed its review of the proposed amendments to North Dakota's approved Child Care and Development Fund (CCDF) Plan for FFY 2022-2024, submitted on November 29, 2022.

This letter is to inform you that the following CCDF Plan amendments were approved:

- **Section 1.1.1 a – CCDF Leadership** – Amended to reflect a change in the Lead Agency's name and webpage URL effective September 1, 2022.
- **Section 1.1.2 a & b – CCDF Administrator** – Amended to reflect a change in the CCDF administrator's title and the Co-Administrator's email address effective September 1, 2022.
- **Section 1.2.3 – CCDF Policy Decision Authority** – Amended to reflect an update to the Lead Agency's name effective September 1, 2022
- **Section 1.3.3 a – Coordination with Partners to Expand Accessibility and Continuity of Care** – Amended to reflect updated URL effective September 1, 2022.
- **Section 1.4.1 a (v, vi, ix & xiv) - Sliding Fee Scale for Child Care Services** – Amended to reflect an update to the Lead Agency's name, partners and titles effective September 1, 2022.
- **Section 1.7.1 – Coordination with Local or Regional Child Care Resource and Referral Systems** – Amended to reflect update to Lead Agency's name effective September 1, 2022.
- **Section 2.3.4 c & d – Consumer Education** – Amended to reflect changes to the Lead Agency's URL effective September 1, 2022.
- **Section 2.3.8 c – Consumer Education – Aggregate data on Serious injuries, deaths, and substantiated cases of Child Abuse** – Amended to reflect an update to the Lead Agency's URL effective September 1, 2022.

- **Section 2.4.2 a, c & g – Consumer Education – Providing information about additional programs** – Amended to reflect update to partnering divisions effective September 1, 2022.
- **Section 2.6.1 c – Consumer Statement for Parents Receiving CCDF Funds** – Amended to reflect update to Lead Agency’s URL effective September 1, 2022.
- **Section 3.1.3 b (i & ii), c, d, f, & g – Eligibility Criteria: Family Income Limits** – Amended to reflect increase to State Median Income (SMI) and its source, the URL, and citation link effective October 1, 2022.
- **Section 3.1.6 i - Sliding Fee Scale for Child Care Services** – Amended to reflect a partnering agency’s name change effective September 1, 2022.
- **Section 3.1.10 a – Informing parents who receive TANF benefits about the exception** – Amended to reflect a partnering agency’s name change effective September 1, 2022.
- **Section 3.2.1 a-c & e – Family Contribution to Payments** – Amended to reflect new increase to SMI and adjusted co-payments, update to URL and effective date of October 1, 2022.
- **Section 3.3.6 a (i) – Grace period** – Amended to reflect update to agency name effective September 1, 2022.
- **Section 4.2.6 b – Market Rate Survey Report** – Amended to reflect an update to URL effective September 1, 2022.
- **Section 4.3.1 f – Establishing Adequate Payment Rates** – Amended to reflect an update to the URL effective September 1, 2022.
- **Section 4.4.3 – Payment Practices** – Amended to reflect update to payment polices to allow for prospective payments and payments based on enrollment effective October 1, 2022.
- **Section 5.3.12 b (i) – Pre-Service and Ongoing Training** – Amended to reflect Lead Agency’s name change effective September 1, 2022.
- **Section 5.4.2 d – Inspection for licensed CCDF providers** – Amended to reflect Lead Agency’s name change effective September 1, 2022.
- **Section 5.5.2 g – Procedures for a Provider to Request a Background Check** – Amended to reflect an update to the URL effective September 1, 2022.
- **Section 5.5.6 a (v, x & xiii) – Comprehensive Background Checks-Interstate Criminal Background Check** – Amended to reflect the following components are

included on the consumer education website: fax, National Fingerprint File and the website URL has been updated, effective November 22, 2022. Approval of this amendment indicates that North Dakota’s CCDF Plan demonstrates compliance with the Final Rule.

- **Section 5.5.6 b (v, viii & ix) – Comprehensive Background Checks-Interstate Sex Offender Registry Check** – Amended to reflect the following components are included on the consumer education website: fax, forms, fees and the website URL has been updated, effective November 22, 2022. Approval of this amendment indicates that North Dakota’s CCDF Plan demonstrates compliance with the Final Rule.
- **Section 5.5.6 c (vii, x & xii) – Comprehensive Background Checks-Interstate Child Abuse and Neglect Registry Check**– Amended to reflect the following components are included on the consumer education website: website, fees and the URL has been updated, effective November 22, 2022. Approval of this amendment indicates that North Dakota’s CCDF Plan demonstrates compliance with the Final Rule.
- **Section 6.1.1 a (i), b (i & ii) – Professional Development Framework** – Amended to reflect updates to the Lead Agency’s name and URL effective September 1, 2022.
- **Section 8.1.2 a – Internal Controls and Accountability** – Amended to reflect update to a partnering agency’s name effective September 1, 2022.

The effective dates of September 1, 2022, October 1, 2022, and November 22, 2022, for these amendments to the North Dakota CCDF Plan are noted on the amendments log within the ACF-118 electronic submission site.

If you have any questions or need further assistance, please feel free to contact Karen Knoll-Moran, Child Care Program Manager in our Denver Regional Office at (303) 844-1164.

We appreciate your efforts to meet the child care needs of eligible families in North Dakota and look forward to our continued partnership in the administration of your Child Care and Development Fund Program.

Sincerely,

Ruth J. Friedman, Ph.D.
Director
Office of Child Care

cc: Kay Larson, Early Childhood Director
Karen Knoll-Moran, OCC Regional Program Manager, Region VIII
Valentina Asare-Adjebeng, Regional Liaison, Office of Child Care