



**POLICY REGARDING ALL STATE SUBSIDIES (SEP. 2024 - AUG. 2025)
CHILD CARE RESOURCES (CCR) and CHILDRENS HOME SOCIETY (CHS)**

PARENTS/GUARDIANS REQUIREMENTS:

1. All parents/guardians must meet all of the policies and procedures as required by the CCR or CHS subsidy provider and by Howell PAL.
2. No child or children will be allowed to register and attend a PAL childcare program without a completed CCR or CHS contract. The contract must also be reviewed and approved by the Howell PAL Subsidy Coordinator prior to any child attendance.
3. If an approved contract is subsequently changed, contract must again be reviewed and approved by the Howell PAL Subsidy Coordinator prior to any child attendance. If an approved contract is subsequently terminated, the child or children will be dismissed. Any unreimbursed costs will be the responsibility of the parent/guardian.
4. Upon receiving a valid Client/Child CCR or CHS contract, parent/guardian must call-in and report every child absence and every child sick day by using any phone and calling 1-800-997-3333.

ADDITIONAL FINANCIAL RESPONSIBILITIES

5. CCR/CHS Clients will be responsible for paying the entire difference, if any, between the approved state subsidy and the full amount charged by the PAL for the enrolled program.
6. CCR/CHS Clients will be responsible for the full amount of all PAL program registration fees, including any late registration fees.
7. CCR/CHS Clients will be responsible for 50% of the cost of attending the PAL "Day Off" childcare program.
8. CCR/CHS Clients will be responsible for the full amount of fees associated with the following:
 - CCR/CHS and/or Howell PAL Co-Payment Fees
 - Late Pickup Fees
 - Change of Schedule Fees
 - Late Payment Fees
 - Returned Payment Fees
9. CCR/CHS Childcare attendance exceeding the approved contract hours:
 - Childcare exceeding approved contract hours will be billed to the parent/guardian at the prevailing rate.

**** NON-PAYMENT OF TUITION OR FEES OWED TO HOWELL PAL FOR CHILDCARE PROVIDED
WILL LEAD TO TERMINATION.**

**** NON-PAYMENT OF TUITION OR FEES AND THE REASON FOR THE TERMINATION
WILL BE REPORTED TO CCR/CHS.**

**** THE HOWELL TOWNSHIP POLICE ATHLETIC LEAGUE
WILL RETAIN LEGAL COUNSEL TO RECOUP ALL MONEY THAT IS OWED.**