



Parent Co-payment and Fee Waiver | FAQ

Q: What is a parent co-payment?

A: A parent co-payment is the portion of child care costs that a family is responsible for paying, as assigned by the coalition.

Q: Are all families assigned a co-payment?

A: Yes. The coalition must assign a co-payment to all families and notify them accordingly.

Q: Can a parent co-payment be waived?

A: Yes. The coalition may waive a co-payment on a case-by-case basis under certain circumstances.

Q: Do parents need to be informed of their original co-payment even if it is waived?

A: Yes. Parents must be informed of their original co-payment before a waiver is applied.

Q: When are co-payments for at-risk families assessed?

A: At the initial child care authorization.

Q: Can co-payments be waived for at-risk children?

A: Yes. Co-payments for at-risk children, as defined in Section 1002.81(1), F.S., may be waived on a case-by-case basis.

Q: Under what conditions can a temporary co-payment waiver be granted?

A: A temporary waiver can be granted for families with income at or below 100% of the federal poverty level during an event that limits a parent's ability to pay, as defined in Section 1002.84(8), F.S.

Q: What are the qualifying events for a fee reduction or waiver (per 6M-4.400(1) and (2))?

A:

- Parent/guardian is incarcerated
- Parent/guardian has become incapacitated
- Living in a homeless shelter or transitional housing
- Experiencing an emergency
- Unemployed within the last 90 days
- In residential treatment
- Death of a parent/guardian
- Experienced a natural disaster
- Negotiated a lower fee
- Participating in a parenting class



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Q: How do parents request a fee waiver?

A: Parents or guardians must contact an eligibility counselor or manager to request a waiver. Next steps will be provided at the time of the request.

Q: How long does it take to process a fee waiver request?

A: Up to 14 calendar days. A decision will be sent to the email registered in the DEL Family Portal.

Q: Who reviews fee waiver requests?

A: Waiver requests are reviewed by an Eligibility Staff committee. Decisions are made on a case-by-case basis, depending on circumstances and available funding.

Please note - Effective **July 1, 2025** the following revisions will be implemented:

- Remove family size as a criterion to assess a parent copayment.
- Establish that an assessed copayment be affixed to only one child and one enrollment per household.
- Limit an assessed copayment to a maximum of 7% of household income.

The Division of Early Learning has developed **supplemental materials** to assist coalitions with implementing these revised elements of *Rule 6M-4.400, F.A.C., Required Parent Copayment*.

