

1 AN ACT relating to the Employee Child Care Assistance Partnership Program.

2 ***Be it enacted by the General Assembly of the Commonwealth of Kentucky:***

3 ➔Section 1. KRS 199.884 is amended to read as follows:

4 The cabinet, or its designated department, shall promulgate administrative regulations in
5 accordance with KRS Chapter 13A to effectuate the provisions of KRS 199.881 to
6 199.888, including:

- 7 (1) Creating a standardized agreement for employers, employees, and providers
8 wishing to participate in the program, to be completed and agreed to by each
9 respective party that includes:
- 10 (a) Name, physical location, size, and industry of the employer;
 - 11 (b) Name and phone number of the employer's point of contact;
 - 12 (c) Name and physical location of the child-care provider;
 - 13 (d) Name and phone number of the child-care provider's point of contact;
 - 14 (e) Name and home address of the employee;
 - 15 (f) Total contribution to be paid by the employer to the provider, either directly
16 or through a third-party vendor;
 - 17 (g) Total amount of the state match to be paid to the provider, either directly or
18 through a third-party vendor;
 - 19 (h) Duration of the contract, which shall not last beyond the end of the state's
20 fiscal year in any given year;
 - 21 (i) Frequency of the contribution to be made directly to the child-care provider in
22 accordance with the provider's established billing cycle; and
 - 23 (j) Demographic information of the employee;
- 24 (2) Establishing eligibility verification procedures for the following parties as a
25 prerequisite for the cabinet entering the agreement as a party and issuing a state
26 match:
- 27 (a) Employer's enrollment in the program;

- 1 (b) Employee's eligibility; and
- 2 (c) Child-care provider's eligibility;
- 3 (3) Collecting and verifying household income information from eligible employees
- 4 and determining the amount of the state match for which the employee is eligible in
- 5 accordance with KRS 199.885;
- 6 (4) Creating procedures for issuing a notice to all parties to the agreement of:
- 7 (a) Their enrollment in the program upon receiving and processing the contract
- 8 and determining eligibility; and
- 9 (b) Any changes to the application process that may affect reapplication for the
- 10 program;
- 11 (5) Compiling confidentiality protocols for the cabinet and its designated department or
- 12 departments to safeguard the personal information of participating employees,
- 13 employers, and child-care providers;
- 14 (6) Introducing reporting requirements for an employer or a child-care provider
- 15 reporting a lapse or nonpayment of contribution towards eligible child-care
- 16 services;
- 17 (7) Creating procedures for issuing and logging a state match to child-care providers
- 18 pursuant to the respective contract;
- 19 (8) Maintaining records of the fund in the fiscal year and all payments;
- 20 (9) Creating criteria for participant disqualification from the program;
- 21 (10) Establishing procedures for appeals hearings;~~and~~
- 22 (11) Establishing procedures for recouping state matches or portions of state matches
- 23 that result in overpayments to participating child-care providers; and
- 24 (12) Ensuring that the standardized agreement created in subsection (1) of this
- 25 section shall be:
- 26 (a) Accessible, viewable, and downloadable on the cabinet website; and
- 27 (b) Allowed to be submitted via first-class mail, email, or online portal.