

OMB Control No: 0970-0114

Expiration date: 03/31/2027

THE PAPERWORK REDUCTION ACT OF 1995 (Pub. L. 104–13)

The purpose of this information collection is the application for CCDF funds and provides ACF and the public with a description of, and assurance about, the States' and Territories' child care programs. Public reporting burden for this collection of information is estimated to average 150 hours per response, including the time for reviewing instructions, gathering, and maintaining the data needed, and completing the form. This is a mandatory collection of information (Pub. L. 113–186), and 42 U.S.C. 9858.

An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information subject to the requirements of the Paperwork Reduction Act of 1995, unless it displays a currently valid OMB control number. The OMB # is 0970-0114 and the expiration date is 03/31/2027. If you have any comments on this collection of information, please contact ACF's Office of Child Care.



**Appendix 1: Lead Agency Implementation Plan  
for**

**State/Territory Florida**

**FFY 2025 – 2027**

**Version: Initial Plan**

**Plan Status: Approved as of 2024-11-09 00:37:10 GMT**

For each non-compliance, Lead Agencies must describe the following:

- **Action Steps:** List the action steps needed to correct the finding (e.g., update policy manual, legislative approval, IT system changes, etc.). For each action step list the:
  - o **Expected Completion Date:** List the expected completion date for the action step.
- **Overall Target Date for Compliance:** List date Lead Agency anticipates completing implementation, achieving full compliance with all aspects of the findings. (Note: Compliance will not be determined until the FFY 2025-2027 CCDF Plan is amended and approved).

## EQUAL ACCESS:AFFORDABILITY

### Reason(s) for non-compliance:

- The Lead Agency does not limit all family co-payments to seven percent or less of family income, as required by 98.45(l)(3). (Plan Question 3.1.1a). Please note the Lead Agency has an approved waiver for this requirement through August 1, 2026.
- The Lead Agency does not include the rationale for the policy to allow providers to charge families additional amounts above the required co-payment, including required data and a demonstration of how the policy promotes affordability and access for families, as required by 98.45(b)(5). (Plan Questions 3.1.2ei and 3.1.2eii).

Overall Target Completion Date: 07/31/2026

Action Step Number	Action Step Description	Target Completion Date
1	Waiver approved for Plan Question 3.1.1a, Family Co-payment.	11/22/2024
2	Engage in rulemaking to amend Rule 6M-4.400, Florida Administrative Code (F.A.C.), Required Parent Co-payment, to require parent co-payments not exceed seven percent of family income, regardless of the number of children in care, during the authorized 12 months eligibility.	04/30/2026
3	Update system requirements and test functionality of the single statewide information system.	06/30/2026
4	Implement amended rule.	07/01/2026
5	Submit CCDF plan amendment.	07/31/2026
6	Draft amended Plan Questions 3.1.2ei and 3.1.2.eii to reflect the rationale for Florida's policy to allow contracted providers to charge additional fees to families beyond their co-payments, including how the practice promotes affordability and access.	05/30/2025
7	Coordinate with the Office of Child Care regarding acceptability of submitted information. Determine next steps.	06/30/2025
8	Implement next steps, as identified.	07/01/2025

9	Submit CCDF plan amendment.	09/30/2025
10	Analyze information collected to inform future decision-making.	10/31/2025

#### EQUAL ACCESS:PAYMENT RATES

Reason(s) for non-compliance:

- The Lead Agency's payment rates for preschoolers in center-based care and preschoolers in family child care are not sufficient to ensure equal access, as required by 98.45(a). (Plan Question 4.3.2a)

Overall Target Completion Date: 09/30/2025

Action Step Number	Action Step Description	Target Completion Date
1	Analyze the results of the 2024 Market Rate Survey and Narrow Cost Analysis.	03/31/2025
2	Continue to work with the Legislature to increase payment rates for preschoolers in center-based and family child care for equal access. Work with internal and legislative budget staff to determine the cost of increasing payment rates. Obtain agency head approval. Coordinate with legislative staff. Engage in legislative activities.	05/31/2025
3	Based upon legislative appropriation, update payment rates for preschools in center-based and family child care in the single statewide information system.	07/01/2025
4	Submit CCDF plan amendment.	09/30/2025

#### EQUAL ACCESS:PROVIDER OPTIONS FOR PARENTS

Reason(s) for non-compliance:

- The Lead Agency does not provide grants or contracts for direct services for infants and toddlers, for children in underserved geographic areas, and for children with disabilities, as required by 98.30(b)(1). (Plan Questions 4.1.1c and 4.5.1i). Please note the Lead Agency has an approved waiver for this requirement through August 1, 2026.

Overall Target Completion Date: 07/31/2026

Action Step Number	Action Step Description	Target Completion Date
1	Waiver approved for Plan Question 4.1.1c and 4.5.1i, Contracted Slots.	11/22/2024
2	Draft proposed bill language to revise contracted slots language to provide direct services to infants and toddlers, children in underserved geographic areas and children with disabilities. Obtain agency head approval. Engage in legislative activities.	01/31/2026
3	Update system requirements and test functionality of the single statewide information system.	06/30/2026
4	Implement new statute.	07/01/2026
5	Submit CCDF plan amendment.	07/31/2026

#### EQUAL ACCESS:PAYMENT PRACTICES

Reason(s) for non-compliance:

- The Lead Agency does not pay all provider types prospectively or alternatively does not demonstrate that it is not a generally-accepted practice for all provider types, as required by 98.45(m)(1). (Plan Question 4.4.1a). Please note the Lead Agency has an approved waiver for this requirement through August 1, 2026.
- The Lead Agency does not pay based on enrollment or alternatively does not provide justification that this is impracticable or is not a generally-accepted practice, as required by 98.45(m)(2). (Plan Question 4.4.1b). Please note the Lead Agency has an approved waiver for this requirement through August 1, 2026.

Overall Target Completion Date: 07/31/2026

Action Step Number	Action Step Description	Target Completion Date
1	Waiver approved for Plan Question 4.4.1a, Paying Providers Prospectively.	11/22/2024
2	Draft proposed language in DEL's Long-Range Program Plan (LRPP), including an amended Legislative Budget Request (LBR), to incorporate new CCDF Final Rule requirements. Obtain agency head approval. Coordinate with Legislature. Seek legislative approval.	01/31/2026
3	Engage in rulemaking to amend Rule 6M-4.500, F.A.C., Child Attendance and Provider Reimbursements, to require payment prior to delivery of services.	04/30/2026
4	Update system requirements and test functionality of the single statewide information system.	06/30/2026
5	Implement amended rule.	07/01/2026
6	Submit CCDF plan amendment.	07/31/2026
7	Waiver approved for Plan Question 4.4.1b, Paying Providers Based on Enrollment	11/22/2024
8	Draft proposed language in DEL's Long-Range Program Plan (LRPP), including an amended Legislative Budget Request (LBR), to incorporate new CCDF Final Rule requirements. Obtain agency head approval. Coordinate with Legislature. Seek legislative approval.	01/31/2026
9	Engage in rulemaking to amend Rule 6M-4.500, F.A.C., Child Attendance and Provider Reimbursements to require paying providers based on enrollment.	04/30/2026
10	Update system requirements and test functionality of the single statewide information system.	06/30/2026
11	Implement amended rule.	07/01/2026
12	Submit CCDF plan amendment.	07/31/2026

**PROGRAM INTEGRITY:FRAUD INVESTIGATION, PAYMENT RECOVERY, AND SANCTIONS**

Reason(s) for non-compliance:

- The Lead Agency does not include the results of the activities to impose sanctions on clients or providers in response to fraud, as required by 98.68(b)(2). (Plan Question 10.2.2e)

Overall Target Completion Date: 09/30/2025

Action Step Number	Action Step Description	Target Completion Date
1	Draft amended Plan Question 10.2.2e to include data that indicate the results of the activities of imposed sanctions on clients or providers in response to fraud.	03/31/2025
2	Coordinate with OCC and federal TA staff on next steps, if needed.	04/30/2025
3	Submit CCDF plan amendment.	09/30/2025

#### COMPREHENSIVE BACKGROUND CHECK:BACKGROUND CHECK PROCESSES

Reason(s) for non-compliance:

- The Lead Agency or other state agency is not the entity conducting or making eligibility determinations for all required background checks and does not ensure the privacy of the background check results, as required by 98.43(a)(1)(i) and 98.43(e)(2). (Plan Question 5.7.10)
- The Lead Agency does not provide the affected child care staff member with a notice of the opportunity to appeal the results of a background check or with clear instructions about how to complete the appeals process, as required by 98.43(e)(3)(i) and 98.43(e)(3)(ii). (Plan Questions 5.7.11i and 5.7.11ii)
- The Lead Agency does not respond to other states' requests for child abuse and neglect (CAN) registry checks and instead requires the current or prospective staff member to request their own CAN registry check, as required by 98.43(a)(1)(iii). (Plan Question 5.7.14b)

Overall Target Completion Date: 07/31/2026

Action Step Number	Action Step Description	Target Completion Date
1	Draft amended Plan Question 5.7.10 to reflect Florida's process for conducting or making eligibility determinations for required background checks and ensuring the privacy of those results.	03/31/2026
2	The Lead Agency and the Department of Children and Families will continue to work with our federal TA partners to determine an amicable solution to statutory limitations.	04/30/2026
3	Implement next steps, as identified.	07/01/2026
4	Submit CCDF plan amendment, as needed.	07/31/2026
5	The Lead Agency and the Department of Children and Families will continue to work with our federal TA partners to determine an amicable solution to statutory limitations for Plan Questions 5.7.11i and 5.7.1ii.	07/31/2026
6	Draft amended Plan Question 5.7.14b to reflect Florida's process for providing requests from other states for interstate criminal history, Sex Offender Registry and Child Abuse and Neglect Registry.	03/31/2025
7	Coordinate with the Office of Child Care regarding acceptability of submitted information. Determine next steps.	04/30/2025
8	Implement next steps, as identified.	09/01/2025
9	Submit CCDF plan amendment.	09/30/2025