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From: Commander, Navy Installations Command (N9)
To: Distribution

Subj: NAVY CHILD AND YOUTH PROGRAMS ELIGIBILITY AND PRIORITY
SYSTEM POLICY

Ref: (a) DoD Instruction 6060.2 of 5 August 2014
(b) PDASD (R&FM) Memo of 19 Mar 15
(c) OPNAVINST 1700.9E

1. The Department of Defense (DoD) identifies child care as a critical element of military family readiness and has established policy that emphasizes the importance of providing child care for eligible families in cases where all parents or caregivers residing with the child are working outside the home. References (a) and (b) supersede reference (c) and provides updated policy for both eligibility criteria and establishes a priority system for child placement into military childcare programs.

2. Eligibility for Navy Child Development Centers, subsidized Child Development Homes and School Age Care programs is dependent on the status of the sponsor.

a. Eligible patrons include:

- (1) Active duty military personnel;
- (2) DoD civilian employees paid from either appropriated funds (APF), or non-appropriated funds (NAF);
- (3) Reserve Component military personnel on active duty or inactive duty training status;
- (4) Combat related wounded warriors;
- (5) Surviving spouses of military members who died from a combat related incident;

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(6) Eligible employees of DoD contractors;

(7) Others authorized on space available basis;

(8) Individuals acting in loco parentis for the dependent child of an otherwise eligible patron.

b. In the case of unmarried, legally separated parents with joint custody, or divorced parents with joint custody, children are eligible for child care only when they reside with the military Service member or eligible civilian sponsor at least 25 percent of the time in a month that the child receives child care through a DoD program.

3. In accordance with references (a) and (b), the following priority system for placement into all Navy childcare programs which support work-related care for children birth through 12 years of age shall be implemented 19 June 2015:

a. Priority 1. The order of precedence from highest to lowest within Priority 1 is as follows:

(1) Priority 1A: Combat-related wounded warriors;

(2) Priority 1B: Child and Youth Program Staff;

(3) Priority 1C: Single Military Service members on active duty or dual active duty Service member couples;

(4) Priority 1D: Active duty Service members with a working spouse (including a DoD civilian spouse);

(5) Priority 1E: Single DoD civilian employees paid from appropriated (APF) or non-appropriated funds (NAF) or dual DoD civilian employee couples;

(6) Priority 1F: DoD civilians with a working spouse who is not a DoD civilian;

(7) Priority 1G: Surviving spouses of military members who died from a combat-related incident.

b. Priority 2: The second priority shall be given equally to active duty Military Service members, DoD civilians paid from APF and NAF, surviving spouses of military members who died from combat related incident, where a non-working spouse is actively

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seeking employment. The status of actively seeking employment must be verified every 90 days.

c. Priority 3: The third priority shall be given equally to active duty Military Service members, DoD civilians paid from APF and NAF, surviving spouses of military members who died from combat related incident, where a non-working spouse is enrolled in a post-secondary institution. The status of post-secondary enrollment must be verified every 90 days.

d. Space Available: After meeting the needs of parents in Priorities 1, 2, and 3, programs shall support the need for care for other eligible patrons such as active duty Military Service members with non-working spouses, DoD civilian employees paid from APF and NAF with non-working spouses, eligible employees of DoD Contractors, Federal Employees from non-DoD agencies, and military retirees on a space available basis. In this category, programs may also authorize otherwise ineligible patron in accordance with reference (c).

4. All programs are required to implement the priority system above on 19 June 2015. MilitaryChildCare.com and the Child and Youth Management System (CYMS) will be updated on this date to reflect the new priority system.

5. CNIC (N926) point of contact for CYP eligibility and priority system requirements is Ms. Diane Brewer at 901-830-4049 or diane.brewer@navy.mil.



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