



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
UNITED STATES ARMY INTELLIGENCE CENTER AND FORT HUACHUCA
1903 HATFIELD STREET
FORT HUACHUCA ARIZONA 85613-7000

ATZS-CG (608-10a)

29 May 2003

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: POLICY 102 -- Child and Youth Services Eligibility Criteria Department of Defense Instruction Implementation

1. References.

a. Memorandum, CDSC-FSC, 19 Jan 93, subject: Department of Defense Instruction (DoDI), Number 6060.2.

b. Public Law Number 106-65, Child Care Programs and Youth Program Services for Dependents.

2. Purpose. To define the Fort Huachuca policy for implementing the DoDI as it affects placement of children in Child and Youth Services (CYS) programs.

a. The latest revision of the DoDI states the purpose of child development programs is to assist active duty military, appropriated fund (APF), and nonappropriated fund (NAF), Department of Defense (DoD) civilians, DoD contractors, and reservists on active duty or who are full-time working parents or the spouse is a full-time student in locating at least one affordable option for quality child care.

b. The DoDI further states each installation commander shall establish a written priority system that clearly states military and civilian access to CYS programs.

3. Definitions of categories/priorities (also listed in enclosure).

a. The CYS will give first priority for child care to single or dual working parents from those listed in paragraph 2a. A sub-group priority listing for this group will be established giving first priority (1a) to single and dual military; second priority (1b) will be single and dual DoD civilians/contractors, and military with DoD working spouse (APF and NAF); third priority (1c) to military with non-DoD working spouse/student; fourth priority (1d) to DoD civilian or contractor with working spouse/student. The CYS staff will offer care to these eligible patrons based on their date of request for child care.

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b. The second priority for care is families where the spouse is employed part-time outside the home or is a part-time student. Spouses operating a part-time business within their home are included in this category.

c. The third category for child care is those personnel listed above whose spouse is unemployed.

d. Military retirees, employees of the bank, credit union and Post Office on the installation, and other Federal Agency employees (i.e., Border Patrol) may use CYS programs and will be listed as priority four.

4. The point of contact for this memorandum is Sandra D. Sanders, Coordinator, Child and Youth Services at 533-0461.

5. This memorandum supersedes US Army Intelligence Center and Fort Huachuca memorandum, ATZS-CG, 21 March 2002, subject: POLICY 102 -- Child and Youth Services Eligibility Criteria Department of Defense Instruction Implementation.

Encl
as

JOHN M. CUSTER
Brigadier General, USA
Acting Commander

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Child and Youth Services
 Child Care Waiting List
 Priority Table

Eligibility	Priority
Active single or dual military parents	1a
DoD Civilain/Contractor (APF or NAF) single or dual parent; military with DoD Civilain spouse	1b
Active military with non-DoD working spouse/student	1c
DoD Civilain/Contractor with non-DoD working spouse/student	1d
Military/DoD Civilian/Contractor with part time working spouse	2
Military/DoD Civilian/Contractor with non-working spouse	3
Retirees, other Federal Agencies employees (Border patrol), Bank employees, Credit Union employees, or Teachers working on Ft Huachuca	4

Enclosure