



## State of New Jersey

DEPARTMENT OF HUMAN SERVICES  
DIVISION OF FAMILY DEVELOPMENT  
PO BOX 716  
TRENTON, NJ 08625-0716

PHILIP D. MURPHY  
*Governor*

SHEILA Y. OLIVER  
*Lt. Governor*

CAROLE JOHNSON  
*Commissioner*

NATASHA JOHNSON  
*Director*

### **NJ Child Care Subsidy Program Summer Camp Registration Requirements Clarification**

This document is intended to clarify the Child Care Subsidy Program Summer Camp registration process and provide guidance regarding child care center license requirements and youth camp Certification of Approvals.

#### **I. Registration**

##### **Who should complete and submit the Camp Registration Form**

The camp registration form shall be submitted to DFD by the following types of programs interested in payment through the Child Care Subsidy Program:

- Summer Youth Camps - who meet the “Youth Camp” definition as generally understood, and is required by New Jersey Youth Camp Standards (N.J.A.C. 8:25) to obtain a Department of Health (DOH) “Certificate of Approval”.
- Youth Camps - Accredited by the American Camping Associations.
- Child Care Centers or Programs that have a swimming pool or are engaged in high risk activities on-site and required to obtain a Certificate of Approval through Department of Health.
- Programs who operate a separate summer program not licensed through Office of Licensing (OOL).

##### **Which Programs do not have to complete the Registration Form**

- Licensed child care centers (ages 0-13) through the Office of Licensing and approved to operate full year; and do not have a swimming pool or high risk activities on site.

#### **II. Contacting the applicable regulatory authority**

Programs that should contact their respective governing regulatory entity (Department of Health or Department of Children and Families, Office of Licensing)

- If currently licensed through OOL and interested in either increasing licensing capacity or age limit, to care for school-age children during summer. Example: licensed for 0-6 years old, want to serve school age children during summer *or* licensed for 50 want to serve 75 during the summer.

- Interested in running a summer youth camp along with its current full-year licensed child care program, (i.e. separate indoor and/or outdoor programs).

### **III. DOH Youth Camp - Age limit Clarification for Subsidy**

- Children ages 0-2.5 years are not eligible for subsidy funding if solely DOH Summer Youth Camp Approved.

### **IV. Subsidy Payment Requirement**

Youth Camps through DOH must provide a copy of their 2018 certificate to the CCR&R