

**This is a message from the Division of Policy**

**Title:** Submission of Late Market Rate Surveys

**Date:** April 16, 2008

**Priority:** **HIGH**

**Category:** Informational

**Action Required:** Yes

**Response Required:** Yes

**Purpose:**

This communiqué establishes the final deadline for the submission of the Market Rate Survey/Provider Agreement Appendix C-1 (MRS). Child Care Information Services (CCIS) agencies are reporting that some providers did not respond and missed the original deadline established in Announcement 2008 #02 2008 Market Rate Survey/Subsidy Provider Rates Collection and Updates to Provider Agreement. In addition, some providers have returned the MRS, but are unable to submit their 2008-09 published rates because they have not yet been determined.

**Discussion:**

The Office of Child Development and Early Learning (OCDEL) must have any remaining MRS no later than May 16, 2008. We want to include as many providers as possible in the MRS, please forward all surveys even if the provider did not submit a copy of the published rates. The CCIS can forward providers' published rates if received prior to the May 16 deadline.

If the MRS is received by OCDEL **after** May 16, 2008, the provider will not have the rates recorded for the 2008 MRS that is used to establish the Maximum Child Care Allowance. OCDEL will not generate a C-2, and the provider will be paid at the 2007 rates effective July 1, 2008.

Mail remaining MRS, published rates and scholarship/discount policies with a complete log sheet to:

OCDEL  
333 Market Street, Harrisstown II, 6th Floor  
Harrisburg, PA 17126-0333  
Attn: Jenna Shank

If the mail will result in a late arrival, fax the surveys to Jenna Shank at (717) 346-9330.

**Next Steps:**

1. Share this information with appropriate staff.
2. Mail or fax all MRS, published rates and scholarship/discount policies with a complete log sheet to OCDEL by May 16, 2008.
3. Direct questions to your Subsidy Coordinator.

Obsolete