

# Rate Increase Request Form for Providers

**Use this form to request a rate increase if:**

- You do not have a contract with the local district
- AND
- You care for BOTH children receiving child care assistance and children who do not receive child care assistance (private pay)
- AND
- Your rates for children who are not in receipt of child care assistance (private pay) are either (1) equal to or greater than the current market rates or (2) lower than the market rate but above the rate currently received.

**How to complete this form:**

- Section 1: Tell us about your child care program.
- Section 2: Review the current market rates, update the table below with your new rates, and sign the form.

**Section 1: Child Care Provider Information**

CCFS ID: \_\_\_\_\_ NYC DOHMH Permit Number: \_\_\_\_\_  
 Vendor Number: \_\_\_\_\_ NYC ACCIS ID: \_\_\_\_\_  
 Provider or Program Name: \_\_\_\_\_  
 SITE Address# \_\_\_\_\_  
 MAILING Address (if different): \_\_\_\_\_  
 Contact Person: \_\_\_\_\_ Phone Number: \_\_\_\_\_  
 Email Address: \_\_\_\_\_

**Section 2: Request And Signature**

**By signing this request, I am confirming the following:**

- I provide child care to children in receipt of child care assistance AND children who do not receive child care assistance (private pay); AND
- The amount that I charge for children not in receipt of child care assistance (private pay) for child care is the same as the market rates or higher OR is lower than the market rate, but above the rate currently received.

To request a payment rate increase, provide your new private pay rates in the chart below.

You should submit a cost of care rate for all child ages authorized by your license or permit. If you have not reported a child care service rate for a child age, you cannot be reimbursed for reported child care service for that missing child age rate.

If you charge the same daily rate for Part time and Full time service, you must report the daily part time rate and the daily rate equivalent for the weekly rate [daily rate x 5]

Child Age	Child Age			
Cost of Care	Infant	Toddler	Preschool	School-Age
Weekly (30 or more hours in a week)				
Daily (6-12 hours in a day)				
Part-day (3-6 hours in a day)				

I began charging these rates on the following date: \_\_\_\_\_. Note that this is the earliest date that any rate change can become effective.

The information provided here is true and accurate

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

**MARKET RATES (EFFECTIVE OCTOBER 1, 2024)**

**GROUP 4 COUNTIES: Bronx, Kings (Brooklyn), New York, Queens, Richmond (Staten Island)**

	Day Care Center				School-Age Child Care				Legally Exempt Group Child Care			
	Under 1 ½ yrs	1 ½ – 2 yrs	3 – 5 yrs	6 – 12 yrs	Under 1 ½ yrs	1 ½ – 2 yrs	3 – 5 yrs	6 – 12 yrs	Under 1 ½ yrs	1 ½ – 2 yrs	3 – 5 yrs	6 – 12 yrs
Weekly	\$500	\$450	\$439	\$325	\$0	\$0	\$439	\$325	\$0	\$0	\$329	\$244
Daily	\$102	\$92	\$90	\$69	\$0	\$0	\$90	\$69	\$0	\$0	\$68	\$52
Part-Day	\$68	\$61	\$60	\$46	\$0	\$0	\$60	\$46	\$0	\$0	\$45	\$35

	Legally Exempt Group Child Care with Health <u>OR</u> Training Enhancement				Legally Exempt Group Child Care with Health <u>AND</u> Training Enhancement			
	Under 1 ½ yrs	1 ½ – 2 yrs	3 – 5 yrs	6 – 12 yrs	Under 1 ½ yrs	1 ½ – 2 yrs	3 – 5 yrs	6 – 12 yrs
Weekly	\$0	\$0	\$356	\$263	\$0	\$0	\$382	\$283
Daily	\$0	\$0	\$73	\$56	\$0	\$0	\$78	\$60
Part-Day	\$0	\$0	\$49	\$37	\$0	\$0	\$52	\$40

	Family Day Care Home and Group Family Day Care Home				Legally Exempt in-home [Standard]				Legally Exempt in-home Enhanced Rate <sup>1</sup>			
	Under 2 yrs	2 yrs	3 – 5 yrs	6 – 12 yrs	Under 2 yrs	2 yrs	3 – 5 yrs	6 – 12 yrs	Under 2 yrs	2 yrs	3 – 5 yrs	6 – 12 yrs
Weekly	\$400	\$350	\$325	\$289	\$260	\$228	\$211	\$188	\$300	\$263	\$244	\$217
Daily	\$80	\$70	\$65	\$60	\$52	\$46	\$42	\$39	\$60	\$53	\$49	\$45
Part-Day	\$53	\$47	\$43	\$40	\$34	\$31	\$28	\$26	\$40	\$35	\$32	\$30

<sup>1</sup>ACS has opted to increase the enhanced market rate for eligible informal child care providers to 75% of the applicable registered family day care market rate.

For New York State market rates outside of New York City, please go to [24-OCFS-LCM-22.pdf \(ny.gov\)](#).

Please submit your signed request to increase rates to: [FSCCrates@acs.nyc.gov](mailto:FSCCrates@acs.nyc.gov)

OR MAIL TO:

**ACS FINANCIAL SERVICES**  
**150 William Street, 10th floor**  
**New York, NY 10038**  
**Attn: Rate Adjustment Review Unit**