

From: NAVSTA Rota Child and Youth Program

To: Child and Youth Program Parents

Subj: Child and Youth Program (CYP) School Year (SY) 2025-2026 Parent Fees - High-Cost

Encl: (1) Parent Fee Policy Frequently Asked Questions (FAQ)

(2) Notification to Civilians Tax Year 2025

1. Annual fee schedules for Child Development Centers (CDC) and School Age Care (SAC) Programs, are established by the Department of Defense (DoD) and implementation is required by Commander, Navy Installations Command (CNIC). DoD parent fees are set using a sliding scale based on total family income, helping to make care more affordable. Unlike many community-based programs that determine fees based on a child's age, the DoD model ensures greater equity across income levels.
2. For SY 2025-2026, the DoD fee policy has expanded from 11 to 12 income categories, with the highest TFI category now set at \$175,001 and above. Additionally, fees have increased for specified space available patrons, as outlined below. There are no changes to fees for families in all other income categories. In accordance with policy, all CYP programs are required to renew child registrations, validate family eligibility, verify Total Family Income (TFI), and assess fees no later than 31 October 2025.
3. All families must complete updated forms and sign a new parent fee agreement as part of the annual registration process. Families, regardless of income category, are required to submit income documentation for Total Family Income (TFI) verification. Selecting the highest fee category without providing documentation is not permitted. Please note that failure to submit the required documentation will result in a denial of childcare services.
4. The following documents are required for annual child registration renewals:
  - a. September 2025 Leave and Earning Statement (LES) and/or paycheck stubs for all adults, married or not, within the same household who share expenses toward the benefit of the child(ren). For households in which unmarried couples or pairs are living as a family, the income for both adults shall be used to determine TFI.
  - b. For each enrolled child(ren): Updated and signed:
    - i. *Application for Child Development Program Fees—DD Form 2652*
    - ii. *CYP Registration Form*
    - iii. *Health Information Form – if there are changes to a child's health status and require accommodations within our programs, follow up with program staff.*
    - iv. *Permission Statement*
5. Families enrolled in a facility-based program must enroll in auto-debit.
6. DoD Parent Fees are based on twelve income categories, which are used to determine each family's child care fee. The following chart shows SY 25-26 total family income (TFI) categories:

Table 1: Total Family Income Categories	
TFI Category	TFI
I	\$1 – \$45,000.99
II	\$45,001 – \$55,000.99
III	\$55,001 – \$65,000.99
IV	\$65,001 – \$77,500.99
V	\$77,501 – \$90,000.99
VI	\$90,001 – \$102,500.99
VII	\$102,501 – \$115,000.99
VIII	\$115,001 – \$130,000.99
IX	\$130,001 – \$145,000.99
X	\$145,001 – \$160,000.99
XI	\$160,001 - \$175,000.99
XII	\$175,001+
DoD Contractors and Specified Space Available Patrons (CONSA)*	Regardless of TFI

\*DoD contractors and Specified Space Available (CONSA) include military retirees, deactivated reserve personnel, and other federal employees. All other Space Available patrons will be charged according to TFI.

7. Parent fees are a single set of standardized rates throughout our programs. Fees have been calculated to include all scheduled closures (e.g. federal holidays, school, installation, and CYP in-service days).
  - a. Programs will follow installation or base closure guidelines. Fees are not adjusted for installation or base closures.
  - b. CYP In-Service Days: Safe and healthy learning environments are at the core of Navy CYP's mission. To support this, programs will hold annual staff in-service days dedicated to continuing education, team collaboration and maintaining high quality care. The training days will be full-day closures. Parent fees reflect these planned in-service days. These days are scheduled during regular hours, and families will receive reminder communication prior to each closure. Please see below for currently scheduled CYP In-Service Days. Any changes to these dates or additional dates added will be announced at least 90 days in advance.
    - i. 21 November 2025
    - ii. 13 February 2026
    - iii. 22 May 2026
    - iv. 9 October 2026
8. Families with more than one child enrolled in full-time or part-time care receive a 20% discount on the lower program fee for each additional child.
9. The SY25-26 parent fees for full time care (**High Cost**) are shown in the following table.

Table 2: Full-Time Parent Fee Rates (High Cost) CDC and School Age Camps				
Category	Weekly Rate		Military Payday Rate (MPR)	
	First Child	Additional Child	First Child	Additional Child
I	56.00	44.80	121.33	97.06
II	63.00	50.40	136.50	109.20
III	77.00	61.60	166.83	133.46
IV	91.00	72.80	197.17	157.74
V	108.00	86.40	234.00	187.20
VI	126.00	100.80	273.00	218.40
VII	143.00	114.40	309.83	247.86
VIII	161.00	128.80	348.83	279.06
IX	182.00	145.60	394.33	315.46
X	203.00	162.40	439.83	351.86
XI	224.00	179.20	485.33	388.26
XII	245.00	196.00	530.83	424.66
CONSA	361.00	N/A	782.17	N/A

10. SAC school year parent fees are a single set of standardized rates throughout the school year which includes all federal holidays, school and base closures, and planned CYP in-service days. Families whose children are enrolled full-time in the Before School only, Afterschool only or Before & Afterschool program will not be charged extra fees for out-of-school days or full-day seasonal camps operating during the school year. Programs at installations that offer DoDEA Universal Pre-Kindergarten (UPK) will use the fees in Table 3 during the school year for wrap around care. Families who choose not to participate in school year seasonal camps must either pay for those weeks or submit a request to use their authorized vacation days. These fees are applicable when schools are operating on a typical school year schedule. The SY 25-26 Parent Fees for **SAC programs** are shown in the following table.

Table 3: SAC and UPK Before and After School Parent Fee Rates (High Cost)												
Category	Before School				After School				Before & Afterschool			
	Weekly		MPR		Weekly		MPR		Weekly		MPR	
	First Child	Additional Child	First Child	Additional Child	First Child	Additional Child	First Child	Additional Child	First Child	Additional Child	First Child	Additional Child
I	13.44	10.75	29.12	23.30	24.64	19.71	53.39	42.71	38.08	30.46	82.51	66.01
II	15.12	12.10	32.76	26.21	27.72	22.18	60.06	48.05	42.84	34.27	92.82	74.26
III	18.48	14.78	40.04	32.03	33.88	27.10	73.41	58.73	52.36	41.89	113.45	90.76
IV	21.84	17.47	47.32	37.86	40.04	32.03	86.75	69.40	61.88	49.50	134.07	107.26
V	25.92	20.74	56.16	44.93	47.52	38.02	102.96	82.37	73.44	58.75	159.12	127.30
VI	30.24	24.19	65.52	52.42	55.44	44.35	120.12	96.10	85.68	68.54	185.64	148.51
VII	34.32	27.46	74.36	59.49	62.92	50.34	136.33	109.06	97.24	77.79	210.69	168.55
VIII	38.64	30.91	83.72	66.98	70.84	56.67	153.49	122.79	109.48	87.58	237.21	189.77
IX	43.68	34.94	94.64	75.71	80.08	64.06	173.51	138.81	123.76	99.01	268.15	214.52
X	48.72	38.98	105.56	84.45	89.32	71.46	193.53	154.82	138.04	110.43	299.09	239.27
XI	53.76	43.01	116.48	93.18	98.56	78.85	213.55	170.84	152.32	121.86	330.03	264.02
XII	58.80	47.04	127.40	101.92	107.80	86.24	233.57	186.86	166.60	133.28	360.97	288.78
CONSA	86.64	N/A	187.72	N/A	158.84	N/A	344.15	N/A	245.48	N/A	531.87	N/A

11. School day closures and school year camps: Parents who are not enrolled in SAC needing care only for school closures will be charged the hourly rate of \$8. Families needing care during a school year seasonal camp may be enrolled in the School Year SAC Camp and will be charged the SAC Camp weekly rate based on their TFI.
12. For CDC and SAC programs, the **hourly** care rate is \$8 per hour, per child regardless of TFI or reason for care. No income documentation is required for hourly care, and payments must be made in advance.
13. Youth Sports and Fitness (YSF) league-based programs are \$60 for each sport season. Individuals that volunteer as a youth sports coach receive a 100% discount on sports registration for that sport for each of the volunteer's children. The fee will be refunded after the season begins.
14. Start Smart fees are \$25 for each program.
15. Youth recreation program and activities are offered at a reasonable cost or free whenever possible. Parents will be notified in writing when fees will be assessed to offset the cost of field trips, special events, etc.
16. The following discounts are available for use by families enrolled in Navy facility-based CYPs:
  - a. **Vacation Discount:** Each family using CDC or SAC programs are authorized to take up to 10 weekdays of vacation from the program per government fiscal year (1 October through 30 September). To be eligible for the discount, advance written notice of 30 days is required. The vacation time may be taken in increments of 5 consecutive weekdays (which includes federal holidays and center closures). Vacation discounts are not applicable during SAC summer camp, any enrichment programs, youth instructional classes, or youth sports.
  - b. **Combat Related Wounded Warrior Discount:** Active-duty sponsors designated as "Wounded Warrior – Combat Related on Active Orders" that are enrolled in the Navy Wounded Warrior program and undergoing treatment are eligible for discounted care. Please inquire with the program for additional information.
  - c. **Ombudsman Discount:** Command ombudsmen with children enrolled in full-time or part-time care are eligible for a \$30 discount per military pay day (or \$7 per week, if the child is enrolled in camp).
17. If you have any questions, please contact Christina Rodriguez at Christina.m.rodriguez114.naf@us.navy.mil.