Child Care & Early Education
RESEARCH CONNECTIONS

ICPSR 30423

Child Care and Development Fund Administrative Data, Federal Fiscal Year 2008

United States Department of Health and Human Services. Administration for Children and Families. Office of Child Care

Setting Records Codebook

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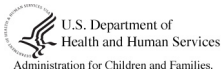
These data are made available by the Child Care and Early Education *Research Connections* project. *Research Connections* promotes high quality research in child care and early education and the use of that research in policymaking.

Research Connections is operated by the National Center for Children in Poverty at the Mailman School of Public Health, Columbia University and the Inter-university Consortium for Political and Social Research at the Institute for Social Research, University of Michigan, through a cooperative agreement with the Office of Child Care, Office of Family Assistance and the Office of Planning, Research, and Evaluation, Administration for Children and Families in the U.S. Department of Health and Human Services.



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Child Care and Development Fund Administrative Data, FFY 2008
This administrative dataset provides descriptive information about the families and children served through the federal Child Care and Development Fund (CCDF). CCDF dollars are provided to states, territories, and tribes to provide assistance to low-income families receiving or transitioning from temporary public assistance, in obtaining quality child care so they can work, or depending on their state's policy, attend training or receive education. The Personal Responsibility and Work Opportunity Act of 1996 requires states and territories to collect information on all family units receiving assistance through the CCDF and to submit monthly case-level data to the Child Care Bureau. States are permitted to report case-level data for the entire population or a sample of the population, under approved sampling guidelines.

GENERAL OBSERVATIONS

1. The CCDF Program is a Block Grant Program

The CCDF Program is a Block Grant Program, which means that States have considerable latitude in how they apply Program Guidelines and administer the Program.

2. Data are Working Administrative Data

The case-level data submitted by States in their ACF-801 reports are administrative data, and not survey data. These data are provided by families, entered by caseworkers into existing State IT systems, and then extracted to conform to ACF-801 reporting requirements. These data have not been "sanitized" in any way. The Child Care Bureau's policy is never to modify, correct, or clean data received from States.

3. CCDF-funded Families and Children versus ALL Families and Children

Some States submit case level data for only the families and children funded by CCDF in their ACF-801 report; other States submit case level data for all families and children receiving subsidized care under their State Program, regardless of the source of funding. The numbers of families and children submitted in the ACF-801 report, regardless of the population they represent, are referred to as the unadjusted counts.

4. Pooling Factors and Adjusted Counts.

CCDF, in its Report to Congress, is required to report the number of families and children served only with CCDF funds. Those States that include all families and children receiving subsidized child care – regardless of the funding source – are required to adjust their counts to represent the numbers of families and children served only by the CCDF grant. States do this by reporting a "pooling factor." The pooling factor is the percent of the total child care budget that comes from CCDF. (States that submit only CCDF-funded families and children on the ACF-801 reports have a pooling factor of 1). This percent is then applied to the total count of families and children served to determine the percent of families and children submitted in the ACF-801 reports that received

subsidized care funded by CCDF. As discussed above, the unadjusted counts of families and children are the actual counts of families and children submitted on the ACF-801 regardless of funding source. The unadjusted counts, multiplied by the pooling factor, yield the adjusted counts.

Thus, for a State that submits families and children from all funding sources and reports a pooling factor of 50% (.50), the adjusted count, that is, the numbers of families and children funded by CCDF, would be one half the numbers of families and children actually submitted on the ACF-801.

The calculation of the pooling factor is based on State financial data and assumes that the average cost of CCDF funded care and other subsidized care are the same. Additional information on the pooling factor is available at http://www.acf.dhhs.gov/programs/ccb/report/formhelp/techbull/tb01r-2_app_a.doc.

5. Full Population versus Sample States

Most States submit full-population data in their ACF-801 reports. A few, however, elect to submit sample data. The current guidance is that States should submit a minimum of 2,400 sample families per year, and that the sample size per month should be proportional to the caseload for that month.

6. States and Territories Included in the Research Connections Public Use Sample Data Sets

All 50 States, DC, Guam, Northern Mariana Islands, Puerto Rico, and the Virgin Islands were included in the FY 2007 Research Connections Public Use Sample Data Sets. American Samoa was not included because at the time the sample data sets were created, they had not yet submitted FY 2007 ACF-801 data. All other States and Territories reported the full 12 months.

7. Selecting Cases for the Research Connections Public Use Sample Data Sets

For States that submitted full population data in their ACF-801 reports, the Research Connections Public Use Sample Data Sets were created by selecting a random sample of families each month in proportion to the caseload for that month. The minimum of two hundred cases were selected for the month with the lowest caseload. For all other months, the number of cases to be selected was determined using the same proportion generated by the selection in the lowest caseload month (that is, 200/number of families in that month). Only the children of the families selected into the Public Use Sample are included in the child Public Use Data Set.

For the States that submitted sample data in their ACF-801 reports, all families and all children were included in the Public Use Sample Data Sets. For the Territories, all families and all children were also included.

8. Blank Data Elements

CCB guidance is that missing or unknown values for all data elements should be submitted as blanks. For many of the data elements, zero ('0') has a designated meaning. States should not use zero ('0') to mean missing or not reported, although some States continue to do so.

9. System and Extraction Default Values

CCB encourages States not to use any system defaults or extraction defaults. However, some States still use default values, particularly for the sources of income, ethnicity and race data elements.

SPECIFIC DATA ELEMENTS

1. **Single Parent**: For the purposes of CCDF, the single parent data element has to do with the number of legally and financially responsible adults in the household, ***not*** the marital status of the applicant. Single parent should be coded as "1" if there is only one parent living with a child who is legally and financially responsible for the child and there is no other adult legally and financially responsible for the child within the eligible family.

2. **Reason for Receiving Subsidized Care**: Each State has the discretion to define what constitutes Employment, Training/Education, Employment and Training/Education, Protective Services, and Other. The definitions of the categories are generally found in the State Plans.

3. **Total Monthly Copay for the Family**: Copay scales are State-specific and are reported at the family, not the child, level. States have the discretion to waive copays entirely.

4. **Start Date**: Start Date is defined as the earliest date at which the <u>family</u> began receiving subsidized child care. CCB guidance is that a new start date should be assigned to families after an interruption in service of 90 days or more. However, States do not always follow this guidance. Moreover, system changes and upgrades may override individual family start dates.

5. **Total Monthly Income**: This is the total amount of monthly income counted towards eligibility. Each State has the discretion to decide what sources of income should be counted towards eligibility. In the past, some States (or counties within States) have reported yearly income rather than monthly income.

6. **Sources of Income** (Employment, TANF, State Maintenance of Effort (State MOE), Housing, Food Stamps, Other Federal Cash Programs): All sources of income should be identified regardless of whether the State elects to count the particular source of

income towards eligibility. Some States erroneously use default values ('0') when sources of income are unknown or missing.

7. **Family Size**: This is the number of family members used for determining eligibility. Each State defines who should be included for the purposes of determining eligibility. In some States, IT system requirements have imposed artificial limits on the family size that can be entered.

8. **Hispanic/Latino Ethnicity of the Child**: In 2001, ethnicity was introduced as a new data element and officially separated from the race data element. Not all States have successfully made this transition. Some States still do not collect ethnicity and in some States it continues to be subsumed under race. Additionally, this data element is often not a required element, so that it may not be collected by caseworkers, or may be skipped during the data entry process. In some cases, States gather this information for the applicant, but not for the child (for whom it is required). Finally, the data element is often subject to the use of default values.

9. **Race (Native American, Asian, African American, Pacific Islander, White)**: These five data elements have multiple issues, some of which are the same as those identified for ethnicity. First, not all States collect and extract the required race questions. Second, ethnicity is occasionally subsumed under race. Third, these five data elements are often subject to the use of defaults, specifically '0'. Thus, even though race may be a fully reported data element – that is, there are no blanks – certain individuals may have no race positively reported, with all of the race elements defaulting to '0' or "no". Finally, some State systems do not allow for more than one race per child, and so do not report multiracial children.

10. **Care Type**: The definitions of each particular care-type are determined at the State level. Additionally, not all States capture information about all care type categories – particularly with regard to relative/non-relative care.

11. **Hours**: Some States report authorized rather than actual hours. Some States also report hours in blocks – for example, 8 hours for full day care, and 4 hours for half-day care.

12. **Payment (Cost)**: CCB guidance in FY 2006 is that this data element should be the full amount paid to the provider each month (CCDF subsidy + copay). However, some States still do not include the family copay to the provider.

KEY DATA INCONSISTENCIES

1. Many States, and many families, have apparent inconsistencies between Reason for Receiving Subsidized Child Care, Total income for Determining Eligibility, and Sources of Income. These inconsistencies may be real inconsistencies, or they may be the result of State definitions and policies. For example, a family reports employment as reason for care, but has zero income and indicates that employment is

not a source of income. It might be that there is a true inconsistency between the data elements; or it could be that the State definition of employment *includes looking for work (job search),* in which case the reason for care and income variables are not truly inconsistent.

2. There also appear to be inconsistencies between Single Parent, Reason for Receiving Subsidized Child Care, and Family Size. Again, these inconsistencies may reflect true error, or may reflect differences in policies regarding how States define, code, and extract protective services and foster care cases.

STATE ISSUES FOR FY 2008

1. **ARKANSAS –** Arkansas did not report school-aged children. (School-aged children represent about 25% of the children receiving subsidized child care in Arkansas).

2. **CONNECTICUT** – Connecticut did not report most families and children served through contracted center care. (Almost 40% of the children served in Connecticut are served by contracted center care.)

3. **PENNSYLVANIA –** Pennsylvania changed from a sample to a full population State.

Weight Information
To obtain representative national statistics, weighted statistics must be generated using the number of families and children served as the weighting factor. Sampling weight adjustments have been included in the files, where applicable. Children from the same state get the same weight and results reflect the entire sample size of the US and territories.

There are two weight variables available for analysis: A_FCHWT and U_FCHWT. A description of these weights is provided below:

- A_FCHWT: Annual Adjusted Weight for Families/Children Served.
  This sampling weight adjustment accounts for the pooling factor and weights the data by the number of families and children served by CCDF in each state/national.

- U_FCHWT: Annual Unadjusted Weight for Families/Children Served.
  This sampling weight adjustment **does not** account for the pooling factor and weights the data by the number of families and children served from all reported funding sources in each state/national.

Technical Documentation
Users of these data are **strongly encouraged** to read through the accompanying technical documentation file for further discussion of methods by which to obtain weighted statistics and for guidance with the use of these methods for proper analysis of these data.

FAMILY RECORDS (N = 149,820)		
Variable Name	**Data Type**	**Description (also see Technical Bulletin 3)** http://www.acf.dhhs.gov/programs/ccb/report/formhelp/techbull/tb03r.htm
STATE	String	State Abbreviation
FAMID	Numeric	Unique system generated Identifier for family records. The same family will have a different number in different months.
FREPORT	Numeric	Year/month of report period (from Summary Record) in YYYYMM format.
SINGPAR	Numeric	Is head of household a single parent? (1=Yes, 0=No, 9= Child Head of Household)
REASON	Numeric	Reason for receiving subsidized child care (1 = Employment, 2 = Education/Training, 3 = Employment and Education/Training, 4 = Protective Services, 5 = Other)
COPAY	Numeric	Total monthly co-payment by family
DATEST	Numeric	Year/Month child care assistance started in YYYYMM format.
INCOME	Numeric	Total monthly income for determining eligibility
INCEMP	Numeric	Income source: Employment, including self-employment (1=Yes, 0=No)
INCTANF	Numeric	Income source: Title IV of the Social Security Act (TANF) (1=Yes, 0=No)
INCSTPRG	Numeric	Income source: State program for which state spending is counted towards TANF MOE (1=Yes, 0=No)
INCHOUS	Numeric	Income source: Housing voucher or cash assistance (1=Yes, 0=No)
INCFDST	Numeric	Income source: Assistance under the Food Stamps Act of 1977 (1=Yes, 0=No)
INCOTHER	Numeric	Income source: Other Federal Cash Income (1=Yes, 0=No)
FAMILYSZ	Numeric	Number of family members upon which eligibility is based

CHILD RECORDS (N = 252,650)		
Variable Name	**Data Type**	**Description**
STATE	String	State Abbreviation
CHID	Numeric	Unique identifier for children records within Report Month
FAMID	Numeric	Unique Identifier for family records within Report Month
CREPORT	Numeric	Month/year of report period (from Summary Record) in YYYYMM format. (Same as in Family File)
HISPANIC	Numeric	Ethnicity: Is child Hispanic or Latino? (1=Yes, 0=No)
NATIVE	Numeric	Race: Is child American Indian or Alaskan Native? (1=Yes, 0=No)
ASIAN	Numeric	Race: Is child Asian? (1=Yes, 0=No)
BLACK	Numeric	Race: Is child Black or African American? (1=Yes, 0=No)
ISLANDER	Numeric	Race: Is child Native Hawaiian or Pacific Islander? (1=Yes, 0=No)
WHITE	Numeric	Race: Is child White? (1=Yes, 0=No)
CH_SEX	Numeric	Gender (1=Male 2=Female)
CD_DOB	Numeric	Year and Month of Child's Birth in YYYYMM format

SETTING RECORDS (N = 265,954)		
Variable Name	**Data Type**	**Description**
STATE	String	State Abbreviation same as in Family File
SETID	Numeric	Unique identifier for setting records within Report Month
CHID	Numeric	Unique identifier for children records same as in Child File within Report Month
FAMID	Numeric	Unique Identifier for family records same as in Family File within report Month
REPORT	Numeric	Year/month of report period in YYYYMM format same as in Family File
CARETYPE	Numeric	Type of child care setting (1 = Licensed In Home, 2 = Licensed Family, 3 = Licensed Group Home, 4 = Licensed Center, 5 = Legal In Home by Non-Relative, 6 = Legal In Home by Relative, 7 = Legal Family by Non-Relative, 8 = Legal Family by Relative, 9 = Legal Group Home by Non-Relative, 10 = Legal Group Home by Relative, 11 = Legal Center)
PAYMENT	Numeric	Total amount paid to provider during reporting month (includes Copay)
HOURS	Numeric	Total number of hours child received care in setting during reporting month

SUMMARY RECORDS (N = 672)		
Variable Name	**Data Type**	**Description**
STATE_ABREV	String	State Abbreviation same as in Family File
SRPT_YEAR_MO	Numeric	Month/year of report period in YYYMM format same as in Family File Month being reported.
NUMFAMS	Numeric	The unadjusted number of families served during the reporting month (see Technical Bulletin # 4, http://www.acf.dhhs.gov/programs/ccb/report/formhelp/techbull/tb04r.htm)

POOLING FACTOR (N = 56)		
Variable Name	**Data Type**	**Description**
FISCALYR	Numeric	Fiscal year of pooling factor
STATENAME	String	State Name
SAMPLEFULLPOP	String	="Sample" if Grantee (State) only provided sample data and the samples in this database were generated by the Grantee
POOLFCTR	Numeric	Percentage or ratio of child care funds that are provided by CCDF relative to all subsidized child care funding for families reported on the ACF-801. For nearly all Grantees, the ACF-800 and the ACF-801 report on the same universe of families and children and thus the pooling reported on the ACF-800 is applicable to the ACF-801. See Technical Bulletin #1. http://www.acf.dhhs.gov/programs/ccb/report/formhelp/techbull/tb01r-2.htm data element 17 and 18.
STATE	String	State Abbreviation same as in Family File
REGION	Numeric	Federal HHS region of the Grantee
STATEFIPS	Numeric	State FIPS code of the Grantee

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Variable Description and Frequencies

Note: Frequencies displayed for the variables are not weighted. They are purely descriptive and may not be representative of the study population. Please review any sampling or weighting information available with the study.

Summary statistics (minimum, maximum, mean, median, and standard deviation) may not be available for every variable in the codebook. Conversely, a listing of frequencies in table format may not be present for every variable in the codebook either. However, all variables in the dataset are present and display sufficient information about each variable. These decisions are made intentionally and are at the discretion of the archive producing this codebook.

Child Care and Development Fund Administrative Data, Federal Fiscal Year 2008

Setting Records

STATE	Unique State Identification Code

Location: 1-2 (width: 2; decimal: 0)

Variable Type: character

Value	*Label*	*Unweighted Frequency*	*%*
AK	Alaska	4233	1.6 %
AL	Alabama	5094	1.9 %
AR	Arkansas	4534	1.7 %
AS	American Samoa	8987	3.4 %
AZ	Arizona	4322	1.6 %
CA	California	4245	1.6 %
CO	Colorado	4636	1.7 %
CT	Connecticut	3979	1.5 %
DC	District of Columbia	3456	1.3 %
DE	Delaware	4232	1.6 %
FL	Florida	4068	1.5 %
GA	Georgia	5167	1.9 %
GU	Guam	6091	2.3 %
HI	Hawaii	4415	1.7 %
IA	Iowa	5418	2.0 %
ID	Idaho	5207	2.0 %
IL	Illinois	4637	1.7 %
IN	Indiana	6101	2.3 %
KS	Kansas	4594	1.7 %
KY	Kentucky	4560	1.7 %
LA	Louisiana	4007	1.5 %
MA	Massachusetts	3609	1.4 %
MD	Maryland	4337	1.6 %
ME	Maine	4272	1.6 %
MI	Michigan	5020	1.9 %
MN	Minnesota	5100	1.9 %
MO	Missouri	4412	1.7 %
MP	Northern Mariana Islands	4138	1.6 %
MS	Mississippi	5007	1.9 %
MT	Montana	4591	1.7 %
NC	North Carolina	6899	2.6 %
ND	North Dakota	4443	1.7 %
NE	Nebraska	5639	2.1 %

Value	*Label*	*Unweighted Frequency*	*%*
NH	New Hampshire	3734	1.4 %
NJ	New Jersey	4394	1.7 %
NM	New Mexico	4708	1.8 %
NV	Nevada	4372	1.6 %
NY	New York	4237	1.6 %
OH	Ohio	7194	2.7 %
OK	Oklahoma	4340	1.6 %
OR	Oregon	5251	2.0 %
PA	Pennsylvania	4639	1.7 %
PR	Puerto Rico	3706	1.4 %
RI	Rhode Island	4483	1.7 %
SC	South Carolina	4449	1.7 %
SD	South Dakota	4173	1.6 %
TN	Tennessee	4927	1.9 %
TX	Texas	4830	1.8 %
UT	Utah	4755	1.8 %
VA	Virginia	4335	1.6 %
VI	Virgin Islands	5376	2.0 %
VT	Vermont	3916	1.5 %
WA	Washington	5452	2.0 %
WI	Wisconsin	4655	1.8 %
WV	West Virginia	4301	1.6 %
WY	Wyoming	4277	1.6 %

Based upon 265954 valid cases out of 265954 total cases.

SETID	**Setting ID Number**

Location: 3-14 (width: 12; decimal: 0)

Variable Type: numeric

Based upon 265954 valid cases out of 265954 total cases.

- Mean: 170879731.78
- Minimum: 152101962.00
- Maximum: 224021194.00
- Standard Deviation: 11919761.60

CHID	**Child ID Number**

Location: 15-26 (width: 12; decimal: 0)

Variable Type: numeric

Based upon 265954 valid cases out of 265954 total cases.

- Mean: 156748029.75
- Minimum: 139310738.00
- Maximum: 206045916.00
- Standard Deviation: 11017406.50

FAMID	Family ID Number

Location: 27-38 (width: 12; decimal: 0)

Variable Type: numeric

Based upon 265954 valid cases out of 265954 total cases.

- Mean: 89273560.75
- Minimum: 79084996.00
- Maximum: 118149792.00
- Standard Deviation: 6420088.49

REPORT	Month/year of report period YYYYMM

Location: 39-44 (width: 6; decimal: 0)

Variable Type: numeric

Value	*Unweighted Frequency*	*%*
200710	22401	8.4 %
200711	22406	8.4 %
200712	22027	8.3 %
200801	22268	8.4 %
200802	22251	8.4 %
200803	22186	8.3 %
200804	22234	8.4 %
200805	22563	8.5 %
200806	22485	8.5 %
200807	21718	8.2 %
200808	22433	8.4 %
200809	20982	7.9 %

Based upon 265954 valid cases out of 265954 total cases.

- Mean: 200781.36
- Median: 200803.00
- Mode: 200805.00
- Minimum: 200710.00
- Maximum: 200809.00
- Standard Deviation: 40.83

CARETYPE	Type of Child Care Setting

Location: 45-46 (width: 2; decimal: 0)

Variable Type: numeric

Range of Missing Values (M): -1

Value	*Label*	*Unweighted Frequency*	*%*
1	Licensed/regulated in-home child care	681	0.3 %
2	Licensed/regulated family child care	38889	14.6 %
3	Licensed/regulated group home child care	15180	5.7 %
4	Licensed/regulated center based care	157424	59.2 %
5	Legally operating in-home care provided by a non-relative	4532	1.7 %
6	Legally operating in-home care provided by a relative	7759	2.9 %
7	Legally operating family child care by a non-relative	15526	5.8 %
8	Legally operating family child care provided by a relative	18304	6.9 %
9	Legally operating group home child care by a non-relative	36	0.0 %
10	Legally operating group home child care by a relative	3	0.0 %
11	Legally operating center-based care	6771	2.5 %
-1 (M)	MISSING DATA	849	0.3 %

Based upon 265105 valid cases out of 265954 total cases.

- Mean: 4.35
- Median: 4.00
- Mode: 4.00
- Minimum: 1.00
- Maximum: 11.00
- Standard Deviation: 1.89

PAYMENT **Total amount paid to provider during reporting month**

Location: 47-50 (width: 4; decimal: 0)

Variable Type: numeric

Range of Missing Values (M): -1 , 0

Value	*Label*
-1 (M)	MISSING DATA
0 (M)	MISSING DATA

* Frequencies not displayed for this variable.

Based upon 265118 valid cases out of 265954 total cases.

- Mean: 348.08
- Minimum: 1.00
- Maximum: 1994.00
- Standard Deviation: 199.80

HOURS **Total number of hours child received care in setting during reporting month**

Location: 51-53 (width: 3; decimal: 0)

Variable Type: numeric

Range of Missing Values (M): -1

Value	*Label*
-1 (M)	MISSING DATA

* Frequencies not displayed for this variable.

Based upon 261815 valid cases out of 265954 total cases.

- Mean: 137.23
- Minimum: 1.00
- Maximum: 372.00
- Standard Deviation: 62.19