



DEPARTMENT OF THE NAVY  
HEADQUARTERS, UNITED STATES MARINE CORPS  
3280 RUSSELL ROAD  
QUANTICO, VA 22134-5103

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1710  
MFY-3

22 JUL 2013

From: Commandant of the Marine Corps  
To: Distribution List

Subj: USMC CHILDREN, YOUTH AND TEEN PROGRAMS FURLOUGH RELIEF  
FEE REDUCTION PROGRAM

Encl: (1) Department of Defense Child Development Program Fee  
Adjustments During Fiscal Year 2013 Furlough Memo

1. On 14 May 2013, the Secretary of Defense directed a DoD-wide furlough with an effective period of 8 July 2013 through 30 September 2013. The enclosure defines policy for Child Development Centers (CDC) and School-Age Care (SAC) Programs during this furlough period.

2. DoD Appropriated Funds (APF) and Non-Appropriated Funds (NAF) civilians using USMC Children, Youth and Teen Programs (CYTP) may refer to the furlough policy for clarification. This policy will be rescinded once the FY13 furlough ends or no later than 30 September, 2013.

3. The point of contact is Ms. Belynda Smith, Section Head, HQMC Children, Youth and Teen Programs (MFY-3) at DSN: 278-9553, commercial (703) 784-9553 or email belynda.smith@usmc.mil.

K. J. LEWIS  
Director  
Marine and Family  
Programs Division  
Acting

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JUL 12 2013

MEMORANDUM FOR ASSISTANT SECRETARY OF THE ARMY  
(MANPOWER AND RESERVE AFFAIRS)  
ASSISTANT SECRETARY OF THE NAVY  
(MANPOWER AND RESERVE AFFAIRS)  
ASSISTANT SECRETARY OF THE AIR FORCE  
(MANPOWER AND RESERVE AFFAIRS)  
DIRECTOR, DEFENSE LOGISTICS AGENCY

SUBJECT: Department of Defense Child Development Program (CDP) Fee Adjustments  
During Fiscal Year 2013 Furlough

Section 1793(a) of title 10, United States Code requires the Department of Defense (DoD) to prescribe uniform fee regulations for Child Development Centers (CDC) and School-Age Care (SAC) Programs. Fees are based on total family income (TFI) and apply to all children who attend on a regular basis. As a result of the DoD-wide furlough action, many families will experience a reduction in their TFI; therefore, the following policy will apply during the Fiscal Year 2013 (FY13) furlough period (July 8, 2013 – September 30, 2013).

- Families may continue with no changes to child development program utilization time or fee structure.
- Families may reduce their program usage during their scheduled furlough day at a 20% reduction in weekly fee based on one furlough day per week. In the event that more than one furlough day is scheduled in a single week, the weekly fee will be adjusted accordingly.
- Families may request a TFI review based on furlough impact to potentially receive a fee reduction with no change in child development program utilization.

Families must provide the CDP personnel written notification of their furlough schedule and plans to use the program. This policy will be rescinded once the FY13 furlough ends or no later than September 30, 2013.

My point of contact for this policy is Ms. Barbara Thompson, Director, Office of Family Policy/Children and Youth. She may be reached by email at [barbara.thompson@osd.mil](mailto:barbara.thompson@osd.mil).

F. E. Vollrath