City of Culver City

Staff Report

File #: 27-65, **Version:** 1 **Item #:** A-3.

(1) Receive and File the Presentation on the Childcare Subsidy Program; (2) If Desired, Consider Creating a "Childcare Subsidy Ad Hoc Subcommittee" and; (3) If Desired, Appoint Two PRCS Commission Members to the Newly Formed Ad Hoc Subcommittee.

Meeting Date: July 7, 2026

Contact Person/Dept: Adrian Cobian/PRCS Department
Phone Number: (310) 253-6750

Fiscal Impact: Yes [X] No [] **General Fund:** Yes [X] No []

Public Hearing: [] **Action Item:** [X] **Attachments:** Yes [X] No []

Public Notification: (E-mail) Meetings and Agendas - Parks, Recreation and Community Services Commission (07/02/2026); (E-mail) Parks, Recreation & Community Service Department Updates (07/02/2026)

Department Approval: Tomás Herrera-Mishler, PRCS Director (07/02/2026)

RECOMMENDATION

Staff recommends that the Parks, Recreation and Community Services (PRCS) Commission (1) receive and file a presentation on the Childcare Subsidy Program; (2) if desired, consider creating a "Childcare Subsidy Ad Hoc Subcommittee" and; (3) if desired, appoint two PRCS Commission members to the newly formed ad hoc subcommittee.

BACKGROUND

During the City Council Regular Meeting held on May 26, 2026 during item PH-2, Adoption of a Resolution Approving and Adopting the Parks, Recreation, and Community Services Department Update to the Comprehensive Fee Schedule for Fiscal Year 2026-2027, community member Tamar Fuhrer asked City Council that the proposed fees for the Culver City After School Program (CCARP) be frozen pending further consideration. Council directed staff to return with additional information regarding the proposed fee increases and to develop a hardship assistance program for income-qualified families participating in the program.

In response to City Council's direction, PRCS staff evaluated existing childcare assistance models offered by neighboring agencies, including the City of Santa Monica and the City of El Segundo, and reviewed eligibility guidelines and best practices utilized by the Office of Child Development. Staff also reviewed state and county income eligibility standards, documentation requirements, and prioritization criteria commonly used for publicly funded childcare assistance programs. The proposed Childcare Subsidy Program has been developed using these established practices while considering available City resources, anticipated program demand, and the operational needs of CCARP.

DISCUSSION

The proposed Childcare Subsidy Program is intended to provide financial assistance to income-qualified families while maintaining the fiscal sustainability of the Culver City After School Recreation Program. The program establishes a standardized application, eligibility verification process, and prioritization system to ensure that available subsidy funding is distributed fairly and transparently.

Under the proposed program, applicants must have a child enrolled in one of the four Culver City Unified School District (CCUSD) elementary schools currently served by CCARP, meet the program's age requirements, and provide documentation verifying eligibility. Eligibility is based on one of three priority categories:

- Category 1 : Families experiencing homelessness, residing in emergency shelter, families referred through Child Protective Services or another qualifying social service agency, and children in foster care.
- Category 2: Income-qualified households based on family size and gross household income using established income thresholds.
- Category 3: Families currently receiving qualifying public assistance benefits, including CalFresh, WIC, SNAP, or free CCUSD meals.

Priority for available subsidy funding would be provided in that order, subject to available funding and program capacity.

The proposed subsidy structure provides varying levels of financial assistance based on demonstrated need. Families qualifying under Category One would receive a full childcare subsidy while they continue to meet eligibility requirements. Families qualifying under

Category Two would be eligible to receive up to 50 percent subsidy based on household income. Household income is based on the Los Angeles County Lowest Gross Monthly Income from 2025. Family size is determined by the total number of children and adults in the household.

FAMILY SIZE	FAMILY MONTHLY INCOME
1 person	$35,000 a year---<$2,917/month
2 persons	$40,000 a year---<$3,333/month
3 persons	$45,000 a year---<$3,750/month
4 persons	$50,000 a year---<$4,167/month
5 persons	$54,000 a year---<$4,500/month
6 persons	$58,000 a year---<$4,833/month

Families qualifying under Category Three would be eligible to receive up to a 15 percent subsidy while receiving qualifying public assistance benefits.

To ensure continued eligibility, participating families would be required to notify PRCS staff of changes in household income, housing status, referral services, or public assistance benefits within 15 days of the change. Participants would also be required to maintain at least 80 percent attendance in the program each month. PRCS staff would conduct quarterly eligibility reviews to verify continued program qualification. The proposed Parent Handbook establishes enrollment procedures, documentation requirements, participant responsibilities, attendance expectations, and circumstances that may result in termination from the subsidy

program. The handbook is intended to provide consistency in program administration and ensure that applicants understand the requirements for participation. The handbook, application, and code of conduct are currently being reviewed by the City Attorney's Office in preparation for City Council approval and may result in changes to the described program.

Funding for the subsidy program would be limited to the amount appropriated through the City's annual budget process. As a result, meeting eligibility requirements does not guarantee enrollment or receipt of a subsidy. The proposed Childcare Subsidy Program is designed to balance City Council's goal of increasing affordability for families with demonstrated financial need while maintaining the long-term financial sustainability of the Culver City After School Recreation Program. It also establishes a consistent and transparent framework for determining eligibility and administering financial assistance in future program years.

FISCAL IMPACT

During the City Council Regular Meeting on June 8, 2026, City Council approved an ongoing increase of $100,000 to the FY 2026-27 budget for the Parks, Recreation, and Community Services After School Program, account (10130233). The additional funding is intended to increase current service levels by supporting adequate staffing, program supplies, and funding the Childcare Subsidy Program. The portion of the funding that will be allocated to the Childcare Subsidy Program has not yet been determined.

ATTACHMENT

1. 2026-07-07 - ATT 1 PRCSC Childcare Subsidy

MOTIONS

That the Parks, Recreation and Community Services Commission:

1. Receive and file the presentation on the Childcare Subsidy Program and,
2. If desired, consider creating a "Childcare Subsidy Ad Hoc Subcommittee" and,
3. If desired, appoint two PRCS Commission members to the newly formed ad hoc subcommittee.