

**SUBJECT: Childcare for Official Family Readiness Group (FRG) Meetings**

1. Purpose. To provide information and guidance on childcare policies for official FRG meetings for deployed units.

2. Facts.

a. Installation Management Command (IMCOM) released Operational Guidance, Family Readiness Group Child Care in March 2014. The FRG child care funding is available to pay for child care provided by Child, Youth and School Services (CYSS) located on Army Garrisons to encourage attendance at official FRG meetings in support of the FRG mission. Participation in FRG meetings by members enhances military and personal preparedness and Family readiness.

b. Child care for Family Readiness Group meetings is funded to facilitate participation in official Family Readiness Group meetings, for units that are in the deployed status in the Army Force Generation cycle. Activities that are not funded include fundraising, training, steering committee meetings or social events.

c. Family Readiness Groups should coordinate childcare request through an Army Community Service Liaison Officer (LNO) no later than ten working days prior to meeting time. The request for will be signed by the Battalion Commander and include the meeting agenda.

d. Names of children needing care should be received no later than 72 hours prior to the scheduled meeting to CYSS. Cancellations should be received no later than 48 hours prior to the meeting.

e. A copy of the sign in roster will be turned in to Army Community Service no later than 2 working days after the meeting.

d. ACS and CYSS will monitor no-shows. FRG members who misuse this program may be denied child care for future FRG meetings or required to pay for child care prior to reinstating services.

3. The Family Readiness Group (FRG) mission is to act as an extension of the unit in providing official, accurate command information, mutual support between the command and the FRG membership; advocate more efficient use of community resources; and help Families solve problems at the lowest level.

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