



**DEPARTMENT OF THE ARMY**  
**US ARMY INSTALLATION MANAGEMENT COMMAND**  
**2405 GUN SHED ROAD**  
**JOINT BASE SAN ANTONIO, TEXAS 78234-1223**

REPLY TO    REPLY TO  
                ATTENTION OF

IMWR-CY

1 June 2020

MEMORANDUM THRU U.S. Army Installation Management Command (IMCOM) 2405 Gun Shed Road, Suite 1200, Joint Base San Antonio, Fort Sam Houston, Texas 78234-1223

Dear Patron,

1. On 1 June 2020 the Army will implement an updated School Year (SY 19-20) Army Child & Youth Fee Policy as required by the SY 19-20 Department of Defense (DoD) Child Care Fee Policy.
2. *The major changes in the SY 2019-20 Army Child and Youth Fee Policy include:*
  - A 2-hour no-show hourly rate may be implemented for hourly care
  - Transportation fees may be charged when CYS Services is transporting children to and from school. Parent fees may not be used to pay for school transportation. Fees will be determined upon receipt of IMCOM guidance.
  - Updates were made to the Army Fee Assistance Program and the Family Child Care subsidy program.
4. Please contact Parent Central Services to address any issues or concerns.
6. Point of contact for this memorandum is Ms. Annette Bell, Outreach Services Director, at 845-938-3969.

A handwritten signature in black ink, appearing to read "Lisa Watson", is located above the typed name.

Lisa Watson  
CYS Coordinator