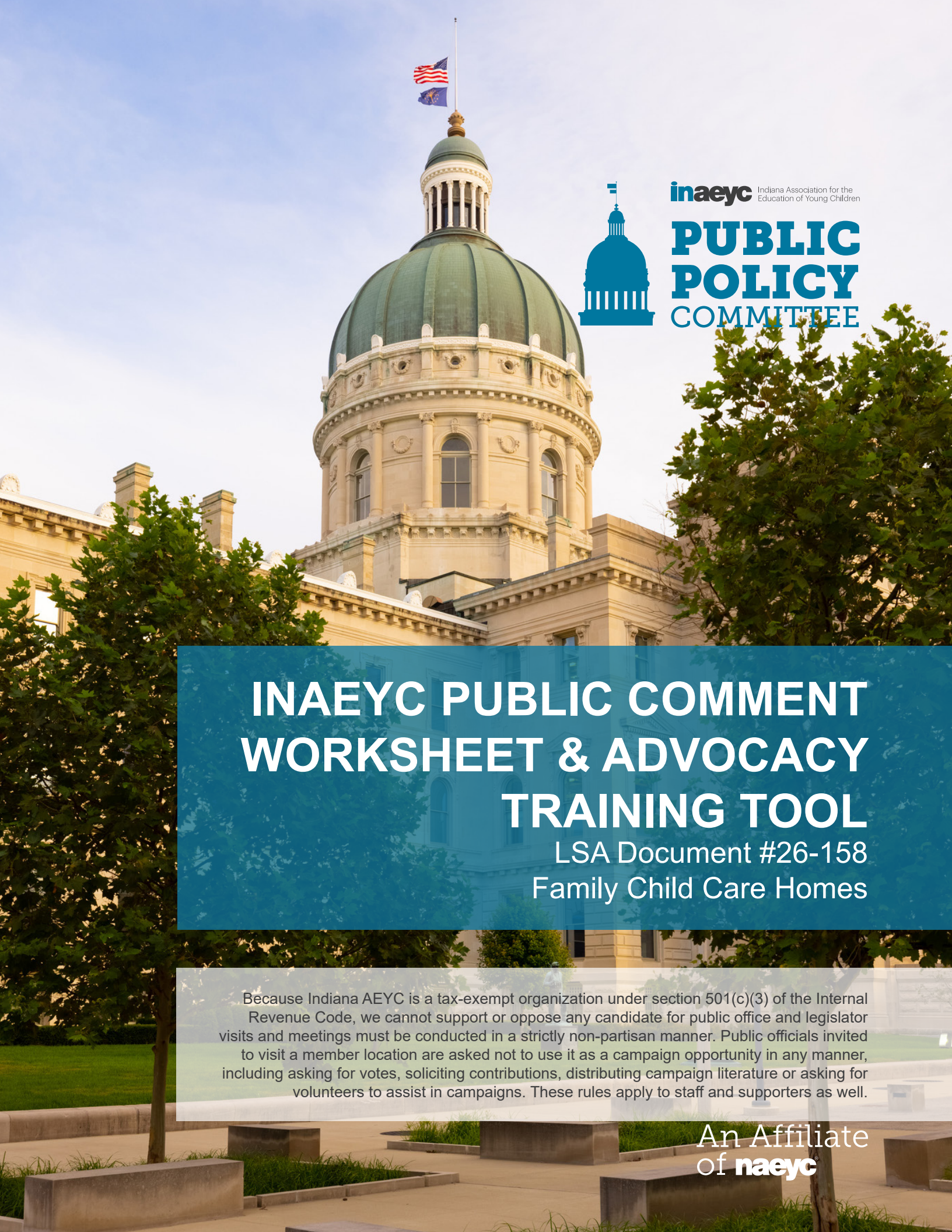

inaeyc Indiana Association for the Education of Young Children

PUBLIC POLICY COMMITTEE

# INAEYC PUBLIC COMMENT WORKSHEET & ADVOCACY TRAINING TOOL

## LSA Document #26-158
## Family Child Care Homes

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# INAEYC PUBLIC COMMENT WORKSHEET & ADVOCACY TRAINING TOOL
# LSA Document #26-158 – Family Child Care Homes

## INTRODUCTION

The INAEYC Public Comment Worksheet & Training Tool is designed to help members craft clear, informed, and persuasive public comments regarding **LSA Document #26-158**, which addresses rules for **Family Child Care Homes (470 IAC 3-1)**.

This rulemaking, led by the **Indiana Family & Social Services Administration (FSSA), Division of Family Resources (DFR) / Office of Early Childhood & Out-of-School Learning**, aims to **update regulations to align with modern practices and federal requirements, provide clarification, and reduce regulatory burden on providers**.

Because these policies directly impact children, families, and family child care providers, it is essential that feedback from those with lived and professional experience is both thoughtful and actionable.

This tool guides users step-by-step through the public comment process, ensuring that each response explains not only **why an issue matters**, but also **what the potential consequences may be if the rule is implemented as written**. By encouraging the use of real-world examples and aligning feedback with key policy considerations, such as safety, access, cost, and workforce impact—this worksheet helps strengthen advocacy efforts and elevate the voices of the early childhood community.

Whether you are a provider, educator, parent, or advocate, your input plays a critical role in shaping policies that affect the **quality, availability, and sustainability of family child care**.

## HOW TO USE THIS TOOL

Use this worksheet to build a strong, effective public comment.

**Strong comments clearly explain:**

- **WHY this matters** (impact on children, families, providers)
- **WHAT HAPPENS NEXT** if the rule is implemented as written

**Tip:** Use your real-world experiences—specific examples are powerful.

## STEP 1: CONTACT INFORMATION (REQUIRED)

**Date:**

**Send to:**
Amanda DeRoss
FSSA Office of General Counsel
402 W. Washington St., Room W451
Indianapolis, IN 46204

**Email:** fssarulecomments@fssa.in.gov

**Subject Line:** LSA Document #26-158

## STEP 2: YOUR INTRO

Dear Ms. DeRoss,

My name is _____ and I am a:

☐ Family child care provider
☐ Early childhood educator
☐ Other: _____
☐ Parent
☐ Advocate

I am writing regarding **LSA Document #26-158 (Family Child Care Homes rules, 470 IAC 3-1).**

My experience in early childhood education includes:

_____
_____
_____

## STEP 3: YOUR OVERALL POSITION

☐ I support the proposed rule
☐ I support some of the changes
☐ I support with changes
☐ I oppose the proposed rule
☐ I oppose some of the changes

**Summary of your position:**

_____
_____
_____

## STEP 4: POLICY IMPACT CHECK (CORE ANALYSIS TOOL)

Use these guiding questions (commonly used by agencies) to strengthen your comment.

Select at least one and explain both **"why"** and **"what happens next"**:

1. Does this improve child safety?
2. Does this increase or decrease access to family child care?
3. Does this increase or decrease provider retention?
4. What is the cost to providers?
5. Will it worsen workforce shortages?
6. Is the requirement practical for home-based providers to implement?
7. Are there unintended consequences for small or rural providers?
8. What changes could reduce burden while maintaining quality?

Your analysis:

_____

_____

_____

## STEP 5: SPECIFIC RULE FEEDBACK

### Family Child Care Home Rule Updates (470 IAC 3-1)

What works well: _____

Concerns:_____

What happens if unchanged:_____

_____

Your recommendation:_____

_____

Specific Citations (if applicable)

### 470 IAC 3-1 – [Insert specific section if known]

1. Why:_____
2. What happens next: _____

3. Recommendation:_____

**STEP 6: REAL-WORLD EXAMPLE (HIGHLY ENCOURAGED)**

Describe a real situation from your program, home, or community:

_____

_____

*This is often the most persuasive part of your comment.*

**STEP 7: FINAL STATEMENT**

Thank you for the opportunity to provide input. I appreciate the effort to update rules to reflect modern practices, clarify expectations, and reduce regulatory burden while maintaining safe, high-quality, and accessible family child care.

I respectfully urge consideration of the feedback above.

Sincerely,

**Name:** _____
**Program/Organization (optional):** _____
**Email/Phone (optional):** _____