



City of Chicago
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Chicago Department of
Children and Youth Services

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Commissioner

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To: Head Start/Early Head Start/ Child Care
Executive/Program Directors

From: Loukisha Smart-Pennix
Director
Children Services Division

Date: January 19, 2007

Subject: NON DCFS CLIENT SPECIAL CASE APPLICATIONS

Due to budgetary restrictions, the Department of Children and Youth Services will no longer accept new Illinois Department of Children and Family Services (DCFS) special cases applications for **non DCFS clients**. This new protocol will become effective **February 1, 2007**.

Please note that information regarding whether the department will continue accepting re-determinations for previously approved special cases applications will be forthcoming.

Thank you for your continued commitment to children and families.

cc: Mary Ellen Caron
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