



OFFICE OF THE STATE SUPERINTENDENT OF EDUCATION

DC Child Care Subsidy Program Point of Contacts

Subsidized child care providers are supported by assigned subsidy team members. This document explains the role of each team and when providers should contact them. If you are unsure of your assigned education services monitor, attendance monitor or eligibility monitor or have general questions related to the DC Child Care Subsidy Program, email OSSE.Subsidy@dc.gov.

DC Child Care Subsidy Program			
Name	Role	Email	When to Contact
Alison Waddy	Subsidy Program Manager	Alison.Waddy@dc.gov	<ul style="list-style-type: none"> To elevate all concerns/complaints related to the DC Child Care Subsidy Program (OSSE Subsidy Agreement, Attendance, and Eligibility teams and Department of Human Services [DHS] Child Care Services Division [CCSD])
Subsidy Agreement Team			
Name	Role	Email	When to Contact
Stormy Stringer	Supervisory Education Services Monitor	Stormy.Stringer@dc.gov	<ul style="list-style-type: none"> For all subsidy agreement related concerns
Erica Adams	Program Support Assistant	Erica.Adams@dc.gov	<ul style="list-style-type: none"> To add a new facility in the subsidy program To request paid facility closures To complete annual agreement
Vivian Smith	Education Services Monitor	Vivian.Smith@dc.gov	

Robin Wallace	Education Services Monitor	Robin.Wallace2@dc.gov	<ul style="list-style-type: none"> monitoring To renew your subsidy agreement
Monica Smith	Subsidy Temp	Monica.Smith@dc.gov	<ul style="list-style-type: none"> For support with completing an initial or expansion subsidy provider application.
Subsidy Attendance Team			
Name	Role	Email	When to Contact
Toya Thompson	Supervisory Child Care Eligibility Monitor	Toya.Thompson@dc.gov	<ul style="list-style-type: none"> For all traditional/non-traditional attendance and pay statements concerns
Tameka Jones	Attendance Monitor	Tameka.Jones@dc.gov	<ul style="list-style-type: none"> To request OSSE Attendance Tracking System (OATS) credentials To request pay statements To submit attendance using OATS
Janie Olden	Attendance Monitor	Janie.Olden@dc.gov	
Christina Queen	Staff Assistant	Christina.Queen@dc.gov	
Subsidy Eligibility Team			
Name	Role	Email	When to Contact
Toya Thompson	Supervisory Child Care Eligibility Monitor	Toya.Thompson@dc.gov	<ul style="list-style-type: none"> For all child care eligibility, attendance, or payment related concerns.
Jennelle Grier-Vaughan	Child Care Eligibility Monitor	Jennelle.Grier-Vaughan@dcdgov	<ul style="list-style-type: none"> To submit an error report for under/over payment To return a signed recoupment plan To complete annual eligibility review (Level II providers only) For support with child care eligibility case files and determinations.
Michelle Hood	Child Care Eligibility Monitor	Michelle.Hood@dc.gov	
Darius Morris	Child Care Eligibility Monitor	Darius.Morris1@dc.gov	
Tahja Polk	Child Care Eligibility Monitor	Tahja.Polk@dc.gov	