



Governor's Office for Children  
Promoting the well-being of Maryland's children

State of Maryland Executive Department

Martin O'Malley  
Governor

Anthony Brown  
Lieutenant Governor

Anne Sheridan  
Interim Executive Director

**RESIDENTIAL CHILD CARE FACILITY  
EXPANSION REQUEST**

COMAR Regulation(s): 14.31.02.00

<b>Corporation:</b>	<b>Name of Program:</b>
<b>Address(es):</b>	

<b>Contact Name and Title:</b>	
<b>Phone:</b>	<b>Email:</b>
<b># of years licensed as RCCF:</b>	
<b>Licensing Coordinator Name/Phone:</b>	
<b>Population Served:</b>	<b>Current Licensed Capacity:</b>
<b>Current Census:</b>	<b># of additional beds being requested:</b>
<b>Address(es) of new sites:</b>	
<b>Description of the program expansion requested:</b>	

<b>Will any changes be made to program services?</b> Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>If yes, explain:</b>
<b>Has this program been under any sanctions/corrective actions within the last year?</b> Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>If yes, explain:</b>

Attach the following:

- Copy of current license
- Letter of support from Core Service Agency (TGH only)
- Any additional documentation necessary to answer above questions

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**Program Administrator Name/Signature**

**Date**

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**SPE Use Only**

<b>Date Received:</b>	<b>Date Reviewed:</b>
<b>Approved</b> <input type="checkbox"/>	<b>Disapproved</b> <input type="checkbox"/>
<b>Reason for disapproval:</b>	

<b>Reviewer Name/Signature</b>	<b>Date</b>