



ADMINISTRATION FOR
CHILDREN & FAMILIES

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Child Tax Credit
Dear Colleague Letter

DATE: June 28, 2021
TO: ACF Grantees and Interested Parties
SUBJECT: Child Tax Credit
ATTACHMENT(S): [White House Statement](#)

Dear Colleague:

The Child Tax Credit in the [American Rescue Plan Act \(ARP\)](#), signed into legislation by the Biden-Harris Administration, provides the largest Child Tax Credit ever to America's working families. Most families will automatically receive monthly payments without having to take any action. As a grantee, we would like your help as we work to raise awareness of this significant tax relief for working families.

We request that ACF grantees and partners educate the families they serve about the Child Tax Credit and direct them to www.childtaxcredit.gov to learn more. Many of the families served by ACF programs are eligible for this crucial benefit that experts estimate will cut child poverty in half. Roughly 39 million households – covering 65 million children (nearly 90% of children in the United States) – will automatically receive the new child tax credit. We want to make sure all eligible families sign up for the benefit.

Please note that non-tax-filer parents can receive the July 2021 Child Tax Credit payment. Even if they did not file a 2019 or 2020 income tax return, they might still qualify for the new Child Tax Credit for up to \$3,600 per child. These families may need more targeted outreach and education about the payment. Please assist us in making sure families that did not file taxes last year know how to use the IRS's [Child Tax Credit Non-filer Sign-up Tool](#) to apply for the benefits.

We know that each of you has personally been affected by this pandemic. We hope that you and your families are remaining physically and emotionally healthy during these challenging times.

Thank you for your valuable support in sharing information in your states, tribes, and territories about this much-needed relief for parents, guardians and children living in poverty. ACF looks forward to working with you as we continue to educate American families about this new benefit.

Here is a [one-pager](#) with more information on where to send families for online and in-person support. Also, we are sharing some ways for you to engage and raise awareness in the weeks and months to come:

- Host or join events or Zoom calls at family centers, houses of worship, community centers and other places that families visit. Pitch the events to local media.
- Write or place an op-ed about the importance of the Child Tax Credit in your regional or local media outlet.
- Participate in a webinar with faith and community leaders to tell them about the Child Tax Credit. Let them know how they can ensure access to the Child Tax Credit for members of their congregations or communities.
- Partner with school districts, education leaders and childcare centers to share information with parents.
- Raise awareness via social media (post, tweet, partner with an advocacy organization for an IG Live.)
- Share key information on the Child Tax Credit as part of your application intake process for human services programs.

Administration for Children and Families



Katie Hamm
Deputy Assistant Secretary for Early Childhood Development
Office of Early Childhood Development



Ruth Friedman
Director

Office of Child Care

A handwritten signature in black ink that reads "D. B. Futrell". The signature is stylized with a large, sweeping initial "D" and "B".

Dr. Bernadine Futrell
Director
Office of Head Start

A handwritten signature in blue ink that reads "Aysha E. Schomburg". The signature is fluid and cursive, with a long horizontal stroke at the end.

Aysha E. Schomburg, J.D.
Associate Commissioner
Children's Bureau

A handwritten signature in black ink that reads "Susan J. Golonka". The signature is cursive and somewhat compact.

Susan J. Golonka
Acting Director
Office of Family Assistance

A handwritten signature in black ink that reads "Michelle Sauve". The signature is cursive and features a large, prominent initial "M".

Michelle Sauve
Acting Commissioner
Administration for Native Americans

A handwritten signature in black ink that reads "Lanikque Howard". The signature is cursive and has a distinctive, flowing style.

Dr. Lanikque Howard
Director

Office of Community Services