

2007-2008 ChildCare Commitment Application
Michigan 4C Association
www.mi4c.org

ChildCare Commitment provides financial support for childcare expenses to low-income families. Eligible families will receive up to 40% of the average annual cost of childcare for one child per family, up to a maximum of \$2,460. If you and your family may be eligible for a ChildCare Commitment award, **please review the eligibility requirements carefully and submit a completed application and proof of income** to the following address:

ChildCare Commitment
C/O Michigan 4C Association
839 Centennial Way
Lansing, MI 48917

Program Details

- This is a **one-time** award. You must not be a previous recipient of this award.
- When you agree to participate in the program, you must use a licensed childcare provider.
- ChildCare Commitment provides awards on a first-come, first-serve basis.
- Applications are accepted throughout the year and decisions to award awards may be made at any time during the year. There may be a waiting period after your application is accepted before payments can be made to your licensed childcare provider.
- Awards are paid in 12 monthly installments, not to exceed \$205 per month, or a maximum of \$2,460 per family and are paid directly to your licensed childcare provider. All program participants and their childcare providers will be asked to complete a program agreement and may be asked for additional documentation prior to the payments being made to reconfirm eligibility.
- As part of this award, you will be required to submit a 6-month survey and an exit survey.
- If it is discovered that false information has been provided on this application, the award will be immediately discontinued, and you may be required to return funds to the program.

Eligibility Requirements

- All adults living in the household are either employed or attending post-secondary school full-time, and are unable to provide childcare. Specifically, all parents and adults living in the household must be:
 - employed for at least 35 hours per week; or
 - attending school full-time (a minimum of 12 credit hours); or
 - employed and attending school (as long as both employment and school equals full-time, for example working 20 hours plus being enrolled for 6 credit hours).
- Total family or household income must meet the following family size and income guidelines:

Family Size	Family Income
2	\$19,296 - \$31,096
3	\$23,892 - \$36,064
4	\$28,416 - \$41,032
5	\$32,964 - \$46,000
6	\$37,488 - \$50,968
7	\$42,012 - \$55,936

If the family or household income level falls below these guidelines, you may still be eligible for this award if you are able to submit proof of denial of childcare assistance from the Michigan Department of Human Services.

- The child to benefit from this award lives with the applicant.

If you have any questions, please call Lisa Hoffert at 1-800-950-4171, extension 12 at the Michigan 4C Association or refer to the website at <http://www.mi4c.org/programs/awards>.

Generously funded by



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Instructions

- Complete the entire Childcare Commitment application. *Incomplete applications will not be processed.*
- **Provide proof** of all sources of current household income (including child support, social security or disability payments, scholarships, etc.).
 - ◆ If **employed**, submit verification of employment that shows the # of hours worked per week and income (provide copies of your last 3 pay-stubs or a letter from employer)
 - ◆ If **attending school**, submit proof of enrollment and number of credits for each term or semester and proof of any financial aid (including Pell Awards, federal, state, etc.)
- **Send completed application and proof of income to:**
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Should you have any questions regarding the program or the application process, please call Lisa Hoffert at 1-800-950-4171, extension 12 at the Michigan 4C Association. You may also refer to the website at <http://www.mi4c.org/programs/awards>.

Application and Supporting Documentation

Applicant Name (Parent): _____

Street Address: _____

City: _____ State: Michigan Zip: _____ County: _____

Work Phone: (____) _____ Home Phone: (____) _____ Cell Phone: (____) _____

Applicant's Social Security Number: _____ - _____ - _____ Applicant's Date of Birth: ____ / ____ / ____

Total Family/Household Size: _____ Marital Status: _____

Please check all that apply. I am:

- Working full time (35 hours+)
- Attending school full time (12 credit hours+)
- Working and attending school (totaling full time)

Racial-ethnic heritage: (Your answer is voluntary and will be used for statistical purposes only.)

- American Indian
- Asian or Pacific Islander
- Black
- Hispanic/Latino
- White

How did you hear of the ChildCare Commitment award? _____

This award is for one child per family. Please list the name of the child who will benefit from this award:

Child's Name: _____ Child's date of birth: _____

How many **other** children (under the age of 18) are living in the household, not including the child named above? ____

Name of current childcare provider: _____ Cost of childcare per week: _____

Length of time with current provider: _____ Childcare provider's phone#: _____

Type of current childcare setting (**Note: You must have a licensed child care provider to be eligible for this award**):

- Family member / Relative
- Friend / Non-relative
- Childcare in a provider's home - Daycare License Number (_____)
- Childcare Center - Daycare License Number (_____)
- Other, explain: _____

YOU MUST SUBMIT PROOF OF ALL SOURCES OF INCOME WITH THIS APPLICATION.

Applicant's Gross Yearly Income:

Employment (before taxes): _____
 Financial Aid (school): _____
 Child Support: _____
 Other: _____
 Total: _____

Please list all other adults (18 years and older) living in the household, excluding the applicant.

(All adults in the home must be working full-time, or in school full time, or a combination of both):

First & Last Name	Date of Birth	Relationship to you	Is this person working, in school full time or a combination?	Yearly income (Include proof of all sources of income)
TOTAL Household Income for all adults (not including applicant):				

Please complete if you are a **student**:

Name of school: _____ Number of credit hours/term: _____

Circle the type of educational program in which you are enrolled.

Technical Training Associates Degree Bachelors Degree Graduate Degree Other _____

Estimate and circle the number of days of class missed in one month due to childcare issues.

0-1 day 2-3 days 4-5 days 5+ days

Please complete if you are **employed** (industry and position level codes are on the last page):

Current employment:

Occupation codeⁱ: _____ Position levelⁱⁱ: _____ Job title: _____

Place of employment: _____ Number of hours worked per week: _____

Do you view this employment as being long-term? _____ Length of time of employment: _____

Estimate and circle the number of days of work missed in the last six months due to childcare issues.

0-1 day 2-3 days 4-5 days 5+ days

Previous employment:

Occupation code: _____ Position level: _____ Length of time of employment: _____

Occupation code: _____ Position level: _____ Length of time of employment: _____

How will the ChildCare Commitment benefit you and your child?

By signing below, I testify that all answers and documentation provided in this application are true to the best of my knowledge. I understand if false answers or documentation is given, I will be held responsible for repayment of the award. I also understand that my child-care provider must report this award as income for tax purposes. I agree to report all changes in employment, or school, address, child-care arrangements, and household composition within 10 days of any changes in writing. I also certify I am in good standing with my child-care provider.

Applicant/Parent Signature

Date

Revised: November 22, 2006

ⁱ **Industry Codes:**

- 01 - Forestry, fishing, agriculture
- 02 - Mining
- 03 - Utilities
- 04 - Construction
- 05 - Manufacturing
- 06 - Retail/Wholesale
- 07 - Information
- 08 - Finance and insurance
- 09 - Real estate
- 10 - Professional and technical services
- 11 - Education
- 12 - Health care and social assistance
- 13 - Accommodation and food service
- 14 - Other services
- 15 - Government

ⁱⁱ **Position Levels:**

- Staff (entry-level)
- Assistant
- Associate (mid-level)
- Analyst (mid-level)
- Management
- Executive