

Child Care Information Services Subsidized Child Care Program

This is a subsidized child care program designed to assist working parents/caretakers with child care costs. You may be eligible for subsidized child care if you have a child under the age of 13, work at least 20 hours per week and meet the following income guide-

lines: Family Size Family Income

2	\$25,660
3	\$32,180
4	\$38,700
5	\$45,220
6	\$51,740

OR, teen parents who are attending high school.

The subsidy program offers resources to the parents, caretakers and daycare providers to help maintain the safety and health of their children.

The Application Process

Parents/caretakers may apply in person at the Child Care Information Services office at 730 Phillips St., Stroudsburg, PA or call toll free 1-866-284-5829.

The following documents are required with the completed application:

1. A subsidized child care application.
2. A completed employment verification form for each parent/caretaker in the household. Along with pay stubs for 4 of the last 6 weeks for each completed employment verification form (unless it is a new job).
3. For self employed applicants, a self employment verification form and proof of income, (recent tax return with schedules or quarterly ledger).
4. Written proof of unearned income such as cash assistance, social security disability or unemployment.

5. A signed release of information form for each parent/caretaker in the household.
6. Records of any unpaid medical expenses which have incurred in the last 60 days.

After your application has been reviewed, you will receive a letter stating your eligibility. If you are determined to be eligible for the subsidy program, you must schedule a face to face with the caseworker. At the face to face meeting, your caseworker will review your rights and responsibilities, as well as your co-payment that you will need to pay to the provider of your choice.

