

# AmeriCorps Child Care Assistance

AmeriCorps Promise Fellows and VISTAs may be eligible to receive reimbursement for qualified child care services during their service term. In order to receive this assistance, members must be actively serving in a full-time capacity. Child care assistance is paid directly to qualified child care providers for all or part of the member's child care costs during their active time of service with AmeriCorps; child care assistance payments cannot be paid directly to AmeriCorps members. AmeriCorps child care assistance is administered by **GAP Solutions, Inc.** (GAP).

## Determining Eligibility

Eligibility for the assistance is determined by GAP based on [Minnesota's Child Care Development Fund Plans \(CCDF\)](#). A member is eligible to receive child care assistance if:

- The member is serving in a full-time capacity (~40 hours per week).
- The member's household income does not exceed 75% of the state's median income. Please click [here](#) to view Minnesota's income guidelines.
- The member is not receiving child care subsidies or assistance from another source.
- The member is the parent or legal guardian of a child under the age of 13 and the child resides with the member.

## Selecting a Provider

Members may select their own provider. Provider Eligibility Requirements:

- The provider must be at least 18 years of age.
- The provider may not live in the same household as the member.
- The provider may not be the child's biological, step, or adoptive parent, or the child's legal guardian, adult acting in *loco parentis*, or the spouse of a legal guardian or adult acting in *loco parentis*.
- The provider must also follow any state guidelines set by the CCDF:
  - Each state has specific regulations regarding the type of providers that are eligible for the AmeriCorps child care assistance. Please see the [Types of Child Care Providers](#) and the [Provider State Guides](#) pages to learn more about the different types of providers and which are allowed in your state.

## Receiving Payments

Child care assistance cannot exceed the applicable amount established by the state/county in which child care is provided. Any amount beyond the established rate would be the responsibility of the member. Please click [here](#) to see a breakdown by Minnesota counties. Payments cannot be made until completed documentation has been submitted to GAP that demonstrates the child care services were needed and delivered for the previous month, this includes a monthly attendance sheet. **Please note, providers are not pre-paid for child care services.**

## Collecting Required Documents

When applying for child care assistance through GAP, members and child care providers will need to submit supporting documentation such as birth certificates, paystubs, and tax forms. Find the full list of required documents here:

- [Member Checklist for Required Documents](#)
- [Child Care Provider Checklist for Required Documents](#)

## Ready to Apply? Completing the Online Application

Both the member and provider will complete an online application. Applications can be found [here](#). Members are asked to provide contact information for their host site supervisor who will verify their daily/weekly schedules.

GAP Solutions has compiled a list of [Frequently Asked Questions \(FAQs\)](#) to help members and providers navigate the process. If you find you have further questions not addressed by the FAQs or need assistance in applying, please feel free to contact GAP's child care coordinators toll free at 1-855-886-0687.