



DATE: Sept. 4, 2020

TO: Chief Executive Officers
Regional Presidents
Heads of Assisted Living
Heads of Home Health
Heads of Long Term Care
Heads of PACE
Heads of Pediatric Day Care

Chief Operating Officers
Chief Medical Officers
Chief Nursing Officers
Heads of Human Resources
Legal Counsel
Heads of Public Relations
Government Relations Officers

FROM: Victoria Brogan
Senior Vice President, Strategic Initiatives

RE: **How to Apply for Child Care Subsidy**

The child care subsidy application is available on the Dept. of Human Services website:
<https://www.childcarenj.gov/getattachment/Parents/How-To-Apply/Subsidy-Application-English-pdf.pdf.aspx?lang=en-US>

To be eligible an applicant must:

- provide proof of income
- training/school hours
- household size to help determine eligibility
- must be a New Jersey resident
- must meet income requirements and not have assets that exceed \$1 million
- must be working full time (30 hours or more a week), attending school full time (12 credits or more) or in job training (at least 20 hours a week); and
- depending on family size and income, may have to contribute to the cost of care (copay).

Child Eligibility Requirements are listed as:

- Up to the age of 13, or less than age 19, if under the N.J. Division of Child Protection and Permanency's protective supervision or mentally or physically incapable of self-care
- Must be a U.S. Citizen or qualified non-citizen; and
- Must reside with parent(s) or individual(s) acting as parent(s).

For more information, contact your county-based Child Care Resource and Referral agency, <https://www.childcarenj.gov/Parents/CCRR> or call the Child Care Helpline at 1-800-332-9227.