The Child Care Subsidy Program provides funds to students with children to assist them in meeting the cost of licensed child care. This application is also available on the web at finaid.umich.edu/childcare

**Who is eligible to receive the subsidy:**

To be considered for the Fall/Winter 2019-2020 Child Care Subsidy, you must meet ALL of the following criteria:

- Be enrolled at least half-time in a University of Michigan-Ann Arbor degree program at either the undergraduate, graduate, or professional level, or be enrolled in a non-degree program with a defined educational objective. Please note that:
  - Students who are not in a degree program must complete a 2019-2020 Non-Candidate for Degree Questionnaire, available on the web.
  - Graduate students with approved Detached Study status may satisfy the half-time enrollment requirement (you must be officially placed in Detached Study before your application can be processed). Doctoral students who are not enrolled or on Detached Study but are actively pursuing research or completing a dissertation may be eligible if their academic pursuits equate to at least half-time enrollment (must complete a Child Care Subsidy Doctoral Student Non-Enrollment Certification Form, available on the web).

- Have a dependent child 12 years old or younger or a dependent child with special needs under the age of 19.

- Incur child care expenses from a child care provider that is licensed by the state of Michigan. If your program is not found on the state of Michigan Department of Licensing and Regulatory Affairs database, it will not qualify for the U-M Child Care Subsidy. Visit www.dleg.state.mi.us/brs_cdc/sr_lfl.asp. Note: You may apply even if you are not currently using a licensed child care provider. If you are awarded a subsidy, you must change to a licensed care provider and use the licensed provider’s services for at least 75 percent of each term for which you receive the subsidy.

- Demonstrate financial need for this subsidy (see right for information on financial need and eligibility).

- Meet Satisfactory Academic Progress standards, as defined by the University of Michigan-Ann Arbor. (finaid.umich.edu/SAP)

- Be a single parent or, if married, have a spouse who is a student (enrolled at least half-time in an undergraduate or graduate degree program) or is gainfully employed and earning income for a minimum of 20 hours per week (or a combination of school and work). You may be asked to document your spouse’s employment or student status. (U-M will make an exception to employment criteria for a non-student spouse who cannot work due to a disability. Please note this on your application so your situation may be considered.)

**How much is the subsidy award?**

The amount of Child Care Subsidy awarded to eligible applicants is based on their financial need, the number of children they have enrolled in licensed care facilities, their child care expenses, and available funding.

**Subsidy amounts for 2019-2020 are:**

1. For **ONE** child, the award maximum is **$2,830** per term.

2. For **TWO** children, the award maximum is **$4,144** per term.

3. For **THREE OR MORE** children, the award maximum is **$5,463** per term.

**Notes:**

- A term is Fall term or Winter term. Applicants will be notified in writing of their eligibility for the subsidy and the amount they will receive.
- The subsidy amount cannot exceed the cost of your licensed child care.
When to apply:

Students may apply for the 2019-2020 Fall and Winter terms beginning in February. **We encourage you to apply by March 31, 2019, so that your eligibility can be determined and notification can be sent to you after July 1, 2019.** This will allow you adequate time to plan and make your child care arrangements for September.

**Funding for the Fall and Winter terms may be limited. Applicants will be funded on a first-come, first-served basis. Therefore, you are encouraged to submit your application as soon as possible. Students who apply after March 31, 2019, might be denied funding if all funds have been committed to applicants who applied earlier.**

* Students who are appointed as GSIs or GSSAs during a period in which they may be eligible for a child care subsidy should consult the child care subsidy provisions of the labor contract between the University of Michigan and the Graduate Employees Organization. Visit online here to view or download a PDF version of the agreement: hr.umich.edu/sites/default/files/geo-contract.pdf. Visit www.geo3550.org for the GEO website and organization’s contact information.

Receiving subsidy funds:

If your application for the Child Care Subsidy is approved:

1. You will be asked to submit documentation of your child care expenses and your child care provider’s state licensure using a Verification of Licensed Child Care form. The completed form will be available on Wolverine Access and must be submitted before the subsidy can be disbursed to you.
2. Funds will be disbursed in the form of a check payable to you. If you have authorized direct deposit, funds will be deposited to your bank account.
3. For international students: Your subsidy may be subject to reduction due to any tax treaties between the United States and your home country.

If you have questions or need assistance:

If you need help completing the FAFSA or have questions about the Child Care Subsidy, staff members in the Office of Financial Aid can assist you. Contact us by phone at (734) 763-6600 or by email at: financial.aid@umich.edu. The application and other forms are available on our website at finaid.umich.edu/childcare. You may also visit our office for walk-in advising. See finaid.umich.edu/contact-us for office locations and hours.
APPLICATION • Fall/Winter 2019-2020

CHILD CARE SUBSIDY PROGRAM

This information and application are also available on the web at finaid.umich.edu/childcare.

Detach and submit this application to the Office of Financial Aid. Retain the information sheet for your reference.

Name (Last, First, Middle Initial) ______________________________ UMID Number (8 Digits) __________________

NOTE: We will correspond with you using your current, local address in Wolverine Access. All email correspondence will be sent to your umich account. Please be sure your information is updated.

Phone Number __________________________________________

1. For which term(s) are you requesting the Child Care Subsidy? □ Both Fall and Winter □ Fall □ Winter

2. Number of credit hours in which you will be enrolled each term: Fall __________ Winter __________

GEO members: Note any GSI or GSSA appointments here for Fall or Winter terms: Fall __________ Winter __________

3. If not enrolled, are you on Detached Study? □ Yes □ No If yes, you must fully process your Detached Study request and be officially placed in Detached Study Status (by the Registrar) before your Child Care Subsidy Application can be processed.

4. Your marital status: □ Married □ Other

5. Answer these questions only if you are married: Spouse’s name: ______________________________

Is your spouse employed? □ Yes □ No If yes, indicate the number of hours your spouse works per week: __________________

Name and address of employer: ________________________________________________________________

Is your spouse a student? □ Yes □ No If yes, at which institution? __________________________________

UMID number (if a student at University of Michigan) __________________________

Number of credit hours in which your spouse will enroll: Fall __________ Winter __________

6. Information about your dependent child(ren) who will be enrolled in State of Michigan-licensed child care:
If necessary, continue your list on reverse side.

Name: ____________________________ Last 4 digits of child Social Security Number: (OPTIONAL) Age: __________ Monthly Child Care Costs: (REQUIRED) $ __________

$ __________ $ __________

7. Information about your Child Care Provider(s): (REQUIRED)

You MUST provide a tentative provider name and monthly cost information before your application can be reviewed.

Name: ____________________________ State of Michigan Child Care License Number: ____________________________

Note: See attached reference sheet regarding Summer Camps.

8. Statement of Understanding

☐ I certify that I meet all the eligibility criteria listed in the instructions for this form.

☐ I understand that changes in my enrollment status may result in the reduction or cancellation of my award.

☐ I understand that scholarships, fellowships, GSRA, GSSA, GSI, and any other source of financial aid that may be posted to my account after the Child Care Subsidy is awarded may reduce or eliminate my eligibility for the Child Care Subsidy.

☐ I understand that it is my responsibility to report to the Office of Financial Aid any changes in my child care arrangements or costs during the term(s) for which I am awarded the Child Care Subsidy.

☐ I certify that all statements relating to this application are complete and correct to the best of my knowledge, and I understand that intentional misrepresentation may result in cancellation and repayment of my Child Care Subsidy.

Signature ____________________________ Date ____________________________

This information and application are also available on the web at finaid.umich.edu/childcare.