# Barstow Community College
## Child Care Application

Please check the program you are requesting child care assistance from.

Student Information

Name: _____ Student ID: _____

Address: _____ City: _____ State: _____ Zip: _____

Date of Birth: _____ Phone: _____

Please list all children being cared for:

Name                                                    SSN

_____           _____

_____           _____

_____           _____

_____           _____

_____           _____

_____           _____

Child Care Provider Information

Name:_____ Date of Birth: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: _____

Relationship to Child(ren): _____

Relationship to Student: _____

Barstow Community College only provides an allowance to assist eligible students in paying for childcare services. Programs will not pay the parent(s) to watch their child(ren). Student acknowledges that payment for all childcare is their responsibility. Student permits the EOPS/CARE/NextUP and CalWORKs programs at Barstow Community College to make any inquiries with San Bernardino County regarding eligibility, status, and verification. The student and child care provider acknowledge that they have read and understand the Child Care Assistance Information and
Instructions.

Student Signature: _____ Date: _____

Child Care Provider Signature: _____ Date: _____

# Childcare Assistance Information and Instructions

To receive child care assistance, you must be determined eligible for the EOPS/CARE/NextUp or CalWORKs program. These programs currently pay a small childcare stipend per month per student. The monthly amount is subject to change without notice at any time according to the budget and allocation of funds. If childcare expenses exceed the amount that EOPS/CARE/NextUp or CalWORKs pays, **the student will be responsible for the remaining amount.**

We encourage you to consider licensed childcare providers first. As a reminder, these programs only provide an allowance to assist eligible students in paying for childcare services.

## Student Requirements:
Students must submit completed paperwork before any payment is issued to the childcare provider.

## Required documentation:

- Application for Child Care Assistance
- Copy of Birth Certificate and Immunization Record (for each child listed)

## Child Care Provider Requirements
The following documentation is required only if San Bernardino County is not providing benefits:

## Day Care Centers:
- Day Care Center's License
- Tax ID Number

## Child Care Providers:

- Photo ID (MUST be 18 or older)
- Social Security Card
- Child Care Provider's License (if applicable)

All income earned for childcare services will be reported to the IRS as earned income. Barstow Community College will provide tax documents for filing purposes.

## Please note:

Attendance sheets must be completed and signed by the childcare provider and submitted on the 25th of each month. If Barstow College is not open on the 25th, attendance sheets are due the next business day. Students must prorate the hours for the remaining last days of each month. **The childcare assistance programs will NOT accept any late time sheets (at the discretion of program staff).**

If you change childcare providers, you are required to complete new Child Care Provider Requirement documents. All students must reapply for childcare at the beginning of each new academic year. If your childcare provider changes their address, the provider must complete a new W-9.

Childcare providers cannot reside at the same address as the student. Childcare stipends will be provided for children under the age of 13. Programs will not pay parents to watch their child(ren). Childcare providers cannot be current BCC students. Payments for child care will be mailed directly to the Day Care Center or the name and address provided on the W-9.

**\*Staff will not disclose any information to childcare providers; communication will be via staff and students ONLY.\***