



Illinois Early Learning Systems Fact Sheet Child Care Assistance Program (CCAP)

Program Overview

The Child Care Assistance Program (CCAP) provides financial assistance for child care for families at or below 185%¹ of the Federal Poverty Level (FPL). Other priority populations are allowed access to the Child Care Assistance Program at 185% of the Federal Poverty Level. These priority populations include:

- Families that receive Temporary Assistance for Needy Families (TANF)
- Families enrolled in non-TANF education and training programs
- Teen parents enrolled full-time in elementary, high school or GED classes to obtain a high school degree or its equivalent
- Families with children with special needs

What information is needed to apply?

In general, families interested in the CCAP program will need basic information and proof of employment or school enrollment. To receive more information about the types of information needed, families should contact their local Child Care Resource and Referral (CCR&R) agency for more information.

What documents are needed?

Families interested in applying for the Child Care Assistance Program will need to submit an application along with supporting documents that depend on the applicant's employment and school status:

If the applicant is working, they must verify that they meet the state's eligibility and income guidelines by submitting:

- Two current and consecutive pay check stubs
- If the applicant has not been employed long enough to receive two check stubs, a letter from the employer can be submitted or a wage verification form.

If the applicant is 'Self Employed,' they must submit:

- Self-employment records

If the applicant is 'Paid in Cash,' they must submit:

- A letter from the employer or a wage verification form completed by the employer.

If the applicant is in 'School,' they must submit:

- An official school schedule and copies of the most recent grades, which include the Grade Point Average (GPA).

¹ This change went into effect on October 1, 2017



Illinois Early Learning Systems Fact Sheet Child Care Assistance Program (CCAP)

If the applicant is participating in an approved training program, they must submit:

- An official letter from the sponsoring program.

Enrollment Process

There are many ways for families to apply to CCAP program directly:

- Families can apply through the Illinois Department of Human Services (IDHS) website: <http://www.dhs.state.il.us/page.aspx?item=68333>, or click to [Apply Online](#)

Families can apply using a paper application. The form can be downloaded on the IDHS website: <http://www.dhs.state.il.us/page.aspx?item=68334>, or click to [Apply Using a Paper Application](#)

- Illinois has a statewide network of Child Care Resource and Referral (CCR&R) agencies contracted by IDHS to be points of entry for the CCAP program. Families can reach out to the CCR&R agency for information about child care programs in their area or general information about how to apply for the program. Families should be referred to the CCR&R agency that serves the area in which the family currently lives. For more information, call 1-877-202-4453 (toll-free) or visit the IDHS website at <http://www.dhs.state.il.us/page.aspx?item=30355>

Where can I find my local office?

To find a local Child Care Resource and Referral (CCR&R) agency, visit the Illinois Network of Child Care Resource and Referral Agencies (INCCRRA) by clicking: <https://www.inccrra.org/about/sdasearch>

The Illinois Department of Human Services also provides an office locator. Search for "Child Care Resource & Referral" in the "DHS Office Locator" at: <http://www.dhs.state.il.us/page.aspx?item=30355>

Additional Resources for Families and Providers

- The **Illinois Network of Child Care Resource and Referral Agencies (INCCRRA)** is a statewide organization that partners with its sixteen local Child Care Resources and Referral (CCR&R) agencies to offer services that support high quality, affordable early care and education and school-age care options. To learn more about INCCRRA, visit <https://www.inccrra.org/>
- **ExceleRate Illinois** is the statewide quality rating and improvement system designed to make continuous quality improvement an everyday priority among early learning and development providers. The system establishes standards for helping infants, toddlers, and preschool age children develop intellectually, physically, socially and emotionally. For general information about ExceleRate Illinois, visit <http://www.exceleRateillinois.com/>
 - For parents, learn more about child care quality options: <http://www.exceleRateillinois.com/>
 - For providers, learn more about how to participate in the ExceleRate Illinois system: <http://www.exceleRateillinoisproviders.com>