

Need Help Paying for Childcare?

Live in Washington State?

We can help guide you!

Application Process

- Contact DCYF Customer Service Call Center at [1-844-626-8687](tel:1-844-626-8687) or go to www.washingtonconnection.org to apply online
 - **IMPORTANT: WHEN YOU CALL, ASK FOR YOUR CLIENT ID #.**
 - **CLIENT ID:** _____
- You will need to give DCYF the following information for yourself and the other parent if they live in the home with you and the child:
 - Name and phone number of your employer
 - Days and hours, you work.
 - Your hourly wage
 - Your gross income for the last three months or your tax return for the previous calendar year (usually pay stubs or a letter from your employer)
 - Amount of any unearned income you receive, such as child support or SSI benefits
 - Current child support order for the child who needs care, if any
 - Proof of your child's citizenship or legal residency (birth certificates)
 - The name and phone number of the childcare provider
 - **Our Provider #: 932959- #5, 932799- #6, 932788 #7**
 - Your phone number.

Things to Know

- They will send you paperwork snail mail. Don't wait for this. The state will put your application into a queue, and it may take weeks for your childcare assistance to be cleared and authorized, postponing your care.
 - To expedite the process, collect all information they need (birth certificates, paycheck stubs, parenting plans, etc.) Call **Jeni at 208-305-1794** and we can help fax everything in.
 - You will need to call the number again 24 hours after all paperwork was faxed to have your application pulled from the queue and processed immediately.
 - Authorization must be emailed to our billing department before child(ren) are allowed into care, otherwise prepay must be collected until authorization is present.
 - The first contact to DCYF is when payment will begin if you are approved, even if it takes you some time to get everything turned in.
- DCYF Childcare subsidy will help pay for: registration fees and tuition.
 - DCYF will not help pay for: activity fees and transportation.