

MILITARY CHILD CARE (MCC)

Air Force Fee Assistance Programs Frequently Asked Questions

What is the Military Child Care (MCC) Program?

MCC provides child care fee assistance for eligible families whose children (birth - 12 yrs.) are enrolled in licensed off-base community-based care programs. MCC helps Military families locate licensed child care options where they reside and allows them to pay reduced child care fees based on their total family income.

What programs are available for Air National Guard Families?

Military Child Care in Your Neighborhood (MCCYN) provides fee assistance for families of Active Duty Department of the Air Force Sponsors who are unable to access installation sponsored child care. Families living within 15 miles or 20 minutes of an installation program must have an active request for care on [MilitaryChildCare.com](https://www.militarychildcare.com) before enrolling in fee assistance. Verification of active requests for installation sponsored child care is subject to occur at the time of the initial application, annual re-certification, or during a change of provider request.

MCCYN is an extension of the child care services offered at the various military installations throughout the United States. Qualifying MCCYN the Air Force Sponsors must be connected to an accredited provider to ensure their child(ren) are receiving community child care of comparable quality to the type of care administered at installation Child Development Center or Child Development Home programs.

Military Child Care in Your Neighborhood - PLUS (MCCYN-PLUS) is a pilot program in select locations throughout the country that implements a state Quality Rating and Improvement System for non-accredited, licensed center-based child care programs with the intent to improve the quality of child care. MCCYN-PLUS is only approved if accredited care is not available.

How do I make a request to participate in the Air Force Military Child Care programs?

All Air Force Active Duty, Guard/Reserve Active Duty, or Dual Status Reserve Technician Sponsors interested in participating in the MCCYN program for community child care fee assistance, must create a household profile on [MilitaryChildCare.com](https://www.militarychildcare.com).

If you do not create a profile on [MilitaryChildCare.com](https://www.militarychildcare.com), you will be unable to make a request for the Air Force MCCYN program and your children will not be offered a space.

Department of the Air Force Civilians living and working in the National Capital Region with a Total Family Income (TFI) of less than or equal to \$140,000 may qualify for this program.

** If you are an Air Force Dual Status Reserve Technician, select DoD Civilian when selecting your Sponsor's Type in your Household Profile in [MilitaryChildCare.com](https://www.militarychildcare.com). You will be given the option to indicate you are an Air Force Dual Status Reserve Technician when searching for child care.*

How do I receive an offer and complete an application?

If you are extended an offer for community child care fee assistance, it will be issued through [MilitaryChildCare.com](https://www.militarychildcare.com). The offer email will provide instructions on how to accept the space, as well as a link to the CCAoA fee assistance enrollment portal.

After you have created an account in the enrollment portal, you must then complete the electronic fee assistance application, upload the applicable supporting family eligibility documents listed on this webpage, and submit your application online.

Once your application and supporting documents have been received and reviewed, CCAoA will contact you regarding your eligibility, as well as the next steps in the application process.



More information is available at:
<https://www.childcareaware.org/fee-assistance/respice/military-families/air-force/fee-assistance/#howfeeassist>

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How do I verify a providers eligibility?

Once you have located a provider, please contact ChildCare Aware to verify their eligibility and current status within the program (1-800-424-2246).

What supporting documents does the Sponsor need to provide?

When a fee assistance space becomes available for your child(ren), you will be notified via email regarding the next steps in the application and eligibility process. Please DO NOT submit or upload any supporting application documents to your fee assistance account until you have received an offer email. Supporting documentation for proof of eligibility may vary by family. Below is a list of commonly required documentation:

- Self Certification Form
- LES or CLES for all Department of the Air Force Sponsor's activated to full time duty.
- Military Orders for all Deployed and Activated Guards/Reservists.
- SF-50 or Personnel Action Request Form
- DAF Civilian Employee Sponsor: Current year SF-50 / Department of Air Force Form AF Form 2545 and most recent Civilian LES.
- DAF Civilian Employee Sponsor: Retiree Account Statement (RAS), VA benefit letter, other retirement, or disability income for civilian sponsor (if applicable).
- Spouse/Non-Military Parent information If the Spouse/Non-Military Parent is employed, one month's worth of consecutive pay stubs with verification that they are working a minimum of 25 hours per week for full-time or a minimum of 16 hours per week for part-time.
- If the Spouse/Non-Military Parent is enrolled in school, a school schedule verifying enrollment with a minimum of 9 credit hours for full-time undergraduate or 3 credit hours for part-time undergraduate, 6 credits at a full-time graduate level or 3 credits at a part-time graduate level.

- A one-time 90 day certification of looking for work approval period may be utilized by the Spouse/Non-Military Parent, if they are currently searching for employment.
- Provider Cost Verification Form – The Provider Cost Verification Form collects all required information about the child care rates your family will be charged by the child care provider. This includes discounts, effective dates, rate changes, rate frequency, and the schedule of care.
- Provider Documents– All eligible providers for the assistance program must have a state child care license, a state inspection report dated within the last 12 months, an acceptable employee background check for all staff, and a complete provider fee assistance application, and must meet additional high quality accreditation standards.

How is Fee Assistance Calculated?

Fee assistance is determined by calculating the difference between the community child care provider's monthly fee, which shall not exceed the program's established community provider cap for the specific type of care, and the DoD Total Family Income (TFI) category parent fee based on locality and type of care.

FOR ADDITIONAL INFORMATION

PLEASE CONTACT:



Military Child Care (MCC)

Toll Free Phone Number: 855.696.2934
and select Option 1 for Family Support
FamilySupport@MilitaryChildCare.com



Child Care Aware of America (CCAoA)

Toll Free Number: 800.424.2246
militaryinfo@childcareaware.org

