

MILITARY CHILD CARE IN YOUR NEIGHBORHOOD (MCCYN)

Air Force Fee Assistance Programs Frequently Asked Questions

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.

If you do not create a profile on 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.

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. 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.

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 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.

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.

MilitaryChildCare.com

Phone Number: 855.696.2934

FamilySupport@MilitaryChildCare.com



www.arngcys.com

For More
information on
how to get
started



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Who's Eligible?

MCCYN is available to **Air Force active duty** members, **Air Force Reservists on active duty**, **Air Reserve Technicians**, **Air Force civilians**, and **Gold Star spouses** who:

- Are stationed at an installation that has been pre-identified as fee assistance eligible or
- Do not live near a DoD installation with a Child and Youth program.

If married, your spouse must be employed, actively seeking employment, or a full-time student.

Fee assistance is available to:

- Families stationed within the continental United States, Hawaii, and Alaska.
- Children from birth through age 12.

What supporting documents does the Sponsor need to provide?

You must provide documentation based on your sponsor type.

- All sponsors must provide a Self-Certification Statement that includes all your dependent children who will receive fee assistance.

Air Force active duty and **Reservist on active duty** must also provide

- Most recent Leave and Earnings Statement (LES) and
- Active Duty Orders

Air Reserve Technicians and **Air Force civilians** must also provide either

- Personnel Action Request Form (SF-50 form) or
- Most recent Civilian Leave and Earnings Statement (CLES)

What supporting documents does the spouse/domestic partner need to provide?

Working Spouse must provide one of the following

- One month or 4 weeks of pay stubs showing you work at least 16 hours per week
- If newly employed, a completed Employment Verification Form for a 60-day approval
- If self-employed, a copy of the most recent Schedule C Income Tax Return, a copy of the business license, and a self-employment statement signed by the sponsor and spouse that includes a description of the business, start date, estimated monthly income, and work hours per week. If a Schedule C has not been filed yet, you must submit the business license and statement.

Student Spouse must provide

- School schedule that shows you are enrolled at least 12 credit hours in an undergraduate program or 9 credit hours in a graduate program.
- School schedule must include the student's name, the school's name, the number of enrolled credits, and the period of the current semester.

Spouse Seeking Employment must provide a Looking for Work Form to receive fee assistance for a one-time 180-day period while you look for work. If your child is enrolled during this time, you may be asked to verify that your spouse continues to seek employment. After 180 days, you must provide the required employment documents to support continued enrollment.