



Beaufort County Community College

Office of Financial Aid

5337 Highway 264 East Washington, NC 27889

T: 252.940.6222 F: 252.940.6393 finaid@beaufortccc.edu

Childcare Assistance Program Guidelines

Program Purpose

The Childcare Assistance Program is intended to serve student-parents who need assistance paying for childcare costs in order to attend Beaufort County Community College. The purpose of the program is to increase the retention of eligible students so they can plan and complete a training program in order to become economically self-sufficient. Although married students may be considered for assistance, single parents receive first priority.

Student Eligibility

To be eligible for initial entry for childcare assistance, applicants must:

- Not be receiving childcare funding assistance from any other source (e.g. Department of Social Services)
- Be a North Carolina resident (funds cannot pay for childcare provided outside of North Carolina)
- Have at least one child under the age of twelve
- Demonstrate financial need by completing a FAFSA for the 2020-2021 academic year
- Be enrolled in a degree or eligible diploma program
- Be enrolled at least half time (six semester hour credits) or more each semester
- Maintain at least a 2.0 cumulative GPA or be enrolled in first semester at BCCC
- Have applied for assistance through the local Department of Social Services and either ineligible for services or currently on the waiting list

Application Process

Student-parents must complete a Childcare Grant Application and meet all the student eligibility requirements listed above by August 14, 2020 to be considered in the first round of applicants. Childcare grants funds are limited and will be awarded to as many student-parents as funding will allow. Applications will be reviewed and ranked beginning on August 17. Students will be notified via their BCCC email account notifying them of their application status (approved, wait list, denied) and next steps.

Returning student-parents recipients are given priority with childcare assistance, provided they meet the program eligibility conditions as outlined and submit childcare grant application.

Complete the attached application and return with the following:

- Copy of the birth certificate for each child to be covered by the grant
- Copy of the social security card for each child to be covered by the grant
- Copy of student BCCC registration statement
- Copy of denial letter from Social Services
- An official letter from the licensed child care provider verifying the child's enrollment or start date and the weekly rate for each child
- Copy of the child care provider's license

The Childcare Grant application and all required documentation must be submitted to the Childcare Coordinator in the Financial Aid Office.

Responsibilities of the Student

Students are required to update the Childcare Coordinator on their attendance, academic performance, changes in course load, and/or class schedules. Students must maintain a minimum of six (6) credit hours each semester and maintain Satisfactory Academic Progress (SAP). Students are expected to attend all classes, laboratories, and shop sessions. Non-returning students and students withdrawing from classes must reapply for assistance and may lose their eligibility unless other arrangements are approved by the grant coordinator prior to the students' departure from school.

Students must submit a monthly Childcare Invoice. The Childcare Invoice form is available in the financial aid office and must be submitted to the Childcare Coordinator by the last day of each month to ensure payment to child care provider. Any invoice forms received after the 5th of the month, will not be covered by the childcare grant and the student will be responsible for the entire amount due. Students who submit their invoice form late for two consecutive months, will be removed from the program.

Use of Funds

Childcare grant funds are used for:

- Dependent care and will only be paid directly to licensed providers.
- Expenses only for legal dependents of the student that are less than twelve (12) years of age and limited to **two children**. Payment for expenses are limited to \$140/week per child and \$280/week for two children. Balances owed after childcare grant payments are the responsibility of the student.
- Total yearly payments may not exceed \$4,480 per student (\$8,960 for two children) and total financial assistance including child care may not exceed the students' cost of attendance as determined by BCCC financial aid office.
- All payments are contingent upon availability of funds. Every effort will be made to assist as many students as possible for the academic year (September - May). However, the Childcare Coordinator cannot guarantee that childcare expenses will be paid for the entire period of enrollment.
- Childcare funds may be disbursed only upon receiving an invoice from childcare provider. Invoices must be submitted to the Childcare Coordinator by the last working day of each month. Funds shall be disbursed to the child care provider by the 20th of each month to pay for services provided the previous month.
- The College will pay licensed childcare facilities for dependent care over semester breaks if the student is enrolled in the semester prior to and after the semester break. Funds may also pay for child care during official holidays of the College.

Termination from Childcare Grant Program

Students will be terminated from the program for any of the following:

- 1) Submitting or providing false and/or forged information.
- 2) Failure to maintain satisfactory academic progress.
- 3) Failure to submit the required monthly forms by due dates.
- 4) Failure to notify Childcare Coordinator of any assistance received from other childcare assistance programs.



Beaufort County Community College

Office of Financial Aid

5337 Highway 264 East Washington, NC 27889

T: 252.940.6222 F: 252.940.6393 finaid@beaufortccc.

2020-2021 Child Care Grant Assistance Application

Student-parents are encouraged to apply for funds to help pay child care expenses while attending BCCC. Only interested students with child care expenses not covered by other public agencies should apply. Return completed application to the Beaufort County Community College Financial Aid Office. ***Incomplete applications will not be considered.***

Name _____ Student ID _____

Address _____ City _____ State _____ Zip _____

Telephone _____ Email _____

Program of Study _____ Expected Graduation Date _____

Please check one for each of the following:

Have you submitted the 2020-2021 Free Application for Federal Student Aid (FAFSA)? Yes No

Marital Status:

Single Married Separated Divorced Widowed

Current student enrollment status at BCCC:

Full-time (12+ credits) Quarter-time (9-11 credits) Half-time (6-8 credits) Less than half-time (5 credits or less)

Are a portion of your child care expenses currently paid by another agency? (Ex. Social Services, Voc. Rehab, JTPA, etc.) Yes No If yes, how much per month? \$ _____

Please list the name, age and date of birth for each child living with you and for whom childcare is required.

Name	Age	Date of Birth
_____	_____	_____
_____	_____	_____
_____	_____	_____

Please provide a brief explanation of your need and why you should be considered for the Childcare Grant.

Name of Child Care Facility or Provider _____

Address _____ City _____ State _____ Zip _____

Telephone _____ Fax Number _____

Average weekly child care expense: \$ _____

Please provide the following with this application:

- Copy of the birth certificate for each child to be covered by the grant
- Copy of the social security card for each child to be covered by the grant
- Copy of student BCCC registration statement for upcoming fall semester
- Copy of denial letter from Social Services
- An official letter from the licensed child care provider verifying the child's enrollment or start date and the weekly rate for each child
- Copy of the child care provider's license

CERTIFICATION

I have read and fully understand the information required for the Childcare Grant Application and certify that the above information is true. I am aware that course attendance is mandated to remain eligible for funds and understand that verification of my class attendance will be required each month of the program. I understand the eligibility requirements and responsibilities of the Childcare Assistance Program as a participant. I understand that I will be responsible for any childcare costs exceeding payment paid by the grant. I hereby certify my willingness to participate in the Childcare Grant Assistance Program.

Student Signature

Date