



Department of Human Services • Division of Family Development

## **Child Care Assistance for Families Experiencing Homelessness Information for Child Care Providers**

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### **Overview**

Are you working with a family who is experiencing homelessness and needs help paying for child care? Here's what you need to know about homelessness and the New Jersey Child Care Assistance Program (CCAP). A family who is experiencing homelessness has up to three (3) months to submit the required paperwork for their CCAP application. During this three-month period, a family can start receiving CCAP assistance while they establish eligibility and their application is processed.

### **What You Need to Know as a Child Care Provider**

As a child care provider, you are encouraged to immediately notify your Child Care Resource and Referral Agency (CCR&R) if you believe a family is experiencing homelessness so they can help eligible families obtain CCAP assistance, if they are not already receiving it. Applications from families experiencing homelessness are prioritized for processing. If the child was in care before the CCAP application was made, payment can be authorized back to the date the application was submitted to the CCR&R. Without delaying child care services, the three-month grace period gives the family more time to collect and submit to the CCR&R paperwork that verifies:

- Parent Employment/School/Training and Income
- Child age
- Child citizenship
- Residency

### **Who is Considered Homeless?**

Children who are experiencing homeless lack a fixed and adequate nighttime residence. This includes migratory children and children who live in:

- Shared housing due to loss of housing, economic hardship, or a similar reason;
- Motels, hotels, or campgrounds due to lack of adequate alternative accommodations;
- Emergency or transitional shelters;
- Locations not designed or intended for human sleeping (i.e. park benches); or
- Cars, parks, public spaces, bus or train stations, or abandoned buildings.

**For more information about child care services for families experiencing homelessness, contact your Child Care Resource and Referral Agency.**