

Family Eligibility for the Child Care Assistance Program

- There are three ways to apply for child care assistance:
 - Fill out the Minnesota Child Care Assistance Program Application DHS-3550 (PDF). Mail or bring the completed form to the county or tribal human services office, or local contracted agency. The application is available in Hmong, Russian, Somali, Spanish and Vietnamese.
 - Fill out the Combined Application – Child Care Addendum DHS-5223D (PDF) form if also applying for cash, and/or food assistance. Mail or bring the completed form to the county or tribal human services office, or local contracted agency.
 - Apply online at ApplyMN.dhs.mn.gov.
- Family eligibility for CCAP and copayments
 - Applicants must have a gross annual income that is at or below the entrance level to qualify for child care assistance. Families then remain eligible if their income is at or below the exit limit.
 - A family's gross income can be reduced by allowing for certain verified deductions, such as child support paid out, and medical and dental premiums.
 - Most families have to pay a portion of the child care cost. This portion is called a copayment and is based on the family's size and gross annual income.
 - CCAP Copayment Schedules DHS-6413H-ENG (PDF) specifies the entrance level, exit level, and biweekly copay amounts by household size.
- Waiting list
 - Some counties and tribes have a waiting list for Basic Sliding Fee Child Care. Counties and tribes receive a set amount of money to use annually, and Basic Sliding Fee Child Care is provided on a first-come, first-serve basis until funds run out. Applicants are put on a waiting list until more funds become available.
 - An updated waiting list by county (PDF) is posted monthly.