

## [Child Care Assistance Program \(CCAP\) Policy Manual](#)

□ Child Care Assistance Program (CCAP) Policy Manual □ 4 Eligibility Requirements

### 4 Eligibility Requirements

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This chapter describes the general eligibility requirements for the Child Care Assistance Program (CCAP). In order to be eligible for CCAP all applicants MUST:

- File an application. See Chapter 3 (Applications).
- Provide required verification. See Chapter 7.3 (Verification – Initial Application).
- Have children needing care who are of an appropriate age. See Chapter 2 (Glossary) for the definition of child.
- Cooperate with child support. See Chapter 4.9 (Cooperation with Child Support).
- Meet income limits. See Chapter 6.3 (Income Limits).
- Participate in authorized activities. See Chapter 4.6 (CCAP authorized activities).
- Have assets of equal to or less than \$1 million. See Chapter 4.12 (Asset limit).
- Have children who meet citizenship and immigration status requirements or attend care in a setting subject to public educational standards operated under public education standards. See Chapter 4.15 (Citizenship and Immigration Status).
- Pay the required family copayment fee. See Chapter 6.21 (Family Copayment).

#### Legal authority

Minnesota Rules 3400.0040  
Minnesota Statutes 119B.09  
Minnesota Statutes 119B.10  
Minnesota Statutes 119B.05

#### List of accepted verifications for CCAP

- Proof of Identity- You can provide proof of identity with a copy of a driver's license, state I.D. card, passport, school I.D. card, birth certificate, tribal document, or INS form.
- Proof of Date of Birth- You can provide proof of date of birth with a copy of a driver's license, birth certificate, baptismal record, school or immunization record, or passport.
- Proof of Relationship- You can provide proof of relationship for each child living with you with a copy of a birth certificate, adoption record, legal guardianship statement, INS form, baptismal record, tax records, or tribal document.
- Proof of Citizenship Status- You can provide proof of citizenship with a copy of your birth certificate, alien card, an INS form, re-entry permit, passport or visa.
- Proof of Residence- You can provide proof of residence with a copy of your driver's license, state I.D. card, a recent utility bill, rental agreement, or mortgage document.
- Proof of Activity- You can provide proof of involvement in authorized activities with a copy of a timecard, a letter from your employer, a copy of school schedules for adult family members authorized to attend school or training, or a written statement from the source of income.
- Proof of Financial Information- You can provide proof of financial information with a copy of a recent check stub, income tax records, a signed letter from your employer, an award letter, financial form, or business ledger.