



P.O Box 10570  
Fort Wayne, IN  
46853-0570  
260.423.3546  
800.589.2264 (Appt. Line)  
www.mybrightpoint.org

In order to be considered for the Child Care Voucher Program you must be currently working and/or attending school. To determine eligibility, the following items are needed from you and your spouse and/or significant other, if applicable. Without the following documentation you will not be seen:

- ✓ *Current Picture Identification (for adults)*
- ✓ *Birth Certificates (for all children)*
- ✓ *Proof of residency within the past 30 days (lease, utility bill, or a letter from whomever you are living with.) Proof of residency must include street address, City, State, and Zip Code.*
- ✓ *Foster Care License (if applicable) as well as a letter supporting foster parent guardianship of child.*
- ✓ *Foster Care Identification Card (if applicable for all foster children)*
- ✓ *Completed Provider form (enclosed) to be completed by the childcare provider you have chosen.*

### **Proofs of a service need (working and/or attending school)**

- ✓ *If working, 30 days income; if paid weekly the last 5 checks stubs. If paid bi-weekly, the last 3 check stubs*
- ✓ *If attending college/university: computer generated class schedule*
- ✓ *If attending accredited G.E.D. classes, letterhead w/attendance records from instructor.*
- ✓ *If you have recently become employed and have not received a check, you must bring in a hire letter on company letterhead, stating hire date, rate of pay and expected work hours.*

### **All sources of income**

- ✓ *Social Security and/or SSI benefit letter dated within the last 30 days*
- ✓ *Current TANF benefit letter*
  
- ✓ *You must select a provider and have them fill out the Provider Information Form (formerly 805). If you need assistance locating a State approved daycare provider, call Child Care Resource and Referral at 1-800-299-1627.*

For more information call 260-423-3546 or 1-800-589-2264 and press 1 for Family Support.

### **Brightpoint Programs**

Covering Kids & Families | Energy Assistance | Supportive Housing | Career Academy | Child Care Assistance  
Housing Solutions | Family Development | Supportive Services for Veteran Families | Weatherization  
Early Head Start | Head Start | JAG–Youth Development | AmeriCorps | Brightpoint Development Fund

