

Policy Statement

It is the intent of ITFDC to provide financial assistance to families in need of child care based on eligibility. Financial assistance is granted in the form of partial scholarships, contingent upon the availability of funds. Determination of eligibility and the amount of the scholarship granted is by decision of the Scholarship Committee of ITFDC.

The following guidelines are used for this determination:

1. Scholarship fees will be limited as to availability of funds and limited to a total of two years per family.
2. Eligibility for special circumstances is determined on a case-by-case basis, taking such factors into consideration as job loss, illness, or other situation(s) that affect the family's ability to pay the full amount.
3. All program participants will be re-qualified at least annually and must submit current financial documentation at that time. Participants must report any changes in income or family status to the Executive Director of ITFDC immediately.
4. Parents must agree that child care payments will be paid to the provider trust account through direct deposit.
5. Payments are due by the first of the month.
6. Scholarship eligibility will be terminated if any payment is returned for insufficient funds.

Application Applications are available from the ITFDC Office. All applications must be completed thoroughly and accurately. Records will be kept confidential. Incomplete applications will **not** be processed.

Selection Process

The Executive Director of ITFDC will present the application, along with a recommendation, to the ITFDC Scholarship Committee who will make the final decision. All assistance will be based on funds available and the integrity of the information provided. Applicants will be notified within one (1) week after the Scholarship Committee reviews the request.

Scholarship Availability

In the event of a reduction or termination of scholarships, existing participants will be given three (3) months notice before the date child care payments must begin to be paid in full.

Eligibility

Income Eligibility – Family income includes all sources: wages, spousal/child support, unemployment, social security, and any other source of income. A household is defined as a group of related or non-related individuals who are living as one economic unit and sharing both income and living expenses.