Eligibility

- Working families – Working at least 10 hrs a week and making minimum wage $15/hr
- Unemployed and looking for a job
- In a job training program – At 12 hours a week
- Attending School – At least 12 hours a week
- Monthly income cannot exceed family size income limit. See chart below
  Monthly income is calculated based on weekly pay multiplied by 4.33.
  - Family of 2: $3990
  - Family of 3: $4660
  - Family of 4: $4970
  - Family of 5: $5820
  - Family of 6: $6670

Documents

- Birth Certificate of all children under 18 years old
- Photo ID
  - Non-expired New York State Drivers / Non-Drivers ID
  - NYC ID
  - Passport
  - Benefits Card
- Proof of Address -
  - Non-expired NYS photo ID
  - NYC ID
  - Official government letter
  - Lease
  - Rent receipt
  - Cable bill
  - Utility bill
  - Letter from Shelter

Income Source - Ability to pay for childcare

- 12 weeks of paystubs or letter from employer if getting pay in cash
- Notarized letter of financial support from family member or other parent