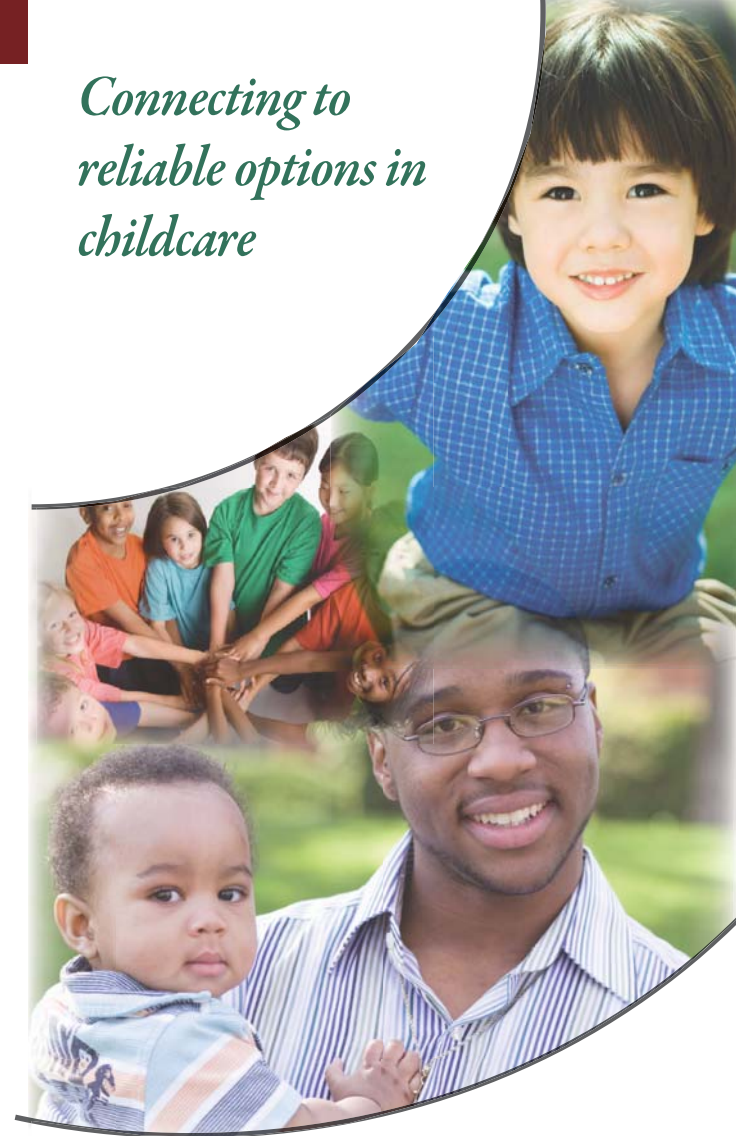


*Connecting to
reliable options in
childcare*



For more information, please contact:

Workforce Connections, Inc.
402 N. 8th Street
P.O. Box 2908
La Crosse, WI 54602-2908

Toll Free: 1-800-742-JOBS

TTY: 1-800-947-3529

Fax: 608-785-9939

www.workforceconnections.org



The W-2 and related programs are funded through the State of Wisconsin Department of Workforce Development using Temporary Aid to Needy Families (TANF) funds.

Equal Opportunity Employer/Program. TTY users 1-800-947-3529.

Auxiliary aids and services are available upon request to individuals with disabilities.

**Wisconsin Shares Childcare
Assistance Program**

Administered by:



What is the Wisconsin Shares Childcare Assistance Program?

The Wisconsin Shares Childcare Program helps eligible families with the cost of childcare while their parents are at work.

Who is eligible to receive assistance?

- Eligible parent(s) who are employed;
- Eligible parent(s) in training and education programs; and
- Eligible parent(s) involved in the State sponsored work program.

How do I know if I am eligible?

Workforce Connections, Inc. is the organization that will determine your eligibility for childcare assistance.

You must meet certain guidelines including family income of less than 185% of Federal Poverty Level (FPL) initially and 200% FPL ongoing.

What factors are considered when determining eligibility?

Workforce Connections, Inc. staff members follow State of Wisconsin guidelines when determining the amount of subsidy that will be covered. These factors include:

- Income;
- Size of family;
- How many children are in care;
- Type of provider used (regulated); and
- Number of hours authorized.

If I am eligible, who selects the childcare provider for my children?

You may select a provider you feel best meets the needs of your family as long as the provider is:

- Licensed;
- Regularly certified; or
- Provisionally certified.

To see if you are eligible, request an appointment.

You will be offered a time to meet a case manager within five (5) business days. You will be asked to bring along documents to help establish your eligibility.

At that appointment, you will need to provide your case manager with requested documents. Once your application is processed you may be referred to the appropriate agency that will complete an authorization for the childcare provider you have selected.

Once you have been determined eligible and are enrolled in the program, you will need to review your eligibility with your case manager every six (6) months.

You must report changes that affect your eligibility to your case manager or the change center within certain time frames that will be discussed with you at the eligibility appointment.

