

April 1, 2020

COVID-19 Frequently Asked Questions
**Child Care Assistance Program
(CCAP)**

Q1 What is the Child Care Assistance Program (CCAP)?

The Child Care Assistance Program helps income-eligible families pay for child care while they work or attend school or training.

Q2 Who should apply for program?

Anyone who needs assistance paying for child care while they are working or attending school or training may apply for assistance. Individuals who qualify for the program must live in North Dakota.

Q3 Where do I apply for the program?

You can apply for the program one of three ways.

- [Apply online](#)
- Print out and complete the [Application for Assistance](#) and return it to your local [County Office](#)
- Contact your local [County Office](#) to have an application mailed to you.

Q4 If I am approved, will there be any child care costs that I will have to pay?

Most families pay a co-payment, which is the amount you are required to pay towards the costs of child care. Families must pay their co-payment and any costs charged by the child care provider that are not covered by the Child Care Assistance Program.

Q5 If I do owe a co-pay, how is it determined?

The program uses your income and household size to determine your monthly co-payment. This [sliding fee chart](#) shows what your family's co-payment would be based on your income and household size.

Q6 Is there a maximum fee that my childcare provider can charge?

CCAP does not control what providers charge. There is, however, a rate schedule for CCAP. The program's payment rates are based on your child's age, the amount of time your child is in care, and the type of child care provider that provides care. Any cost that is over what the program pays is your family's responsibility to pay.

Q7 How do I know if my provider qualifies?

A provider must be one of the following types to receive payment from the Child Care Assistance Program:

- **Licensed provider** - care is provided in a home or facility setting.
- **Self-declaration provider** - unlicensed care provided in a home.
- **Tribal provider** - care is provided by a provider who lives on a reservation and has applied through Tribal Social Services and has met their requirements.

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- **Approved relative provider** - care is provided by a relative whose relationship to the child is by blood, marriage, or court decree. This includes a grandparent, great-grandparent, aunt, uncle, or sibling.
- **Air Force provider** - care is provided by a provider who lives on an U.S. Air Force Base and has applied through the Air Force Base child care licensing and has met their requirements.
- **Out-of-State provider** - care is provided by a provider who lives in another state, and has applied through their state and has met their state's requirements.

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