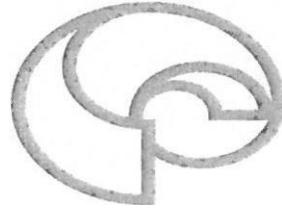


CAPE-FEAR COMMUNITY COLLEGE



Cape Fear Community College

2018-19 Child Care Provider Funding Application Process and Eligibility Requirements

1. Submit the 2018-19 FAFSA to determine your need for assistance.
2. Enroll in 3/4 time (9-11) credits in an approved program of study. These credits must be required in your program of study (major). Having all online classes is not acceptable for this program. Meaning 90% of your classes must be in a classroom.
3. Students must be NC residents and must be maintaining satisfactory academic progress as determined by the Financial Aid Office.
4. Length of eligibility is limited to the published length of your academic program (two years for a degree program; one year for a diploma program). Students enrolled in certificate programs are not eligible.
5. Submit a Child Care Provider Funding Application and a copy of the first page of the 2016 filed Federal Income Tax Return to indicate the number in your household.
6. Submit a Child Care Provider Statement. Your child must attend a licensed day care facility for you to be eligible for the reimbursement program.
7. Reimbursement is limited to your actual expenses, up to a maximum of \$125 weekly.
8. Monthly reimbursement checks will be mailed directly to the child care provider.
9. **Paid child care receipts MUST appear on child care provider letterhead or they will not be processed.**
10. Funds are paid only for fall and spring semesters (no summer assistance available).
11. Availability of funds is dependent on the annual allocation received from the NC Community College System Office.
12. Funds are awarded on a first-come, first-serve basis.
13. Failure to submit receipts for three consecutive weeks without preapproval from Childcare Coordinator will result in termination of your funding. Funds will then be reallocated to assist other applicants.

**2018-19 CHILD CARE PROVIDER FUNDING APPLICATION
(To be completed by Student)**

Name _____ SSN _____

Address _____

City _____ State _____ Zip _____

Phone _____ Email _____

Marital Status (circle one): Married Separated Divorced Single Widower

Total Number of Persons in Household _____ Total Number of Children in Daycare _____

Child's Name _____ Age _____ Date of Birth _____

Child's Name _____ Age _____ Date of Birth _____

Child's Name _____ Age _____ Date of Birth _____

Child's Name _____ Age _____ Date of Birth _____

Attach most recently completed Federal Income Tax Return to indicate financial support of child(ren)

Do you/will you receive child care assistance from another agency? Ye

If yes, indicate source of funding and amount received per week:

_____ Department of Social Services \$ _____

_____ Employer \$ _____

_____ TANF \$ _____

_____ County \$ _____

_____ Other \$ _____

Name and Address of Agency providing
funding: _____

*****Please provide verification of
funding received from the
agency*****

I attest to the accuracy of the above information.

Signature

Date

For Office Use Only

Are you currently enrolled? Yes No Number of semester hours: _____

Have you submitted a Financial Aid Application (FAFSA)? Yes No

Do you currently receive financial aid? Yes No

Cape Fear Community College

2018-2019 CHILD CARE PROVIDER STATEMENT (To be completed by childcare provider)

Name of Agency: _____ Director _____

Address: _____ Registration/License Number _____

City: _____ State: _____ Zip: _____

Phone

Fax Number

Parents Name

Student ID Number

Indicate the agency's classification: Individual/Proprietor Corporation Non-Profit. _ _
How many daily hours constitute part time care full time care Weekly charges prorated *Y/N*

Child's Name
Date of birth
Age
Full time Part time

<u>Daily Rate</u>	<u>Weekly Rate</u>	<u>Monthly Rate</u>

Child's Name
Date of birth
Age
Full time Part time

<u>Daily Rate</u>	<u>Weekly Rate</u>	<u>Monthly Rate</u>

Child's Name
Date of birth
Age
Full time Part time

<u>Daily Rate</u>	<u>Weekly Rate</u>	<u>Monthly Rate</u>

Application is valid for period beginning August 27, 2018 and ending May 9, 2019.

I agree that this facility has proposed to provide care for the above named child(ren) with the understanding that CFCC will make payments directly to the child care provider on a monthly basis AFTER services are rendered . Furthermore, I understand that this document is for informational purposes and is not an official contract. An official contract will be based on the information provided on this document and may be forthcoming.

Student/Parent Signature

Date

**This form must be accompanied by a W-9 form completed by the childcare provider or reimbursement cannot be processed.

Form **W-9**
(Rev. December 2014)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

1 Name (as shown on your Income tax return). Name is required on this line; do not leave this line blank.	
2 Business name/disregarded entity name, if different from above	
3 Check appropriate box for federal tax classification; check only one of the following seven boxes:	4 Exemptions (codes apply only to certain entities, not Individuals; see instructions on page 3):
<input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> DC Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited Liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) Note. For a single-member LLC that is disregarded, do not check U.C.; check the appropriate box in the line above for the tax classification of the single-member owner.	Exempt payee code (if any) Exemption from FATCA reporting code (if any)
5 Address (number, street, and apt. or suite no.)	Requester's name and address (optional)
6 City, state, and ZIP code	
Taxpayer Identification Number (TIN)	
7 List account number(s) here (optional)	

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid

backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for

guidelines on whose number to enter.

Social Security number



OR

Employer identification number

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not *been* notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have *been* notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and

Sign | Signature of Here . U.S. person..

Da
te
..

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/fw9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding? on page 2. By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of *any* partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.

dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

