

CCFS Required Documents List/Application Information

Do you need help with the cost of child care?

United Counties of Leeds and Grenville

Child care fee subsidy helps eligible families with the cost of licensed child care.

To be eligible, you and your family:

- Live in Leeds and Grenville
- Are working, going to school or have a special need, and
- Have filed your most recent income tax return.

The following documents are required to determine eligibility:

- 2019 Notice of Assessment (NOA)
- Proof of Residency in Leeds and Grenville
- Photo Identification for the adults
- Identification for the child(ren)
- Proof of Employment: pay stub, letter from their employer **or**
Proof of education: acceptance in educational program, Program Outline, OSAP Assessment

You may also be asked to provide:

- Custody Document(s): Court Order/Separation Agreement or Declaration of the Custody Arrangement (signed and dated)
- Self-Employment Profile
- Special Needs Referral

For more information:

Email childcare@uclg.on.ca

Call 613-342-3840 or 1-800-267-8146, extension 2351

TTY 613-341-3854 or 1-800-539-8685

To apply:

Scan the QR Code below to complete the application:



Or go to <https://uclg.formbuilder.ca/Community-and-Social-Services/Childrens-Services/Application-for-Child-Care-Fee-Subsidy>