



Program Purpose: To provide vouchers for birth through 4-year-old children of Truro residents, Town of Truro employees, and employees/ owners of Truro businesses to attend State-licensed childcare programs, as defined by the *Program Eligibility Requirements*.

Background: A General Override for Community Sustainability Programs, which includes the Childcare Voucher Program was approved by Truro citizens at 2023 Annual Town Meeting and the 2023 Annual Town Election Ballot. The voucher program is designed to provide financial assistance in the form of direct-to-provider vouchers for birth through 4-year-old children of Truro residents, Town of Truro employees, and employees and business owners employed for more than 20 hours per week by a business with a physical location in the town of Truro.

Program Eligibility Requirements:

Applicant Eligibility: Per Town Meeting Article 12, the voucher system program is “for eligible birth through four-year-old children for direct-to-provider tuition assistance up to a maximum of \$7,500.00 for each eligible child.” The program is open to birth through four-year-old children enrolled in a state-licensed childcare program, or a licensed pre-school or pre-k program that is not the Truro Central School Pre-School Program, who are born by August 31, 2023, and are not five years or older as of August 31, 2023. If a child can be accommodated in the Truro Central School Pre-K program, approval must be granted to allow use of the voucher to attend a program outside of Truro. Children enrolled in the Truro Central School Pre-School program are not eligible for the voucher program in the same program year (September 1- August 31). Only children of Truro residents, children of Town of Truro employees, and children of employees and business owners employed for more than 20 hours per week by a business with a physical location in the town of Truro, provided that the Truro location is the primary location of the employee’s work for each month for which tuition assistance is provided are eligible. All required documentation and an application are required for eligibility.

Note: To qualify as a Town of Truro employee, the parent/ legal guardian of the child must be a permanent employee of the Town of Truro or Truro Central School (1099 contractors/ seasonal and temporary employees are not eligible).

Provider Eligibility: Eligible providers must hold a valid State-license from the Department of Early Education and Care or the similar and the license must allow them to care for the child for whom the voucher will cover. Documentation is required for eligibility.



Required Documents:

Applicant Documents:

- Completed and signed application
- Copy of birth certificate of child-does not have to be certified copy
- Proof of legal guardianship (if applicable)
- And:

If Truro Resident:	If Employees/Business Owners of Truro Business:
Proof of residency (must submit <u>one</u> . Additional documents may be requested if further verification is required): <ul style="list-style-type: none"> • Copy of parent/ guardian Massachusetts Driver’s License or Massachusetts ID card demonstrating Truro address. • Copy of Truro Real Estate Tax Bill in the name of the parent or guardian • Copy of Lease for a Truro property in the name of the parent or guardian • Copy of utility bill in parent’s or guardian’s name at a Truro address 	One month of most recent pay stubs demonstrating 20+ hours per week. Additional documents may be requested if further verification is required.

All applicants will be notified of receipt of documents and whether the application process is complete. Applicants will not be considered eligible for the voucher until all required documents are completed, submitted, and approved. Additional documents may be required.

Application Deadlines:

Application Must Be Received By	To Receive Funding for (Timeframe)
August 31, 2023	September 1, 2023- February 28, 2024
February 28, 2024	March 1, 2024- August 31, 2024

Funding Allocation: Half of the program funds will be allocated evenly to eligible applicants with eligible childcare expenses on a monthly basis for the months of September 2023 through February 2024. The other half of the program funds will be allocated evenly to eligible applicants with eligible childcare expenses on a monthly basis for the months of March 2024 through August 2024. Total voucher support for each eligible child shall not exceed \$7,500 for the course of the year.