

CHILD CARE VERIFICATIONS¹

Fort Mill Housing Services, Inc. is seeking to eliminate problems with applicants and/or participants enrolled in the rental assistance programs, due to falsifying information regarding child-care deductions. Fort Mill Housing Services, Inc. will require additional information from individuals requesting a child-care allowance in order to prevent possible cases of fraud.

The current policy states that all childcare costs must be 3rd party verified from the care provider. The next type of verification is oral, then a review of documents received. The last type is self-certification.

The current policy will continue with only licensed day care providers. The Program Directors will make the determination as to who is a licensed day care, under the North Carolina/South Carolina State guidelines for Licensed Day Cares.

Applicants or Participants that use a private child-care provider will be required to provide the following additional information before any deductions will be allowed:

- Applicants/Participants must provide the name and address of the child-care provider;
- Six (6) months of canceled checks or copies of completed money orders showing payment to the individual;
- If the above information cannot be provided as outlined, then the allowance for child-care will not be allowed.
- For Participants entering into the work force and seeks child-care from an individual provider then an allowance will be given at that time; however weekly documentation must be provided monthly as outlined above to retain the allowance. Documentation will be required to be provided to the Housing Authority for the initial six months.
- If the information is not provided or cannot be provided on a monthly basis as stipulated above, then the participant will lose the child-care allowance. A thirty, (30) day notice will be provided of the increase in rent.

All child-care cost must continue to be reasonable and customary for the area in which a resident lives. This deduction is only given in order to allow an adult in the family to be gainfully employed and cannot be greater than the amount earned.
