



# ARMY FEE ASSISTANCE



Army Fee Assistance Program  
Certification of Non-Availability  
Army, Child, Youth and School Services

Army Fee Assistance Program guidelines state that Patrons are not eligible to apply for Army Fee Assistance when there is on post child care available within 30 days. In the event that on post child care is not available within 30 days, the Patron is eligible to apply for Army Fee Assistance and must provide this form as documentation of non-availability of on post child care programs.

## Section 1

The following Patrons are exempt from this requirement. If you are in one of these categories, please check the appropriate box and complete Section 2 of this form. Please submit this form, along with your completed fee assistance application, to Child Care Aware® of America via fax, email, or postal mail. You may find the fee assistance application at <http://usa.childcareaware.org/military-programs/military-families/army/>.

<b>Recruiter</b>	<b>Child/Children are School Age/Kindergarten and above</b>
<b>Geographically Dispersed</b>	<b>Stationed on a military installation not managed by Army</b>

If you are **NOT** in one of the above exempt categories, please complete Section 2 and contact your installation Child, Youth and School Services Parent Central Services Office to complete and submit this form.

## Section 2

Printed name of qualifying Army Sponsor:	Garrison Name:
Name of Child:	Date of Birth:
Name of Child:	Date of Birth:
Name of Child:	Date of Birth:

By completing this certification, I am notifying CCAoA that due to non-availability of on post child care space, I am eligible to apply for Army Fee Assistance. I further understand that in order to apply for Army Fee Assistance via CCAoA, I must complete an application package that must be submitted directly to CCAoA in order to determine my eligibility in the Army Fee Assistance Program.

_____	_____
<b>Qualifying Army Sponsor's Signature / Last 4 of SSN</b>	<b>Date</b>

## Section 3

### Certification of Non-Availability

Completion of this section certifies that space is **NOT AVAILABLE** for the child/children listed above.

CYSS Parent & Outreach Services Director's Signature:	
CYSS P&OS Director's Email:	Phone Number:
Installation/Garrison:	Date:

**Child Care Aware® of America**  
1515 N. Courthouse Road, 2nd Floor  
Arlington, VA 22201  
Phone: 1-800-424-2246  
Fax: 703-341-4104  
Email: [msp@usa.childcareaware.org](mailto:msp@usa.childcareaware.org)