

Best Starts for Kids Child Care Subsidy Documents to Prove Program Eligibility

The Best Starts for Kids Child Care Subsidy program helps families get free or low-cost child care. Your family may qualify if you live in King County and if your income fits the program's requirements.

If you want to apply for a Best Starts Child Care Subsidy, you need to provide some documents.

These documents will help prove where you live and how much money you earn.

Below is a list of the types of documents you can use. If you cannot provide the documents listed here, there will be a place in the application to notify the program administrators.

Your Address

Each document must show a parent/guardian's full name and be dated within three months of when you submit your application. You can choose from two options:

<p>OPTION 1 Please provide ONE document from this list:</p> <ul style="list-style-type: none"> • Mortgage statement • Signed rental lease (current) • Any utility bill (gas, water/garbage, electricity, internet, landline phone) • Homeowner's or renter's insurance statement • Housing agency letter (current) • Rental receipt • Washington State Address Confidentiality Program card • Attestation of Homelessness (found within application) 	<p>OPTION 2 Please provide TWO documents from this list:</p> <ul style="list-style-type: none"> • Insurance document (health, car etc.) • Benefits document from the agency (DSHS, SSI, etc.) • Pay stub from employer • Financial document (bank statement, retirement, credit card statement, etc.) • Other bills • Driver's license or Washington State Identity Card (non-expired) • Consulate card from any country
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Your Income

Please provide documents for all the income your household receives. Your household includes **you** as well as **your spouse** or **significant other who is the parent of your child**.

<p>If you receive...</p> <p>INCOME FROM AN EMPLOYER (Submit one of these options)</p> <ul style="list-style-type: none"> • Paystubs showing gross income from your previous two (2) full months • Employer letter (only when starting a new job) --must be on letterhead, include the start date, hours worked, wage and dated from the last 60 days <p>CASH INCOME FROM WORK</p> <ul style="list-style-type: none"> • Complete Declaration of Self-Employment Income within application <p>PAYMENTS FOR DRIVING OR DELIVERY THROUGH AN APP-BASED COMPANY</p> <ul style="list-style-type: none"> • Complete Declaration of Self-Employment Income within application • Monthly statements for last three months of income <p>STUDENT INCOME (Submit any applicable)</p> <ul style="list-style-type: none"> • Financial aid - Award letter & tuition statement • Work study- Award letter or supervisor letter including hours/wage <p>OTHER INCOME (Submit any applicable)</p>	<p>Paid weekly? Submit 8 paystubs</p> <p>Paid every two weeks? Submit 4-5 paystubs</p> <p>Paid bi-monthly? Submit 4 paystubs</p> <p>Paid monthly? Submit 2 paystubs</p>
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- Child support received - complete Declaration of Child Support Received within application
- Rental income- Schedule E tax document from most recent tax year
- Other income–last two (2) months of statements
- Things we do **NOT** need to see from you: TANF award, Housing vouchers, SNAP/other food benefits, Best Starts for Kids Child Care Wage Boost Pilot payments.

SELF EMPLOYMENT OR SMALL BUSINESS INCOME

- Complete Declaration of Self-Employment Income within application
- Other documentation based on category of income below:
 - **I am an independent contractor or I own the business**
 - Submit one (1) of the following:
 - Tax Form 1040, Schedule 1, and Schedule C or EZ (submit all three forms) OR
 - Profit and Loss Statement for last three (3) months
 - **My business is an LLC and/or an S-Corp**
 - Submit one (1) of the following:
 - If owner: Tax Form 1040, Schedule 1, and Schedule C or EZ (submit all three forms)
 - If partner: Tax Form 1040, Schedule 1, Form 1065, and Schedule K-1 (submit all four forms); OR
 - If owner or partner: Profit and Loss Statement for last three (3) months
 - **My business is a general partnership**
 - Submit one (1) of the following:
 - Tax Form 1040, Schedule 1, Form 1065, and Schedule K-1 (submit all four forms) OR
 - Profit and Loss Statement for last (3) months

NO INCOME

- Complete Attestation of No Income (found within application)