

**While You Wait:
A Resource Checklist for Families on the Child Care Assistance Program Wait List**

- **Keep your contact information current.** The Department needs to be able to contact you once funding becomes available. If you move or change your email or phone number, please let us know. Contact your analyst or call center (1-877-453-2721 or ldeccap@la.gov) and they will help you complete a Report of Changes form (CCAP 10).

- **Have the required child care assistance eligibility documents at all times.** When funding becomes available, the Department may need to review updated documentation of your eligibility. Please keep the following eligibility documents on hand at all times:
 - last 4 consecutive check stubs (current within 45 days)
 - unearned income (if applicable)
 - detailed school schedule (if applicable)
 - birth certificate(s) for all children in the household
 - social security cards for all household members (optional)
 - updated immunizations for your child(ren)

- **Find out if there are other early childhood options in your community.** Contact your local Early Childhood Community Network lead agency to learn more about other available publicly funded early childhood options, to understand what you may be eligible for and how enrollment works. Contact the Call Center to find out the contact information for the Lead Agency in your area.

- **Find out if there are other resources in your community.** Contact your local Resource and Referral agency for information about community assistance programs. Contact the Call Center (1-877-453-2721 or ldeccap@la.gov) to obtain the contact information for the Resource and Referral Agency in your area. Resource and Referral Agencies can:
 - provide assistance with completing child care application
 - assist with finding the right child care setting for your child
 - aid with finding help to pay for child care
 - connect parents with the local Head Start/Early Head program

- **Check to see if you are eligible for other types of assistance programs.** If you are eligible for CCAP, you may be eligible for other programs that could help you free up money in your budget. Consider the following:
 1. SNAP, STEP/FITAP, TANF – 1-888-LAHELPU (1-888-524-3578)
 2. LIHEAP – 1-888-454-2001
 3. MEDICAID – 1-888-342-6207

- **Talk with your present child care program(s).** If you are currently enrolled or have a preferred program, have a conversation with the Director about what’s going on so they are fully aware of your situation. The Director may offer other options that can assist you and your family.