

# **Air Force Subsidy Program**

## **PROGRAM OVERVIEW**

- The Air Force Subsidy Program is a program that partially subsidizes the weekly childcare fee for parents using approved off-base child care facilities when child care is unavailable in on-base childcare facilities. Program participation is voluntary for providers and parents. To request participation in the AF Subsidy Program, parents must be full-time single-/dual-working Active Duty Air Force or DoD employees assigned to the specified subsidized location.
- When providing care for a subsidized child, providers receive a subsidy that reflects the difference between the required parent payment for a comparable space at an installation-based child care facility and the level of subsidy established by HQ USAF/A1SOC for that type of space. Eligible families pay the Provider the amount that they would pay to the base child care facility based on their total family income.
- The goal of the program is to increase the availability of affordable care for parents. Subsidizing reduces the out-of-pocket childcare costs for parents in high cost areas, especially those in the lower income categories.

## **BASIC RULES OF ENGAGEMENT**

Subsidy is designed to offset the difference a military member would pay at an off-base center compared to the fee (as determined by Total Family Income) which would be charged at a military center-based child care program

- Participation is an option only at prior-approved off-base facilities that are activated in the Subsidy system
- Subsidy is based on weekly fees in US dollars that will not fluctuate with currency rate
- There is a weekly cap placed on the subsidized amount
- Parents requesting subsidy are responsible for completing all necessary paperwork and submitting to the appropriate installation-level Child & Youth Programs (CYP) POC
  - Complete DD Form 2652 (Application for DoD Child Care Fees)
  - TFI Calculation Sheet (Provide most current Leave and Earning Statements/pay stubs)
  - AF FCC Subsidy Program Parent Agreement
  - Air Force FCC Subsidy Registration Checklist
  - Proof of Full-Time Student Status

- Base-levels POCs will enroll new patrons into the online subsidy system and supply necessary paperwork for enrollment to AFSVA/SVPY

Eligibility for participation in the program will terminate when one of the following occurs:

- The active duty member leaves military service
- The DoD civilian sponsor terminates federal service
- The other parent that is seeking employment does not gain employment after 3 months
- The other parent is no longer attending school full-time or employed outside the home
- The child is offered and accepts a slot at an on-base child care facility

### **SUBSIDY PROGRAM POC:**

**Lorrie Heller, Community Child Care Coordinator, phone: 226-2170 or 01638-52-2170  
lorrie.heller@us.af.mil**

### **APPROVED OFF-BASE CHILD CARE FACILITIES**

*Parents will be responsible for contacting the child care facilities to verify availability and once a facility has been selected then contact the FCC Coordinator, they will ensure the required paperwork is completed by the facility, then FCC Coordinator will forward subsidy information from the family to the AF FCC Subsidy Program for approval. Parent will be notified when approval is received. Do not start care at facility until approval is obtained.*

		
<p><b>Little Pirates Child Care (Drake)</b> Birth to 8 years Address: Drake First School Fairfields, Thetford IP24 1JW ☎: 01842 762055</p>	<p><b>Spring Nursery RAF Honington (Action for Children)</b> Birth to 5 years (School-age during term breaks) Address: Spring Nursery, 16 Heath Rd, RAF Honington, Bury Saint Edmunds IP31 1LJ ☎: 01359 269493</p>	<p><b>Bury St Edmunds Day Nursery (Kids Play)</b> 3 months to 5 years Address: Newmarket Road, Bury St. Edmunds IP33 3SN ☎: 01284 700414</p>



***Busy Bees at West Suffolk  
Hospital***

3 months to 5 years

Address:

Macmillan Way  
Hardwick Ln, Bury Saint  
Edmunds

IP33 2GJ

☎: 01284 829980

***Busy Bees at Thetford***

Birth to 5 years

Address:

Mallow Road  
Cloverfields, Thetford

IP24 2YD

☎: 01842 752757



Busy Bees at  
Stowmarket  
Cedar Park

Birth to 5 years

Address:

The Buntings,  
Stowmarket

IP145GZ

☎: 01449 770

Busy Bees at Cambridge  
Weswick

Birth to 5 years

Address:

Westwick  
Oakington, Cambridge

CB24 3AR

☎: 01223 232400

For families stationed at RAF Menwith Hill

<p>Busy Bees at Harrogate Hornbeam Park Birth to 5 years Address: Hookstone Rd Harrogate HG2 8QT ☎: 01423 815990</p>	<p>Busy Bees at Harrogate South Drive Birth to 5 years Address: 31 South Drive Harrogate HG2 8AT ☎: 01423 560054</p>	<p>Busy Bees at Harrogate Pannal Ash Birth to 5 years Address: 2 Pannal Ash Rd Harrogate HG2 9AB ☎: 01423 501492</p>	<p>Busy Bees at Harrogate Cornwall Road Birth to 5 years Address: 70 Cornwall Rd Harrogate HG1 2NE ☎: 01423 560875</p>

*Approved facilities are not Federally Endorsed by the United States Air Force, the Department of Defense or any entity of the United States Federal Government. They must be licensed/regulated by the host nation entity which oversees services that care for children and young people.*