

Workforce Solutions – Child Care Services (CCS) Waitlist Overview

Dear Family,

Finding affordable child care can be a constant challenge for families who are working, attending school or a training program, or looking for employment. Workforce Solutions offers Child Care Scholarships through the Child Care Services (CCS) program to help eligible families pay for the cost of child care. Although a waitlist is currently in effect, families will be contacted in the order they were placed on the waitlist as Child Care Scholarship slots become available.

Your family may be eligible if:

1. You reside in Hidalgo, Starr, or Willacy County;
2. You have a child under the age of 13 or a child with a disability under the age of 19;
3. Your family's income does not exceed 85% of the State Median Income (SMI) (see chart);
4. Each child receiving child care is a U.S. citizen or a qualified immigrant;
5. Your family meets the required participation activity:
 - Single-parent family: At least 25 hours per week of employment, education, training, or a combination; or
 - Two-parent family: At least 50 combined hours per week of employment, education, training, or a combination.
 - Job Search: Families may qualify for Initial Job Search Child Care if they meet the applicable requirements.

Maximum Gross Income Eligibility for Child Care Services October 1, 2026 – September 30, 2027

Family Size	Monthly 85% State Median
2	\$5,406
3	\$6,678
4	\$7,950
5	\$9,233
6	\$10,494
7	\$10,733
8	\$10,971
9	\$11,210
10	\$11,488

***Family Size:** Includes the parent(s) or spouse and any other person living in the household who may be claimed as a dependent on a federal income tax return or any minor child for whom the parent/applicant is responsible.

****Income:** For purposes of determining eligibility, incomes does not include federal or state assistance benefits or child support received.

Be Prepared to Provide Documents: Once contacted by **Child Care Services staff**, you may be asked to provide documents that apply to your family. Please have the following documentation available, if applicable:

- ✓ **Parent/Caretaker Identity:** Provide **one** of the following for each parent/caretaker in the household: Current valid driver license, government-issued photo ID, or Permanent Resident Card.
- ✓ **Child's Age, Citizenship/Immigration Status & Household Affiliation** – For **EACH** child applying for CCS, you must provide documentation verifying the child's age, citizenship or immigration Status **and** household affiliation.

Age Documents may include	Citizenship or Immigration Status Documents may include	Household Affiliation Documents may include
Birth Certificate (U.S. or its territories), Verification of Birth Facts (infants only), Original or certified copy of an adoption decree (U.S. or its territories), Current U.S. Passport, Adoption papers or records (U.S. or its territories), Bureau of Indian Affairs or Tribal Records, Immigration or Naturalization of Service records. Other acceptable documentation	U.S. Citizen: Birth Certificate, U.S. Passport book/card, TANF, SNAP, Medicaid, or other related public assistance records Qualified immigrant: Permanent Resident Card (Green Card/Form I-551), Form I-94/I-94A or other USCIS/immigration documentation.	Court custody documents, Tax Returns, TANF, SNAP, Medicaid, or other related public assistance records

- ✓ **Proof of Residency** – Copy of current utility bill (electric, water, gas or internet), school records, pay stub dated within 30 days of the application date if the current address is printed on stub, rent receipt showing the current address and dated within 30 days of the application date, Current Lease Agreement, Mortgage statement, Section 8 award letter, Homelessness determination.
- ✓ **If Employed** – Provide income documentation for each employed parent/caretaker in the household including check stubs for the most recent 3 months, and/or, Employment/Income Verification Form completed by the employer, documentation of any additional earned or unearned income for the most recent 3 months. Pay Frequency: Weekly: 12 check stubs; Bi-Weekly: 6 check stubs; Twice a Month: 6 check stubs; and Monthly: 3 check stubs. This includes earned and unearned income for household members age 14 or older who are not attending school and are working. Employment income for children ages 14 to 19 who are attending school is not included in determining household eligibility, unless the individual is a parent of the child(ren).
- ✓ **If Self-Employed** – Provide Self-Employment Verification form, Documentation verifying the business and Documentation verifying gross business income.
- ✓ **If Attending College or University:** Provide current school schedule **OR** current transcript.
- ✓ **If Attending a Vocational or Technical School:** Provide School Letter or Enrollment documentation, School or Training Schedule Verification Form completed by the school.
- ✓ **If Attending Highschool or GED Classes:** School Letter and School or Training Schedule Verification Form completed by the school.
- ✓ **Adult Household Dependents:** If you are claiming an adult household member (age 18 or older) as a dependent, submit documentation showing that the person is your dependent such as you recent signed Federal Income Tax Return (Form 1040) showing the adult as your dependent.

EQUAL OPPORTUNITY IS THE LAW

Lower Rio Grande Valley Workforce Development Board dba Workforce Solutions is an equal opportunity employer/program and auxiliary aids and services are available to individuals with disabilities. TTY/TDD via RELAY Texas service at 711 or (TDD) 1-800-735-2989/ 1-800-735-2988 (voice). **Revised October 1, 2026**

Parent Information

Choosing a Child Care Provider

Workforce Solutions Website – Child Care Services: Provides parents with information about Child Care Scholarships, eligibility requirements, and a list of CCS participating child care providers. www.wfsolutions.org

Finding the right care for your family

Child care is a place where children can learn and be cared for while adults work, go to school, or train for a job. It's important to choose the kind of child care that works best for your family. Common types of care:

- Child Care Centers
- Public Pre-Kindergarten (pre-K)
- School-age child care and camps
- Relative child care
- Home-based care
- Early Head Start and Head Start
- Child care for military families

To learn more about the different type of child care, visit the Texas Child Care Connection at: <https://www.childcare.texas.gov/families/types-of-child-care>

Texas Health and Human Services Commission – Child Care Regulation

Child Care Regulation (CCR) is a statewide program that regulates child care operations and child-placing agencies. CCR conducts inspections and investigations to help ensure child care operations comply with state licensing standards and requirements. Inspection reports are available online to help parents and families make informed decisions when selecting child care. For more information visit: <https://www.hhs.texas.gov/services/safety/child-care>

CCR Office in Harlingen
956-423-0130

CCR Office in Edinburg
956-316-8275

Choosing Quality Child Care

It is important for parents and families to choose a child care and early learning program whether center-based or home-based, that is licensed or registered with Child Care Regulation (CCR). CCR requires child care programs in Texas to meet minimum health and safety requirements known as minimum licensing standards. These standards help ensure that children receive care in safe and healthy environments. Many programs choose to go beyond these minimum requirements to provide higher-quality learning experiences. Texas Rising Star (TRS) certified programs, for example, meet additional quality standards related to areas such as curriculum and learning activities, teacher qualifications, classroom environments, and family engagement. Learn more about the quality standards achieved by Texas Rising Star certified programs and how to find a child care program that meets your family's needs. For more information visit: <https://www.childcare.texas.gov/for-families/understanding-quality-child-care>

Texas Rising Star

Texas Rising Star is a quality rating and improvement system (QRIS) for child care providers participating in the Texas Workforce Commission's (TWC) Child Care Services program. Texas Rising Star Certification is available to licensed child care centers and licensed and registered child care homes that meet established certification criteria. The Texas Rising Star program offers three levels of quality certification - Two-Star, Three-Star, and Four-Star to recognize and encourage child care and early learning programs as they achieve progressively higher levels of quality. For more information about the Texas Rising Star program visit: <https://www.childcare.texas.gov/texas-rising-star/about-texas-rising-star>

2-1-1 Texas

2-1-1 Texas, a program of the Texas Health and Human Services Commission (HHSC) helps Texas residents connect with health and human services in their local communities. Through 25 Area Information Centers (AIC's) across the state, 2-1-1 Texas provides accurate, organized, and easy-to-access information about state and local resources. 2-1-1 Texas is a free and anonymous information and referral service available 24 hours a day, 7 days a week, 365 days a year. No matter where you live in Texas, you can dial 2-1-1 or (877) 541-7905 to connect with information about resources available in your community. Whether you need assistance with food, housing, child care, crisis counseling or substance use treatment, or other health and human services, 2-1-1 Texas can help you find the resources you need. For more information, visit: <https://www.211texas.org>

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