

## **THE COAST GUARD CHILD CARE SUBSIDY BENEFIT PROGRAM INFORMATION AND ATTACHED APPLICATIONS**

THE UNITED STATES COAST GUARD (CG) AND GENERAL SERVICES ADMINISTRATION (GSA) HAVE PARTNERED TO PROVIDE AFFORDABLE CHILD CARE FOR CG MEMBERS. THE Memorandum of Agreement (MOA) WAS CREATED TO ASSIST ACTIVE DUTY CG MEMBERS AND CG RESERVISTS (ON ACTIVE DUTY FOR 180 DAYS OR LONGER) IN LOCATING AND ACCESSING STATE LICENSED CENTER BASED OR HOME BASED CHILD CARE FACILITIES AT DISCOUNTED RATES. **CHILD CARE INFORMATION AND REFERRAL SERVICE IS AVAILABLE THROUGH GSA FOR THOSE CG MEMBERS WHO NEED TO IDENTIFY AND LOCATE ELIGIBLE CHILD CARE PROVIDERS. FINANCIAL SUBSIDY UP TO 4,500 DOLLARS PER CHILD PER YEAR IS AVAILABLE TO QUALIFYING PERSONNEL FOR CHILD CARE SERVICES RECEIVED AT STATE-LICENSED COMMERCIAL (NON-MILITARY, NON-GSA, NON-FEDERAL) FACILITIES NATIONWIDE.** THE SUBSIDY WILL BE PAID DIRECTLY TO THE CHILD CARE PROVIDER ON BEHALF OF THE CG MEMBER.

**PARTICIPATING CG MEMBERS ARE RESPONSIBLE FOR SUBMITTING THE FOLLOWING FORMS (AVAILABLE FROM GSA AS BELOW):**

**A. PARENT APPLICATION GSA FORM 3674,**

[gs3674.pdf \(442.1 kb\) - PDF Version](#)

**B. PROVIDER APPLICATION OPM FORM 1644**

[http://www.opm.gov/forms/pdf\\_fill/opm1644.pdf](http://www.opm.gov/forms/pdf_fill/opm1644.pdf)

**C. COPY OF SPONSORS MOST RECENT FEDERAL TAX RETURN, AND**

**D. COPY OF CG MEMBER ORDERS OR IDENTIFICATION CARD.**

CG MEMBERS MAY REQUEST FORMS FROM AND SUBMIT THEM TO:  
GSA HEARTLAND FINANCE CENTER, GENERAL SERVICES ADMINISTRATION,  
1500 EAST BANNISTER ROAD, ROOM 1061, KANSAS CITY, MO 64131. **POC IS MS. JUDY GONZALES, TELEPHONE (816) 823-4582, FAX (816) 926-3642, Toll free number 1-866-508-0371** OR EMAIL US COAST GUARD (AT)GSA.GOV.  
FAXED FORMS WILL BE ACCEPTED.

THE AMOUNT OF SUBSIDY IS CALCULATED AS THE DIFFERENCE BETWEEN THE ACTUAL TUITION RATE CHARGED BY THE CHILD CARE PROVIDER AND TUITION RATE THE CG MEMBER WOULD PAY IN A CG OPERATED CHILD DEVELOPMENT CENTER. THE CG WEEKLY TUITION RATES ARE BASED ON TOTAL FAMILY INCOME (TFI) AS FOLLOWS:

<b>0-28,000</b>	<b>70.00 DOLLARS WEEKLY</b>
<b>28,001-34,000</b>	<b>85.00 DOLLARS WEEKLY</b>
<b>34,001-44,000</b>	<b>95.00 DOLLARS WEEKLY</b>
<b>44,001-55,000</b>	<b>108.00 DOLLARS WEEKLY</b>
<b>55,001-70,000</b>	<b>120.00 DOLLARS WEEKLY</b>
<b>70,000 AND ABOVE</b>	<b>132.00 DOLLARS WEEKLY</b>