



Child Care Assistance Program Redetermination Letter

It's time for your Redetermination! Adams County CCAP is providing a walk in-person redetermination week (no appointment needed). Our goal is to get 100% complete packet to allow for an effortless determination response.

Where: Adams County Human Services Building	g, 11860 Pecos St. Westminster, CO 80234
When : One of the following days of your choice	
Time : Between the hours of 9 am to 3:30 pm	

- A completed and signed Redetermination Packet.
- · Verification of your eligible activity.
 - O If you are employed, please provide 30 consecutive days of paystubs. If you just started new employment within the last 60 days, please have your employer complete and sign a Verification of Employment form.
 - O If you are self-employed, please provide a Self-Employment packet and receipts for any expenses you are declaring.
 - For expenses, please highlight the expense item, the date of the expense, and the amount on the receipt(s).
 - O If you are attending school/training, please provide verification of your Anticipated Graduation Date and which degree/certification you are pursuing.
- Verification of any unearned income going into your home, such as Social Security Income, VA benefits, Alimony, Child Support or unemployment.
- A signed and fully completed Custody Form (if both parents are not in the same household).
- A signed and fully completed Provider Form (even if there are no changes).

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•	Other	

Verification of Residence if your address has changed

Your Redetermination packet is due by ______.

If a Signed Redetermination Packet and Verifications are not received by the due date your case will close on ______.

^{*}There may be certain situations in which your caseworker can request additional information.