



DEPARTMENT OF HUMAN SERVICES

**Child Care Assistance Program**

1501 Blue Spruce Drive  
Fort Collins, CO 80524  
(970) 498-6300  
Fax: (970) 498-7987

PAYMENT OPTION

Dear Qualified Exempt Non-Licensed Child Care Provider,

You have a choice of how you will receive your child care payments. Below are your options and a little information about each choice.

**Direct Deposit**

- Your payment will go directly into your checking or savings account. The first month's deposit would probably be a check (which could take as long as four weeks to receive), your next payment would be sent directly to your bank account. With direct Deposit your payment should be available to you the Wednesday or Thursday after payroll closes. Although some people are concerned about the safety of their money using Direct Deposit, this is the safest choice available. By choosing this option, **no one can take your money out of your account**. Thousands of providers successfully receive payments every month through this method.

**KeyBank Prepaid Card**

- This card would be issued to you and your child care payments would be deposited directly onto the card. The card works like a debit card, you can withdraw cash, make purchases at grocery stores and some department stores (Wal-Mart and Kmart), and withdraw cash from ATM machines (remember ATM's charge a fee, which would reduce your amount). You would have access to your money within three days after payroll closes and this is the fastest way to get your payment.

**PLEASE SELECT ONLY ONE OF THE FOLLOWING PAYMENT OPTIONS:**

- I currently receive direct deposit and would like to continue.
- Direct Deposit
- New Colorado KeyBank Prepaid Card

Based on your choice above, the proper payment form will be sent to you with your CCCAP fiscal agreement draft. Both forms will need to be completed and returned to your CCCAP county office.

\_\_\_\_\_  
Provider Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Provider Name (PLEASE PRINT)

\_\_\_\_\_  
Social Security Number or Provider ID#