



# STATE ASSISTANCE FOR EMPLOYMENT RELATED FAMILIES

## What steps are needed to sign a child up for program and receive assistance from the state?

1. Apply for State of NH Child Care Scholarship at [www.dhhs.nh.gov/dfa/apply.htm](http://www.dhhs.nh.gov/dfa/apply.htm)
2. Complete the YMCA Child Care Registration Form every school year per child at your local branch or online at [www.graniteymca.org/child-care](http://www.graniteymca.org/child-care)
  - a. Indicate on the registration form what services are needed
  - b. Complete the authorization to deduct form for any fees that might not get paid by the state
3. Inform the Registrar that you will be receiving assistance from the state
4. Complete CampDoc Account
5. Registrar will assist you with the required Child Care Provider Verification state form, 1863
6. Vacation and Extra Full Day programs require additional paperwork
  - a. Selecting which programs you would like to utilize can be done two ways
    - i. Select the programs online through our website at [www.graniteymca.org/child-care](http://www.graniteymca.org/child-care)
    - ii. Complete a flyer for this event and submit to Director or Registrar
7. On the day of care you must sign the child in and out of the program with times and signatures

## If you have any questions, please contact the registrar at your local branch:

### YMCA OF DOWNTOWN MANCHESTER

Heather Doherty  
Child Care & Day Camp Registrar  
Phone: 603.232.8698  
Email: [hdoherly@graniteymca.org](mailto:hdoherly@graniteymca.org)

### YMCA ALLARD CENTER OF GOFFSTOWN

Amy Prescott  
Child Care & Day Camp Registrar  
Phone: 603.232.8635  
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### YMCA OF GREATER LONDONDERRY

Michele Zupokfska  
Registrar  
Phone: 603.232.8647  
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### YMCA OF STRAFFORD COUNTY

Linda Silvia  
Child Care & Day Camp Registrar  
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### YMCA OF THE SEACOAST

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Camp Gundalow & Child Care Registrar  
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