



# FAQs

## The Grandparent Caregiver Program: What You Need to Know

The Grandparent Caregiver Program (GCP) helps low-income District residents who are raising their grandchildren, great-grandchildren, great-nieces, or great-nephews. Those who qualify may get money every month to help care for children living with them. These Frequently Asked Questions (FAQs) outline some key practice requirements of the program.



### *Do I need legal custody to qualify for the program?*

You are not required to have legal custody of the child, but you must prove that you are the child's primary caregiver. There are two ways you can do this:

The first way is to provide one of the following documents:

- A court order, signed by a judge, granting you custody of the child; or
- A court order, signed by a judge, granting you standby guardianship of the child, pursuant to D.C. Code § 16-4801–4810; or
- A decree, signed by a judge, stating that you have adopted the child.

Or, if none of the above exist, then you can complete the checklist contained on the [application form](#) which indicates why the parents are unable to care for the child(ren), and also provide one of the following alternative pieces of evidence to confirm for us your caregiver status with the child:

- Records showing that the applicant enrolled the child in school during the most recent school year or that the applicant is the primary educational contact for the child; or
- Immunizations or medical records, no more than two years old, indicating that the applicant is tending to the child's medical needs; or
- Proof that the applicant has been receiving SSI or TANF for the child; or
- A notarized letter from any legal, medical, military, law enforcement, social service or other similar professional, or the applicant's landlord describing the applicant's status in caring for the child.

### *I've adopted my grandchildren, am I still eligible?*

Yes, as long as you are not receiving an adoption subsidy. Please provide us with a copy of your adoption decree.

### ***The child's parent lives in my home. Am I still eligible?***

You remain eligible under certain circumstances. The parent may continue to reside in your home if you have a court order granting you standby guardianship of the children, or if the parent is a minor (under 21 years old) who is enrolled in school or has a medically verifiable disability that prevents him or her from caring for the child. Please provide us with documentation to establish these.

### ***I'm the child's aunt, not the grandparent, am I still eligible?***

You are not eligible for the GCP, but you may qualify under the Close Relative Caregiver Program. You will be required to prove your relationship to the child. Please see the [Close Relative Caregiver Program Frequently Asked Questions](#) for further information.

### ***How do I prove that I am the child's grandparent?***

You prove this in your application through legal documents, birth certificates, paternity acknowledgements, child support agreements, certified DNA test results, or court reports. For example, if you are the child's paternal grandparent (a parent of the child's father) you can provide a letter from the child's father acknowledging he is the father and his birth certificate showing you are his parent.

### ***Why do I need a criminal background check?***

ALL adults (anyone 18 or over) in the house must comply with a local criminal history check and a federal background check. This is a program requirement and helps to ensure a suitable environment, including the health, safety, and welfare for the children in the household being considered for a subsidy. You are not automatically disqualified because you or someone in your home has a criminal record. CFSA reviews every case individually and takes into account the entire situation; this includes how long ago the conviction occurred, the type of conviction, and the circumstances surrounding it.

We conduct the criminal background checks at our offices. The adults in your home must schedule an appointment to come to our offices for fingerprinting. There is no cost to you for fingerprinting.

### ***What is the Child Protection Register Check and why do I need it?***

The child protection register is our database of those persons responsible for the abuse or neglect of a child. The law requires that all adults in the house (everyone 18 and older) complete a child protection register check so we can ensure the safety of the children in households receiving the subsidy. You are not automatically disqualified if you are listed in the registry. All cases are reviewed on an individual basis.

Included with your application packet is a Child Protection Register form. Each adult living in the house must complete and sign his or her own form and have it notarized or witnessed by a member of CFSA's staff. We will be happy to witness your signature when you come for fingerprinting.

### ***I've been told I cannot get TANF for the children because I get SSI. Am I still eligible?***

Yes. It is important to note that you only must APPLY for TANF. If TANF denies you because you currently receive SSI, you may still be eligible for the GCP. In the event you are denied for TANF, proof of that denial will need to be submitted with your application to the GCP.

### ***I'd like to go over my application with someone before I submit it. Can someone review it for me?***

Yes. We would be happy to go over your application to make sure it is complete. In order to facilitate this, please call (202)442-6009.

***Will I continue to get TANF or SSI if I am awarded this subsidy?***

Yes, this money comes in addition to the benefits you already receive. The amount of a subsidy you receive from the GCP is based on how much TANF or SSI you already receive from the government for the child.

***How long does the application process take?***

Applicants who have submitted all necessary documentation on average can complete the intake process within 45 days. However, there are times when documentation may be difficult to locate and submit, when this occurs it can delay the intake process up to 45 days.

***What happens after I am approved?***

After you are approved, we will make arrangements for you to review and sign a subsidy agreement. Once you sign the subsidy agreement your case will become active and you will get a debit card. The subsidy is NOT retroactive to the date you first submitted your application.

***Is there a waiting list for the program?***

The GCP throughout the year may or may not have a waiting list. For more information please contact us at the phone or email address listed below.

***Can I have the subsidy directly deposited into my bank account?***

No. You will be issued a debit card where funds are automatically deposited each month.

***Will you inform the child's parents that I am receiving this subsidy?***

No. Your application and involvement in this program is confidential. Your personal information may only be released at your request.

***What kind of things can I pay for with this subsidy?***

You can use the money you receive from this program ONLY on items and activities that benefit the child. They are listed in the subsidy agreement, and include things like: groceries, school clothes, summer camp, a portion of your rent or utilities, etc. The money cannot be used to the benefit of either of the child's birth parents.

If you have questions about **grandparent subsidies**, send an email to [cfsa.gcp@dc.gov](mailto:cfsa.gcp@dc.gov) or call (202) 442-6009