



**USDA Child Care Subsidy Administration Program (CCS)**  
 United States Department of Agriculture

**National Park Service (NPS) Child Care Subsidy (CCS) Program  
 Authorization for Release of Information**

The National Park Service (NPS) Child Care Subsidy Program was established to help NPS Employees and their Families with the cost of child care. The program requires that the Spouse/Partner be working, enrolled in the school or medically unable to care for the child/children in order to qualify to receive benefits under the NPS CCS Program.

In order for the USDA Subsidy Administration Section to determine my eligibility in the program,

I \_\_\_\_\_ hereby authorize  
*Printed name Spouse/Partner*

\_\_\_\_\_ to release the  
*School/College, Place of Employment or Medical Facility*

following information to the USDA Subsidy Administration Section:

\_\_\_\_\_ **School Schedule/Enrollment:** Start Date, End Date & Number of Credit Hours

\_\_\_\_\_ **Employment:** Start Date, End Date if applicable & Number of Hours worked per week

\_\_\_\_\_ **Medical Records:** Effective Date of medical condition, expected end date & the ability to care for my child/children

The release of this information is necessary in order for consideration of my eligibility in the NPS CCS Program.

***NPS Employees and/or their Spouse/Partner who misrepresent information used to calculate the NPS CCS Benefit may have their benefit terminated, and be removed from the NPS CCS and possible repayment of the NPS CCS benefits issued on the Employee's behalf.***

\_\_\_\_\_  
*Signature of Spouse/Partner*

\_\_\_\_\_  
*Printed Name of NPS Employee*

\_\_\_\_\_ *Signature of Qualifying NPS Employee / Last 4 of SSN* \_\_\_\_\_ *Date*

***Please provide a copy of this document to the School/College, Place of Employment or Medical Facility for authorization to release the information above. The original form must be submitted to the USDA Subsidy Administration Section to complete the NPS Employee's file.***

Submit to the USDA  
 Email: [npschildcare@gsa.gov](mailto:npschildcare@gsa.gov)  
 Phone: (866) 508-0371 | Fax: (816) 823-5432  
 2300 Main St – 2SE, KCMO 64108