

PROMISE JOBS CHILD CARE

PROMISE JOBS is an employment and training program administered by the Iowa Department of Human Services (DHS). DHS has contracted for program services to be provided by the Department of Employment Services (DES) and the Job Training Partnership Act (JTPA) program. In addition, the Bureau of Refugee Services (BRS) of DHS is responsible for providing program services to refugees.

Participants in the PROMISE JOBS program may be involved in job-seeking skills training, job search activities, work experience, high school completion, English-as-a second language classes, career exploration activities, or postsecondary vocational classroom training. PROMISE JOBS provides assistance with the costs related to participation in these activities, which includes payment of child care.

If you will be providing child care for a PROMISE JOBS participant, you will be asked to submit an estimate of cost. PROMISE JOBS payment for child care cannot exceed the going rate in your community. PROMISE JOBS is able to pay for some periods of absence if payment is required to hold a slot for the child, up to 30 days, but will not pay for periods of absence that exceed 30 days.

PROMISE JOBS payments for child care are normally paid directly to the child care provider. At the end of each month, you will need to provide the PROMISE JOBS participant with a bill showing the actual cost of care for that month. Your name and mailing address must be included on the bill. The participant will submit the bill to their PROMISE JOBS worker for payment. You can expect to receive a check directly from the Department of Human Services' administrative office in Des Moines within two weeks of submitting the bill.

Note: PROMISE JOBS will pay only for child care costs that are incurred for the participant's time in education or training. PROMISE JOBS will not pay for child care incurred for other reasons.

If for any reason you receive a payment from PROMISE JOBS which is more than the actual cost of services, the amount of the overpayment must be refunded to PROMISE JOBS.

If you have any questions about PROMISE JOBS child care payments, please contact the PROMISE JOBS office listed below.

(Office)

(Address)

(Worker Name)

(Phone Number)