



# EDWARD C. MAZIQUE PARENT CHILD CENTER, INC. OF THE DISTRICT OF COLUMBIA

1719 13<sup>TH</sup> STREET, NORTHWEST WASHINGTON, DC 20009 TEL. (202) 462-3375 FAX. (202) 552-2607

Wendell Campbell, DBA  
Chairman of the Board

Almeta R. Keys, M. Ed., M. Div.  
Chief Executive Officer

## Eligibility Requirements

Edward C. Mazique Parent Child Center, Inc., serves families residing in Washington, DC area.

Our Early Head Start Program serves children aged (6 weeks–3 years old)

Our Head Start Program serves children aged (3–5 years old)

We are also a Level II provider (OSSE Subsidy/Voucher)

Priority is given to children with disabilities and families with greatest need.

| Early Head Start and Head Start Eligibility | Early Head Start and Head Start: Documents Needed                                                                            |
|---------------------------------------------|------------------------------------------------------------------------------------------------------------------------------|
| Proof of child's Age (6 wks. to 5 yrs)      | Birth Certificate                                                                                                            |
| Income                                      | Pays tub, Tax Document, Unemployment etc.                                                                                    |
| Receiving Public Assistance (TANF/SNAP/SSI) | DHS Statement of benefits with home address                                                                                  |
| Foster Care through DC                      | Ward of the state document, Court document, foster care payment record                                                       |
| Homeless or living in transitional housing  | Letter from (Shelter, program or transitional housing),<br>Notarized letters from yourself and the person you're living with |

| OSSE Subsidy (Eligibility)                         | OSSE Subsidy: 6 weeks to 5 years old (Documents Needed)                                                                                                |
|----------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------|
| D.C. Residency (Provide one)                       | Government Issued photo ID, Utility Bill, DHS benefits, Rental office's receipt, Voter registration card, current Lease, pay statement with DC address |
| Child Citizenship (Provide one)                    | Birth Certificate, Child's US passport, Permanent residency card, or qualified immigration status document                                             |
| Proof of Child's Legal guardian                    | Birth Certificate, Adoption, Custody Order                                                                                                             |
| Qualifying Need (Select one that meets your need). | (Provide one document which applies to your choice of qualifying need)                                                                                 |
| Working parent                                     | Paystub, letter from employer, payment receipts, tax return                                                                                            |
| Job training or school                             | Letter from the program, school-issued document, Student ID, Class schedule, school receipt                                                            |
| Job search                                         | Verification of participating in a DC job search program, unemployment benefits                                                                        |
| TANF Payee                                         | DHS proof of benefits and address                                                                                                                      |
| SNAP E&T (Employment& Training)                    | SNAP E&T participation, Referral from ESA: Economic Security Administration verifying                                                                  |
| Child under protective services                    | Court order, Document from CFSA Vendor, referral from CFSA, Custody order                                                                              |
| Child with disability                              | Current IFSP/ IEP document                                                                                                                             |
| Adults with disability                             | Doctor's statement, DDS: DC Department of Disability Document for participation in vocational rehabilitation services                                  |
| Homeless                                           | OSSE referral form, verification letter from a homeless agency or from a social worker or court appointed case worker or court documentation           |
| Child of teen parents                              | Parent Birth Certificate, Parent Passport, Parent Government issue ID                                                                                  |
| Child of elder caregivers                          | Elder Caregiver Birth Certificate, Government issue ID, Social Security Benefits, Supplemental Security Income                                         |
| Child in EHS, HS                                   | Signed EHS or HS partnership agreement                                                                                                                 |
| Domestic violence                                  | Police report, court document, statement from social worker                                                                                            |
| Addiction recovery program                         | Court mandated treatment records, attendance records, CFSA referral form                                                                               |

**Note:** Provide Child's DC Universal Health Certificate and Immunization Records.

*"The Next Best Place to Home...Where We Are Doing What Is Best For Children!"*



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