



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

**National Park Service (NPS) Child Care Subsidy (CCS) Program  
 Separation Verification (*Pending Legal Action*)**

This form serves as certification that \_\_\_\_\_  
*Printed name of NPS Employee*

\*separated from his/her Spouse/Partner \_\_\_\_\_  
*Printed name of Spouse/Partner*

who no longer resides in the home with the NPS Employee. The child/children for whom the NPS Employee is applying for benefits reside with:

\_\_\_\_ NPS Employee      \_\_\_\_ Other Parent/Guardian      \_\_\_\_ \*Joint Custody

_____	_____
<i>Child's Full Name</i>	<i>Date of Birth (DOB)</i>
_____	_____
<i>Child's Full Name</i>	<i>Date of Birth (DOB)</i>
_____	_____
<i>Child's Full Name</i>	<i>Date of Birth (DOB)</i>

I understand by signing this document, I am certifying that the statement above is correct. I further understand this document is not considered a "Permanent Record" for my file and that if I wish to continue to receive a General Services Administration (NPS) Child Care Subsidy Benefit, I must provide proper legal documentation to the USDA within 6 months of the date of this document. Failure to provide legal documentation to the USDA may result in the suspension of my benefit.

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

***\*This form is not to be used in a geographical separation situation (EG: Geo Bachelor)***

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