

# How do I apply for Wisconsin Shares?

With help from the Wisconsin Shares child care subsidy program, Wisconsin families get the financial support they need to provide kids with high-quality child care—all while going to work, getting an education, and more. Answer a few questions at [access.wi.gov](https://access.wi.gov) to see if you're eligible and then apply! It only takes a few steps to get approved for financial support.

## Step 1

### Decide how you want to apply

Choose the option that's most convenient for you.



#### Online

Visit [access.wisconsin.gov](https://access.wisconsin.gov) to apply anytime, anywhere



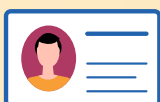
#### In Person or Over the Phone

Visit [dcf.wi.gov/wishares/where-to-apply](https://dcf.wi.gov/wishares/where-to-apply) to find your local agency

## Step 2

### Remember to keep a few important documents on hand

It makes it easier to verify that your family is eligible for Wisconsin Shares. You'll need at least one document from each of the five categories below. **Ask your local agency to see a full list of your documentation options.**



**Proof of identity** like your driver's license, a state or military ID card, tribal enrollment documents, or a U.S. passport



**Proof of Wisconsin residency** like a recent utility bill, or a lease or rental agreement with your address on it



**Proof of your child's legal status** like a certified birth certificate or a certificate of citizenship or naturalization for children born outside the United States



**Proof of income** like the last 30 days of paycheck stubs or a completed Employer Verification of Earnings form (EVF-E) (F-10146)



**Proof of approved activity** like the last 30 days of paycheck stubs, a student enrollment verification letter, school schedule, a W-2 Employability Plan or other Wisconsin agency self-sufficiency, training, or case management plan

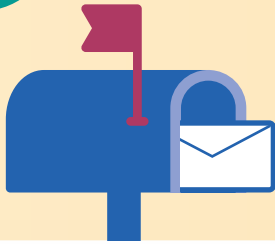


Wisconsin Department of  
Children and Families

[WIShares.WI.gov](https://WIShares.WI.gov)

Step 3

## Look for your Notice of Eligibility



Wisconsin Shares will notify you once the verification process is complete. Check your mailbox—or your email inbox if you applied online. You can also see your updated eligibility status at [access.wisconsin.gov](https://access.wisconsin.gov).



**Take the next step:** choose the right Wisconsin Shares child care provider for your family!



Wisconsin Department of  
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Want to learn more about the Wisconsin Shares child care subsidy program? Visit [dcf.wisconsin.gov/wishares/parents](https://dcf.wisconsin.gov/wishares/parents) today.

The Department of Children and Families is an equal opportunity employer and service provider. If you have a disability and need to access services, receive information in an alternate format, or need information translated to another language, please call the Division of Early Care and Education at 608-422-6002. Individuals who are deaf, hard of hearing, deaf-blind or speech disabled can use the free Wisconsin Relay service by dialing 711 to contact the department.