

## **Arizona Department of Economic Security Subsidy**

DES helps eligible Arizona families with childcare costs for kids up to age 12 while they work, attend school, or participate in job training.

**Step 1:** Determine if your family is eligible for DES. Please click on the link below to review DES eligibility.

## **Eligibility Requirements**

**Step 2:** Once you determine your eligibility, you'll need to <u>schedule a tour with Busy Bees</u> and submit your application to DES. During the tour, you'll receive all the essential information about our programs, tuition rates, available schedules, and curriculum. This is a great opportunity for you and your child to see the enriching environment, meet our dedicated teachers, and ask any questions you may have.

Apply online here: **DES Child Care Online Application**.

Use this link see or print a **DES Application for Child Care Assistance** 

Submit your application to a <u>local DES office</u> in person, by email, or by fax.

**Step 3:** Register at Busy Bees to secure your spot and wait while DES reviews your application; they may ask for more information to make a final decision.

If you register with Busy Bees before you get your DES approval, you can choose to pay the full tuition yourself until DES sends the approval. Alternatively, you can wait to start at Busy Bees until the DES approval is received. The DES approval will show how much DES will cover, how much you need to pay, and when your DES coverage will begin.

Should you choose to self-pay while awaiting the DES approval, you will be credited accordingly should the DES approval take effect during the waiting period

**Step 4**: Received the DES approval? We'll be thrilled to review your DES approval with you, finalize your start date, and make sure everything is set for your child's first day.