

# INCOME ELIGIBILITY APPLICATION

## YMCA Kids' Korner Child Care Center

**PART 1 - Child's Name:** \_\_\_\_\_ **Age:** \_\_\_\_\_ **Birth date:** \_\_\_\_\_  
**Child's Normal Child Care Schedule (check all that apply):**  Monday  Tuesday  Wednesday  Thursday  Friday  Saturday  Sunday  
**Child's Normal Hours of Care (include time and indicate AM or PM):** \_\_\_\_\_ AM/PM to \_\_\_\_\_ AM/PM and \_\_\_\_\_ AM/PM to \_\_\_\_\_ AM/PM  
**Normal Meal Service(s) Child will be Served:**  Breakfast  A.M. Snack  Lunch  P.M. Snack  Supper

**PART 2A - HOUSEHOLDS NOW GETTING FOOD STAMPS or TFA BENEFITS:** Complete this part and sign the application in Part 3 - DO NOT complete Part 2B.

Food Stamp Case Number: \_\_\_\_\_ TFA (Temporary Family Assistance) Case Number: \_\_\_\_\_

**PART 2B - ALL OTHER HOUSEHOLDS:** If you did not complete Part 2A, complete this Part and Part 3.

NAMES	CURRENT MONTHLY INCOME			
	Earnings from Work (Before Deductions) Job 1	Welfare, Child Support, Alimony	Payments from Pensions, Retirement, Social Security	Earnings from Job 2 or any Other Income
1. _____	\$ _____	\$ _____	\$ _____	\$ _____
2. _____	\$ _____	\$ _____	\$ _____	\$ _____
3. _____	\$ _____	\$ _____	\$ _____	\$ _____
4. _____	\$ _____	\$ _____	\$ _____	\$ _____
5. _____	\$ _____	\$ _____	\$ _____	\$ _____
6. _____	\$ _____	\$ _____	\$ _____	\$ _____
7. _____	\$ _____	\$ _____	\$ _____	\$ _____

**PART 2C - FOSTER CHILD:** Complete this Part and Part 3. In certain cases, foster children are eligible for free and reduced-price meals regardless of household income. If this is a state placed foster child, check here  and write the child's "personal use" income: \$ \_\_\_\_\_ and how often it is received: \_\_\_\_\_.

**PART 3 - SIGNATURE:** An adult household member must sign and date the application before it can be approved.

**PENALTIES FOR MISREPRESENTATION:** I certify that all of the above information is true and correct and that the food stamp or TFA number is current, correct or that all income is reported. I understand that this information is being given for the receipt of Federal funds; that institution officials may verify the information on the application and that the deliberate misrepresentation of the information may subject me to prosecution under applicable State and Federal laws.

**Signature of adult** \_\_\_\_\_ **Social Security Number** \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
**Printed name of adult** \_\_\_\_\_ **Date signed** \_\_\_\_\_

**Home telephone** \_\_\_\_\_ **Work telephone** \_\_\_\_\_ **Home Address** \_\_\_\_\_ **Zip code** \_\_\_\_\_

**PART 4 - RACIAL AND ETHNIC IDENTITY:** You are not required to answer this question.

**Ethnicity:**  Hispanic or Latino  Not Hispanic or Latino  
**Race:**  White  Black or African American  Asian  American Indian or Alaskan Native  Native Hawaiian or Other Pacific Islander

**Privacy Act Statement.** Section 9 of the National School Lunch Act requires that unless the participant's food stamp or TFA number is provided, you must include the social security number of the household member signing the application or an indication that the household member signing the application does not possess a social security number. Provision of a social security number is not mandatory, but if a social security number is not provided or an indication is not made that the adult household member signing the application does not have one, the application cannot be approved. The social security number may be used to identify the household member in carrying out efforts to verify the correctness of information stated on the application. These verification efforts may be carried out through program reviews, audits, and investigations and may include contacting employers to determine income, contacting a food stamp or TFA office to determine current certification for receipt of food stamps or TFA benefits, contacting the State employment security office to determine the amount of benefits received and checking the documentation produced by the household member to prove the amount of income received. These efforts may result in a loss or reduction of benefits, administrative claims, or legal actions if incorrect information is reported. The social security number may also be disclosed to programs as authorized under the National School Lunch Act and the Child Nutrition Act, the Comptroller General of the United States, and law enforcement officials for the purpose of investigating violations of certain Federal, State and local education, health and nutrition programs. Your eligibility information may be shared with education, health and nutrition programs to help them evaluate, fund or determine benefits for their programs; auditors for program reviews; and law enforcement officials to help them look into violations of program rules. Your information may also be shared with Medicaid or the State children's health insurance program (HUSKY), unless you tell us not to, in writing, within 30 days of signing this application. The information, if disclosed, will be used to identify eligible children and seek to enroll them in Medicaid or HUSKY.

**For Sponsor Use Only** Monthly Income Conversion: Weekly X 4.33, Every 2 Weeks X 2.15, Twice a Month X 2  
Total family income \$ \_\_\_\_\_ Family size \_\_\_\_\_ OR Food Stamp/TFA household   
Eligible Free:  Eligible Reduced:  Over Income:  Temporary Eligibility: Free \_\_\_\_\_ Reduced \_\_\_\_\_ Time Period: \_\_\_\_\_  
Sponsor Eligibility Official \_\_\_\_\_ Date \_\_\_\_\_

## INCOME ELIGIBILITY APPLICATION INSTRUCTIONS

Please complete the Income Eligibility Application using the instructions below. Sign the application and return it to the program. If you have any questions or need help filling out the application, contact \_\_\_\_\_ at \_\_\_\_\_.

**PART 1 - CHILD INFORMATION: COMPLETE THIS PART.** Print the name of the child enrolled in the program. Include age and birth date. Check the days of the week the child will normally attend the program. Insert the normal time(s) of day the child will be in attendance at the center. Check the meals the child will normally be served while attending the program. Please fill out one application for each enrolled child.

**PART 2A - HOUSEHOLDS GETTING FOOD STAMPS OR TEMPORARY FAMILY ASSISTANCE (TFA): COMPLETE THIS PART AND PART 3.**

1. List the current food stamp case number or the TFA case number for the child. Do not complete Part 2B.
2. An adult household member must sign the application in PART 3. A social security number is not required.

**PART 2B - ALL OTHER HOUSEHOLDS: COMPLETE THIS PART AND PART 3.**

1. Write the names of everyone in your household even if they do not have income.
2. Write the amount of income (the amount before taxes or anything else is taken out) received **last** month for each household member **and** where it came from, such as earnings, welfare, pensions, and other income (refer to examples below for types of income to report). If any amount **last month** was more or less than usual, write that person's usual income.
3. An adult household member must sign this income eligibility application and give his/her social security number in PART 3.

**PART 2C - FOSTER CHILD: COMPLETE THIS PART AND PART 3 FOR EACH FOSTER CHILD LIVING IN YOUR HOME AND ENROLLED IN THE PROGRAM.**

1. Write the foster child's monthly "personal use" income. Write "0" if no "personal use" income is received.
2. A foster parent or other official representing the child must sign the application in Part 3. Social security number is not required.

**PART 3 - SIGNATURE AND SOCIAL SECURITY NUMBER: ALL HOUSEHOLDS COMPLETE THIS PART.**

1. All income eligibility applications must have the signature of an adult household member;
2. The adult household member who signs the application must include his/her social security number. If he/she does not have a social security number, write "**none**". If a food stamp or TFA number is listed, a social security number is not needed.

**PART 4 - RACIAL/ETHNIC IDENTITY: COMPLETE THE RACIAL/ETHNIC IDENTITY QUESTION IF YOU WISH.** You are not required to answer this question. However, this information will help ensure that everyone is treated fairly.

### INCOME TO REPORT

Earnings from Employment

Wages/salaries/tips  
Strike benefits  
Unemployment compensation  
Worker's compensation  
Net income from self-owned business or farm

Pensions/Retirement/Social Security

Pensions  
Supplemental security income  
Retirement income  
Veteran's payments  
Social Security

Other Income

Disability benefits  
Cash withdrawn from savings  
Interest/dividends  
Income from estates/trusts/investments  
Regular contributions from persons not living in the household  
Net royalties/annuities/  
net rental income  
Any other income

Foster Child's Income

Only funds from welfare agency identified by category for personal use of child (clothing, school fees, etc., funds from child's family for personal use and earnings from other than occasional or part-time employment.) Do not count funds from welfare agency for shelter, care, etc.

Welfare/Child Support/Alimony

Public assistance payments  
Welfare payments  
Alimony/child support payments

Military Households

All cash income, including military housing/uniform allowances. Does not include "in-kind" benefits not paid in cash (base housing, clothing, food, medical care, etc.).

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