

INCOME ELIGIBILITY APPLICATION

Child Care Center/Head Start Nutrition Program

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 RECEIVING SNAP (formerly known as Food Stamps) or TFA BENEFITS:

Complete this part and sign the application in Part 3 - DO NOT complete Part 2B.
 Supplemental Nutrition Assistance Program or SNAP (formerly known as Food Stamps) 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			
	Names of All Household Members <i>(include the child listed above)</i>	Earnings from Work (Before Deductions) Job 1	Welfare, Child Support, Alimony	Payments from Pensions, Retirement, Social Security
1. _____	\$ _____	\$ _____	\$ _____	\$ _____
2. _____	\$ _____	\$ _____	\$ _____	\$ _____
3. _____	\$ _____	\$ _____	\$ _____	\$ _____
4. _____	\$ _____	\$ _____	\$ _____	\$ _____
5. _____	\$ _____	\$ _____	\$ _____	\$ _____
6. _____	\$ _____	\$ _____	\$ _____	\$ _____

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 SNAP 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. This explains how the information you provide will be used. Section 9 of the National School Lunch Act requires that unless the participant's Supplemental Nutrition Assistance Program (SNAP) 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 SNAP or TFA office to determine current certification for receipt of SNAP 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

Annual Income Conversion: Weekly X 52 ♦ Every 2 Weeks X 26 ♦ Twice a Month X 24 ♦ Monthly X 12

Total family income \$ _____ Family size _____ OR SNAP/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 RECEIVING SNAP (formerly known as Food Stamps) OR TEMPORARY FAMILY ASSISTANCE (TFA): COMPLETE THIS PART AND PART 3.

1. List the current SNAP (formerly, Food Stamps) 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 SNAP 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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Building For the Future

This day care facility participates in the Child and Adult Care Food Program (CACFP), a Federal program that provides healthy meals and snacks to children receiving day care.

Each day more than 2.6 million children participate in CACFP at day care homes and centers across the country. Providers are reimbursed for serving nutritious meals that meet USDA requirements. The program plays a vital role in improving the quality of day care and making it more affordable for low-income families.

Meals CACFP homes and centers follow meal requirements established by USDA.

Breakfast	Lunch or Supper	Snacks (Two of the four groups:)
Milk Fruit or Vegetable Grains or Bread	Milk Meat or meat alternate Grains or bread Two different servings of fruits or vegetables	Milk Meat or meat alternate Grains or bread Fruit or vegetable

Participating Facilities

Many different homes and centers operate CACFP and share the common goal of bringing nutritious meals and snacks to participants. Participating facilities include:

- **Child Care Centers:** Licensed or approved public or private nonprofit child care centers, Head Start programs, and some for-profit centers.
- **Family Day Care Homes:** Licensed or approved private homes.
- **Afterschool Care Programs:** Centers in low-income areas provide free snacks to school-age children and youth.
- **Homeless Shelters:** Emergency shelters provide food services to homeless children.

Eligibility

State agencies reimburse facilities that offer non-residential day care to the following children:

- children age 12 and under,
- migrant children age 15 and younger, and
- youths through age 18 in afterschool care programs in needy areas.

Contact Information

If you have questions about CACFP, please contact one of the following:

Sponsoring Organization/Center	State Agency Director
The Wallingford Community Day Care Center, Inc. 80 Wharton Brook Drive Wallingford, CT 06492 (203) 294-4176	Cheryl Resha, Education Manager State Department of Education Bureau of Health/Nutrition, Family Services and Adult Education 25 Industrial Park Road Middletown, CT 06457



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