

Documentation for Participation

General:

Applicant must be legally present in the United States and authorized to work. Appropriate documentation of Citizenship/Immigration status will be collected and maintained in client's file through completion of the I-9 document.

Applicants must provide their Name, Address, Social Security number, Telephone Number.

Applicant must be prepared to provide the Names, Ages, Relationships and Income for the last 30 days of those living with them.

The signature of the applicant is required. If the applicant is under the age of 18, the signature of a parent or guardian is required.

Income Verification (Verification of household income from the last 30 days):

*Acceptable verification includes **pay stubs, unemployment documents, income attestation, etc.***

*Also, if Household currently receives Medical Assistance: If applicant is 19 or over, provide **current medical card with applicant's name** listed. If applicant is 16-18, parent's name must also be on medical card.*

*Applicant can provide their **Snap card** when applicable.*