

ELIGIBILITY DOCUMENT REQUIREMENTS

THE FOLLOWING IS A LIST OF DOCUMENTS THAT MAY BE USED TO ESTABLISH ELIGIBILITY:

PROOF OF INCOME

- FEDERAL TAX RETURN (LATEST 1040, 140A, OR 104EZ)
 - PROOF OF UNEMPLOYMENT IF INCOME SURPASSES ELIGIBILITY LIMIT
 - NON-FILERS: IRS VERIFICATION OF NON-FILING STATUS
- DSS CASH ASSISTANCE: CURRENT BUDGET SHEET (MOST RECENT AND NO OLDER THAN 90 DAYS)
- SSA/SSI DOCUMENTATION: SOCIAL SECURITY AWARD LETTER OR 1099
- VETERANS ADMINISTRATION DISABILITY BENEFITS LETTER
- UNEMPLOYMENT PAYMENT HISTORY, ANNUITY BENEFITS OR WORKERS' COMPENSATION LETTER FOR PRIOR YEAR
- CHILD SUPPORT OF ALIMONY PAYMENT HISTORY FOR PRIOR YEAR
- FORMERLY INCARCERATED APPLICANTS: RELEASE DOCUMENT OR PROBATION LETTER FROM PAROLE OFFICER

NOTE: PAY STUBS, W2 FORMS OR NOTARIZED LETTERS ARE NOT ACCEPTABLE PROOF OF INCOME

PROOF OF NYS RESIDENCY

- NYS TAX RETURN (LATEST IT-201)
- NYS DMV LEARNER'S PERMIT, DRIVER'S LICENSE OR OTHER NYS ID WITH DATE
- VOTER REGISTRATION CARD OF NYS DMV REGISTRATION
- APARTMENT LEASE OR RESIDENTIAL (SHELTER) PROGRAM LETTER
- UTILITY BILL
- NYS BANK STATEMENT
- DSS ADDRESS HISTORY

NOTE: ALL DOCUMENTS MUST BE DATED ONE YEAR PRIOR TO THE DATE OF APPLICATION

PROOF OF EDUCATION (IF PROGRAM REQUIRES IT)

- HIGH SCHOOL DIPLOMA; VERIFICATION LETTER; OR TRANSCRIPT WITH GRADUATION DATE
- HIGH SCHOOL EQUIVALENCY DIPLOMA (TASC OR GED, INCLUDING TEST SCORES)
- FOREIGN DIPLOMA (MUST BE TRANSLATED TO ENGLISH)

NOTE: APPLICANTS WITH 33 OR MORE COLLEGE CREDITS (IN THE LAST 10 YEARS) OR A DEGREE ARE NOT ELIGIBLE FOR VOCATIONAL PROGRAMS

INCOME GUIDELINES

# In Household	1	2	3	4	5	6	7	8
Max. Income	\$23,828	\$32,227	\$40,626	\$49,025	\$57,424	\$65,823	\$74,222	\$82,621