

**WHAT DOCUMENTS DO I NEED TO UPLOAD TO COMPLETE THE APPLICATION?**

| <b>Document Type</b>                              | <b>Acceptable Documents</b>   |
|---|---|
| <b>Proof of Income</b>                            | <p><b>2022 Federal Income Tax Return documents with the parent/legal guardian's information</b></p> <ul style="list-style-type: none"> <li>• 2022 Form 1040 (pages 1-2)</li> </ul>  |
| <b>Proof of Nontaxable Income (If Applicable)</b> | <p><b>2022 Social Security/Disability Income for parent/legal guardian &amp; for all family members receiving benefits in the home (These documents must contain name that matches a name on the application, amount received &amp; frequency)</b></p> <ul style="list-style-type: none"> <li>• 2022 Form SSA-1099 Social Security Benefit Statement(s)</li> <li>• A letter from the Social Security Administration with the monthly social security benefits amount</li> </ul> <p><b>2022 Child Support Income (It must contain the child and parent/legal guardian's name)</b></p> <ul style="list-style-type: none"> <li>• Court ordered legal documents</li> <li>• A letter from the provider of your child support income for 2022</li> <li>• A screenshot or print out of frequency &amp; dates noted for the 2022 child support income of the online Customer Portal</li> <li>• Notarized letter with 2021 monthly child support income</li> </ul> <p><b>2023 SNAP (Supplemental Nutrition Assistance Program) Income</b></p> <ol style="list-style-type: none"> <li>a. A screenshot or print out of the 2023 SNAP benefits income located under the case details of the online Customer Portal</li> <li>b. Department of Children &amp; Family Services (DCFS) letter with the 2022 monthly SNAP benefits income that includes the parent and child name</li> </ol> <p><b>2023 TANF (Temporary assistance for needy families)</b></p> <ul style="list-style-type: none"> <li>• Notice of benefit for 2023 from the appropriate agency</li> </ul> <p><b>Housing Allowance (Military, Religious, Parsonage, etc.)</b></p> <ul style="list-style-type: none"> <li>• Benefit statement, enrollment, or payment letter from specific agency</li> </ul> <p><b>2022 Worker's Compensation</b></p> <ul style="list-style-type: none"> <li>• A worker's compensation award letter</li> </ul> |