

WIOA LOW-INCOME Check List

(A low-income individual must meet one of the criteria below.)
WIOA Section 2(36)

Eligibility Criteria (Verify one of the seven eligibility criteria)	Acceptable Documentation (One document per eligibility criterion is required)
<p>1. Receives, or in the past 6 months has received, or is a member of a family that is receiving, or in the past 6 months has received assistance through:</p> <p>FOOD STAMPS or TANF or SSI or GA, State or local income-based public assistance</p>	<ul style="list-style-type: none"> • Authorization to receive cash public assistance • Public assistance check • Public assistance records • Refugee assistance records • Cross-match with public assistance database • Current authorization to obtain food stamps • Current food stamp receipt • Postmarked food stamp mailer with applicable name and address • Statement from County Welfare Office • Public assistance records/Passport to Services • EV02 Agency Statement from Social Services/Welfare
<p>2. Received an income, or is a <u>member of a family</u> that received a total family income, for the six- month period prior to application for the program that, in relation to family size, does not exceed the higher of:</p> <ol style="list-style-type: none"> 1. The poverty line for an equivalent period; or 2. 70 percent of the Lower Living Standard Income Level for an equivalent period. <p>NOTE: Documentation should be provided for each applicable inclusive income source received by the applicant and each family member for the six-month income period immediately preceding the determination date.</p> <p>An applicant who claims little or no income must submit a statement that little or no income was received during the past six months, and that he/she was not employed for that period.</p> <ul style="list-style-type: none"> • It is necessary to verify family size when utilizing family income eligibility. 	<ul style="list-style-type: none"> • Alimony agreement • Award letter from Veterans Administration • Bank statements (direct deposit) • Compensation award letter • Court award letter • Employer statement/contact • Family or business financial records • Housing authority verification • Pay stubs • Pension statement • Public assistance records • Quarterly estimated tax for self-employed persons (Schedule C) • Social Security benefits records • UI documents and/or printout • EV08 Telephone Verification/Document Inspection • EV12 Applicant Statement/Family Income • EV13 Applicant Statement/Non-Income • Lease or Landlord Statement • Birth Records or SS cards for all members • Decree of court (divorce/marriage/adoption etc.) • Alien Registration Cards • Recent Tax Returns/form 1722 • EV11 Applicant Statement/Number in Family

<p>3. Qualifies as a homeless individual, as defined in subsections (a) and (c) of Section 103 of the Stewart B. McKinney Homeless Assistance Act (42 U.S.C. 11302).</p> <p>Is considered a family of one for income eligibility purposes.</p>	<ul style="list-style-type: none"> • Written statement from an individual providing temporary residence • Written statement from social service agency • Written statement from a shelter • EV 10 Applicant/Homeless
<p>4. Foster child for which state or local government payments are made on his/her behalf.</p> <p>Is considered a family of one for income eligibility purposes.</p>	<ul style="list-style-type: none"> • Written confirmation from social services agency • EV08 Telephone Verification
<p>5. Is an In-School Youth who receives or is eligible to receive a free or reduced price lunch under the Richard B. Russell National School Lunch Act.</p> <p>OR</p> <p>An In-School Youth who lives in a High-Poverty Area</p>	<ul style="list-style-type: none"> • School Record • Award Letter • EV 04 Agency Statement form School of Attendance <ul style="list-style-type: none"> • Print out of the poverty rate from the American Community Survey/US Census Fact Finder for the Participant's zip code.

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<p>6. An individual with a disability whose own income meets the low-income requirements of #1 and #2 listed above, but is a member of a family whose income does not meet such requirements.</p> <p>NOTE: Disability status as well as income must be verified. An individual with a disability shall be considered a family of one for eligibility purposes.</p> <p>Is considered a family of one for income eligibility purposes.</p>	<ul style="list-style-type: none"> • Medical records • Physician's statement • Psychiatrist or psychologist diagnosis/statement • Social Security Administration disability records • Letter from drug or alcohol rehabilitation agency • School record/official statement • Rehabilitation evaluation • Sheltered workshop certification • Social Service records/referral • Veterans Administration letter/records • Vocational rehabilitation letter/statement • Workers compensation records/statement • EV 08 Telephone verification • EV 09 Applicant Statement/Observable condition • Other applicable, verifiable, documentation