

LOW INCOME -ADULT	Verification Source	Check if Used
	Public Housing Authority if resident or on wait list*	
	Written statement from publicly or privately supported 24-hour care facility or institution, i.e., prison, mental facility, group home, etc., signed and dated by facility representative	
	WIOA Statement of Family Size/Family Income with signature of corroborating witness	
	Self-certification in Extreme Circumstances	
<b>Individual/Family Income (Low Income)</b>  Verification should be provided for each applicable income source. If the applicant is low-income based on meeting the definition of TANF, SNAP (Food Stamps), SSI, Homeless, or Foster Child, this must be verified.  Note: "Cardinal Card" alone is not sufficient evidence applicant is receiving SNAP (food stamps).	Alimony Agreement*	
	Award letter from Veterans Administration*	
	Bank Statement (Direct Deposit) *	
	Compensation Award Letter*	
	Court Award Letter*	
	Employer Statement/Contact*	
	Farm or Business Financial Records*	
	Housing Authority Verification, either resident or on wait list*	
	Pay Stubs*	
	Pension Statement*	
	Income-based Public Assistance Records*	
	Quarterly Estimated Tax for Self-Employed Persons (Schedule C)*	
	Social Security Benefits*	
	UI Documents and/or Printout*	
	WIOA Statement of Family Size/Family Income	
	Self-certification in Extreme Circumstances	
<b>Public Assistance-(Low Income)</b>  Note: "Cardinal Card" alone is not sufficient evidence applicant is receiving SNAP.	Copy of Authorization to Receive Public Assistance*❖	
	Copy of Public Assistance Check*❖	
	Medical card showing grant status*❖	
	DSS ID card showing grant status*❖	
	DSS records/printout*❖	
	Refugee assistance records*❖	
	SNAP (food stamps) -- DSS records, SNAP authorization letter, postmarked SNAP mailer or other signed supporting documentation*❖	
<b>Homeless Status (Low Income)</b>  Refer to McKinney-Vento Homeless Assistance Act and/or Violence Against Women Act	Written and signed statement from person providing temporary residence❖	
	Written statement from shelter❖	
	Written statement from Social Service agency❖	
	Self-certification in Extreme Circumstances	

LOW INCOME -ADULT	Verification Source	Check if Used
<b>Supported Foster Child; (considered under "Low Income" definition)</b>	Court contact❖ Court documentation❖ Medical card❖ Verification of payments made on behalf of child❖ Written statement from State/Local Agency❖	
<b>Person with Disability (Low Income)</b>	Letter from drug or alcohol rehab agency* Letter from child study team stating specific disability* Medical records* Physician's statement* Psychiatrist's diagnosis* Psychologist's diagnosis* Rehabilitation evaluation* Sheltered workshop certification* Social Services records/referral* Social Security Administration disability records* Veteran's Administration letter/records* Vocational Rehabilitation letter* Worker's Compensation record* School records* Common intake form printed with applicant & staff worker signatures* Self-certification in Extreme Circumstances* DEI Statement signed by applicant*	

LOW INCOME -ADULT	Verification Source	Check if Used
<b>Individual Status/Family Size (Low Income)</b>	Birth Certificate Decree of Court Disabled (see Persons with Disability) Divorce Decree Landlord statement Lease (residential) Marriage certificate Medical card Most recent tax return supported by IRS documents* Income-based Public Assistance/Social Service Agency records*	

<b>Veteran Status (for determining Priority of Service Only). See VWL 18-04 for further guidance</b>	DD-214, Report of Transfer or Discharge or official Discharge documentation issued by branch of the military,	
	Letter from Dept. of Affairs indicating applicant's veteran status	
	Veteran's Identification Card (VIC)	