

**Kent County Public Schools
Other Programs Income Data Application Form**

**SCHOOL YEAR
2022-2023**

PART I: Fill in the following information for the child(ren) living in your household

Name of Child(ren) attending KCPS					
First	Middle	Last	School Name	Birth Date	Grade Level
1.					
2.					
3.					
4.					
5.					
6.					

PART II: Fill in the following for Household Size and Household Income

Based on your household size, check the appropriate box if your total annual household income is within the range displayed in Category 1 **OR** Category 2.
Do not check an income in both categories.

Household Size	Category 1 Total Annual Household Income is Within This Range:	Category 2 Total Annual Household Income is Within This Range:
1	A. <input type="checkbox"/> \$0 - \$16,588	I. <input type="checkbox"/> \$16,589 - \$23,606
2	B. <input type="checkbox"/> \$0 - \$22,412	J. <input type="checkbox"/> \$22,413 - \$31,894
3	C. <input type="checkbox"/> \$0 - \$28,236	K. <input type="checkbox"/> \$28,237 - \$40,182
4	D. <input type="checkbox"/> \$0 - \$34,060	L. <input type="checkbox"/> \$34,061 - \$48,470
5	E. <input type="checkbox"/> \$0 - \$39,884	M. <input type="checkbox"/> \$39,885 - \$56,758
6	F. <input type="checkbox"/> \$0 - \$45,708	N. <input type="checkbox"/> \$45,709 - \$65,046
7	G. <input type="checkbox"/> \$0 - \$51,532	O. <input type="checkbox"/> \$51,533 - \$73,334
8	H. <input type="checkbox"/> \$0 - \$57,356	P. <input type="checkbox"/> \$57,357 - \$81,622

If household size is greater than 8, list household size and total annual income below:
Household Size: _____ Total Annual Income: _____

If your total annual household income exceeds the ranges above, check here:

PART III: Signature

I certify that the information provided on this form is true and that I included all income. I understand that the school may receive state and federal funds based on the information I provided and that the information could be subject to review.

_____ Parent or Guardian Signature

_____ Date

_____ Print Name of Parent or Guardian

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Other Program Income Data Collection Form 2022-2023

(For CEP schools only, Parents/Guardians are not required to fill out the Free & Reduced Meal Application)

Dear Parent/Guardian:

Kent County Public Schools is fortunate to provide free breakfast and lunch to all students that attend H.H. Garnet and Rock Hall Elementary. KCPS is able to provide this through a program called Community Eligibility Provision (CEP) which is available through the United States Department of Agriculture (USDA).

Due to the fact that all meals are provided at no cost to all students, no Free and Reduced Meal applications should be submitted for any student that attends Garnet or Rock Hall Elementary.

While the benefit of the CEP program is immense to our community, the lack of information that is generally available from the Free and Reduced application could hinder other beneficial programs, grants and funding opportunities. KCPS is asking that you take a moment to complete the following form so that we can have the information needed to pursue every opportunity for our students.

Should you have any questions regarding this form, please feel free to contact your school's principal or the Title I Office at 410-778-1595 or mcerino@kent.k12.md.us

Thank you.

Who should I include in "Household Size"?

You must include yourself and all people living in your household, related or not (for example, children, other relatives, or friends) who share income and expenses. If you live with other people who are economically independent and do not share income with your family, do not include them.

What is included in "Annual Household Income?" Annual Household Income includes the following:

- **Gross earnings from work:** Not your take-home pay. Gross income is the amount earned before taxes and other deductions. Use your pay stub to provide this information. If you have lost your job or had your hours or wages reduced, enter zero or your current reduced income.
- **Welfare, Child Support, Alimony:** Include the amount each person living in your household receives from these sources.
- **Pensions, Retirement, Social Security, Supplemental Security Income (SSI), Veteran's benefits (VA benefits), and disability benefits:** Include the amount each person living in your household receives from these sources.
- **All Other Income:** Include worker's compensation, unemployment or strike benefits, regular contributions, and any other income. Do not include income from WIC, federal education benefits, and foster payments received.
- **Military Housing Allowances and Combat Pay:** Include off-base housing allowances. Do not include Military Privatized Housing Initiative or combat pay.
- **Overtime Pay:** Include overtime pay ONLY if you receive it on a regular basis.

How do I report annual household income for pay received on a monthly, twice a month, every two weeks, or weekly basis?

- Determine each source of household income based on above definitions and annualize required income sources:
 - o If paid monthly, multiply total pay by 12; If paid twice per month, multiply total pay by 24;
 - o If paid bi-weekly (every two weeks), multiply total pay by 26; If paid weekly, multiply total pay by 52.
- Add pay together to determine the total annual household income and check the box next to the range for your household size.
- If your household size exceeds the size on the chart, list household size and total annual household income in the space provided.

What if I have a student attending another Wicomico County school?

Submit a Free and Reduced-Priced Meals benefit application listing all students on the application.