

Educational Benefit Form 2023-2024

PART I Student Information

Last Name: _____ First Name: _____

School: _____ Grade: _____ Student ID: _____

PART II Household Information

Based on your household size, circle the appropriate box if your total annual household income is within the range displayed for Category 1, 2 or 3. **Do not circle an income in more than one category.**

For help determining your household size and total annual household income, please see instructions on the back of this form.

Household Size	Circle your household's total annual income range on the row matching your household size			If your household size exceeds 8 please list your total household size and total annual household income in the space below: Household Size: _____ Household Annual Income: _____	
1	\$0-\$18,954	\$18,955-\$26,973	Over \$26,974		
2	\$0-\$25,636	\$25,637-\$36,482	Over \$36,483		
3	\$0-\$32,318	\$32,319-\$45,991	Over \$45,992		
4	\$0-\$39,000	\$39,001-\$55,500	Over \$55,501		
5	\$0-\$45,682	\$45,683-\$65,009	Over \$65,010		
6	\$0-\$52,364	\$52,365-\$75,518	Over \$75,519		
7	\$0-\$59,046	\$59,047-\$84,027	Over \$84,028		
8	\$0-\$65,728	\$65,729-\$93,536	Over \$93,537		
Residence: where is your child/family currently living? (federally mandated by NCLB) -PLEASE check appropriate box					
	In a single family permanent residence (house, apartment, condo, mobile home)				
	Doubled-up (sharing housing with other families/individuals due to economic hardship or loss)				
<input type="checkbox"/>	Foster home placement				
<input type="checkbox"/>	Group home placement _____				
<input type="checkbox"/>	In a shelter				

PART III Signature

I certify (promise) 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 provide and that the information could be subject to review.

Signature of adult household member completing this form

Date

Printed name of adult household member completing this form

The information submitted on this form is a confidential educational record and is therefore protected by all relevant federal and state privacy laws that pertain to educational records including, without limitation, the Family Educational Rights and Privacy Act of 1974 (FERPA), as amended (20 U.S.C. § 1232g; 34 CFR Part 99); Title 2, Division 4, Part 27, Chapter 6.5 of the California Education Code, beginning at Section 49060 et seq.; the California Information Practices Act (California Civil Code Section 1798 et seq.) and Article I, Section 1 of the California Constitution.

Who should I include in “Household Size”?

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

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

- **Gross earnings from work:** Use your gross income, not your take-home pay. Gross income is the amount earned before taxes and other deductions. This information can be found on your pay stub or if you are unsure, your supervisor can provide this information. Net income should only be reported for self-owned business, farm, or rental income.
- **Welfare, Child Support, Alimony:** Include the amount each person living in your household receives from these sources, including any amount received from CalWORKs.
- **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 from people who do not live in your household, and any other income received. Do not include income from CalFresh, WIC, federal education benefits and foster payments received by your household.
- **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. Households that receive income at different time intervals must annualize their income as follows:
 - If paid monthly, multiply total pay by 12
 - If paid twice per month, multiply total pay by 24
 - If paid bi-weekly (every two weeks), multiply total pay by 26
 - If paid weekly, multiply total pay by 52
- Add annualized pay together to determine the total annual household income and check the box on the other side of this form if it is within either of the ranges displayed 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.

If your income changes, include the wages/salary that you regularly receive. For example, if you normally make \$1,000 each month, but you missed some work last month and made \$900, put down that you made \$1,000 per month. Only include overtime pay if you receive it on a regular basis. If you have lost your job or had your hours or wages reduced, enter zero or your current reduced income.

For additional information on Household Size and Household Income, please see the Eligibility Manual for School Meals on the U.S. Department of Agriculture Guidance and Resource Web page at <http://www.fns.usda.gov/cnd/guidance/default.htm>.