

REQUIRED INCOME DOCUMENT GUIDE

The chart below lists sources and acceptable form of proof of income for eligibility in the CARE program. **You must send the most recent copies of documents for every household member receiving income.** You can also send (in place of the documents below) a complete copy of your latest federal income tax return, as long as it includes all sources of your household income.

Note: For your protection, please black out Social Security and/or bank account numbers on all copies.

If you or someone in your household receive income from:	You should send us a copy of:
Wages, Salaries and Tips	Most recent pay stub(s) or IRS 1040 form (W2's are not acceptable)*
Pensions, Social Security (SSA, SSDI, RSDI), Disability Payments, Workers Compensation, Unemployment Benefits, VA Benefits	Award letter(s), most recent check stubs or the most recent bank statement (to show direct deposit)
School Grants, Scholarships, Other Aid	Award letter(s), Statements
Insurance and/or Legal Settlements	Settlement documents
Child and/or Spousal Support, Foster Care Payments	Court documents OR most recent pay stub(s)
Farm Income	First page of IRS Form 1040

Interest and/or Dividends from: Savings, Stocks, Bonds, Mutual Funds	IRS Form 1040 OR IRS Form 1099(s) OR recent bank statement
401K, IRA Withdrawals or Annuities	Investment account statement(s), IRS Form 1040 OR IRS Form 1099
Capital Gains	Investment account statement(s) OR first page of IRS Form 1040
Rental and/or Royalty Income	First page of IRS Form 1040, Rental Agreement OR Trust Statement
Profit from Self-Employment, Commissions	IRS Form 1040 AND all Schedule C(s) OR the most recent 3 month profit and loss statement
Gambling/Lottery Winnings	First page of IRS Form 1040 or determined on case-by-case basis
Cash Income (when you have not filed federal or state taxes)	Signed letter detailing type of work, estimated monthly amount of cash payment and employer name and phone number (if applicable)
Monetary Gifts, Savings, none of the examples above apply, or if you do not receive any income (checked neither on form)	Signed letter explaining the current source(s) of income used to support your household

*Further information may be required if what is submitted is not sufficient to determine eligibility.

REQUIRED PUBLIC ASSISTANCE DOCUMENT GUIDE

The chart below lists sources and acceptable documents for eligibility in the CARE program. **You must send the most recent copies of documents for those members participating in a public assistance program.**

Note: For your protection, please black out Social Security and/or bank account numbers on all copies.

If you or someone in your household participates in:	You should send us a copy of:
Women, Infants and Children (WIC)	WIC Voucher
Low Income Home Energy Assistance Program (LIHEAP) CalFresh/SNAP (Food Stamps) CalWORKs (TANF) or Tribal TANF Head Start Income Eligible (Tribal only) Supplemental Security Income (SSI) Medi-Cal for Families (Healthy Families A&B) National School Lunch Program (NSLP) Bureau of Indian Affairs General Assistance Medicaid/Medi-Cal (under age 65) Medicaid/Medi-Cal (age 65 and over)	Recent award letter(s) OR letter of participation in the program(s)