

Clarksville/Montgomery County Community Action Agency
Head Start Program

Family Income Worksheet

Head Start's definition of income includes all cash receipts before taxes from all sources, with few exceptions. To ease the process of verification of family income, please indicate the following:

Name of Child: _____ Date of Birth: ____/____/____

Name of Parent(s)/Guardian(s): _____ Date of Birth: ____/____/____

_____ Date of Birth: ____/____/____

Please circle the appropriate answers below:

In the last 12 months or last tax year, my family members or I received:

Wages/Salary/Self-Employment Yes No

Unemployment benefits Yes No

Child support for any child in my family Yes No

Grants or scholarships for college Yes No

Families First/Welfare Assistance/Transitional Families First Services Yes No

Food Stamps Yes No

Supplemental Security Income/SSI benefits Yes No

Military allotment Yes No

My family was supported by another person Yes No

Payments for foster care services provided for the child(ren) applying
For Head Start Yes No

Other types of income not listed Yes No

If yes, please specify: _____

I verify that the information provided is true and accurate to the best of my knowledge.

Parent(s)/Guardian(s) Signature: _____ Date: ____/____/____

***YOU WILL NEED DOCUMENTATION TO VERIFY ALL OF THE INCOME LISTED
ABOVE AT REGISTRATION**

Clarksville/Montgomery County Community Action Agency

Head Start Program

350 Pageant Lane, Suite 307

Clarksville, TN 37040

Telephone: (931) 648-5774 Facsimile: (931) 648-5728

Dear Parent/Guardian:

Thank you for your interest in the CMCCAA-Head Start program. Head Start is a national child development program designed to provide comprehensive services in the areas of health, education, social services, and parent involvement to economically disadvantaged families.

Please complete the attached enrollment pre-application and bring it with you to registration. Also, bring the following documents to registration so that your eligibility status can be determined:

- **Proof of family income (most recent tax return or pay stubs for 12 consecutive months prior to application date)**
- **Proof of receipt of Families First and/or Food Stamps, if received within the last 12 months**
- **Child's birth certificate**
- **IEP or IFSP if the child has a documented learning disability**
- **Health insurance card (Not required at registration, but will speed the registration process)**

If your child is determined eligible and offered a slot in a Head Start classroom, you will be asked to provide the following documentation:

- Child's health insurance card
- Child's Tennessee Immunization Certificate (yellow immunization card which includes the next dose date)
- Child's current physical exam WITH CURRENT DATE NO EARLIER THAN SEPTEMBER 2007
- Child's current dental exam WITH CURRENT DATE NO EARLIER THAN SEPTEMBER 2007
- EXTRA POINTS WILL BE GIVEN TO APPLICANTS THAT TURN IN A CURRENT PHYSICAL, DENTAL AND AN UP TO DATE IMMUNIZATION CARD AT THE TIME OF REGISTRATION. (10 POINTS FOR EACH DOCUMENT)

The selection process for the 2008-2009 school year will begin in July. The school year will then begin in August.

Once again, I thank you for your interest and ask you to encourage other families to explore the many opportunities available in the CMCCAA Head Start program for child and family development. If you have any questions regarding the application process, please contact the Head Start administrative offices at (931) 648-5774.

Sincerely,

Annette Presley-Dupree

Annette Presley-DuPree

Family Services Manager