

INSTRUCTIONS FOR COMPLETING THIS APPLICATION

1. *Is my child eligible for Summer EBT?*

- A child must attend a school that participates in the National School Lunch Program (NSLP), and
- The household's income must be at or below the income limits for eligibility for free/reduced price school meals (use "reduced price" scale for 185% federal poverty level).

Income guidelines can be found here: <https://www.federalregister.gov/documents/2024/02/20/2024-03355/child-nutrition-programs-income-eligibility-guidelines#p-15>

2. *Who should I count in "Home Size"?*

- Include yourself and all people living in your home who share income and expenses.
 - This could include children, foster children, grandparents, other relatives, or friends who live with you.

3. *Who should be included in Section II, "Who Has Income in Your Home"?*

- When filling out this section, please include ALL adult members in your household who are living with you and share income and expenses, even if they are not related and even if they do not receive income of their own.
 - Do not include people who live with you but are not supported by your household's income AND do not contribute income to your household.

4. *What is counted in "Total Home Income"?*

- **Gross earnings from work:**
 - Gross income is the amount **earned before** taxes and other deductions are taken out of your pay - it's not your "take-home" pay!
 - Gross earnings usually can be found on your pay stub.
 - Net income should only be listed for self-owned business, farm, or rental income.
- **RI Works, Child Support, Alimony**
- **Pensions, Retirement, Social Security, Supplemental Security Income (SSI), Veteran's benefits (VA benefits), and disability benefits**
- **Military Housing Allowances and Combat Pay:**
 - Include off-base housing allowances.
- **All Other Income:**
 - 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:**
 - WIC
 - Federal education benefits and
 - Foster payments received by your household
 - Military Privatized Housing Initiative or combat pay
 - Supplemental Nutrition Assistance Program (SNAP) benefits
 - Rhode Island Works cash assistance payments

Overtime Pay: Include overtime pay ONLY if you receive it on a regular basis.

Have you lost your job recently? Enter zero for income

5. How do I list income if some people are paid weekly, or twice per month, or every 2 weeks, monthly, or once a year?

Here are some examples of how to list income on the front of this survey:					
List Home Members who have income:	Amount if Paid <u>Once a week</u>	Amount if Paid <u>Twice a Month</u>	Amount if Paid <u>Every 2 Weeks</u>	Amount if Paid <u>Once a Month</u>	Amount if Paid <u>Once a Year</u>
Mary Bazil	If Mary earns \$175 each week – list it here		If Mary earns \$20 every 2 weeks – list it here	If Mary gets \$100 each month in child support – list it here	
David Waters		If David earns \$233 2 times a month – list it here		If David receives \$75 from SSI each month – list it here	

If you have any questions or need help completing this application, **dial 2-11** on your phone or email **DHS.SummerEBT@dhs.ri.gov** for assistance.