

Income Worksheet



Child's Name _____ (Last, First)	Center _____
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Purpose and Procedure:

This worksheet helps you calculate income whenever there are two or more sources or if the family provides pay stubs that cover more than one calendar year.

1. Identify each source of income and write the name of the source in the Source Boxes below (e.g., Source 1: Dad's W-2; Source 2: SSI).
2. Determine the timeframe (last calendar year or last 12 months) and enter months in the month/year column.
3. After entering income for each month, total each source income from top to bottom. Add all source income totals and enter in the "Annual Total" box.
4. Write the annual total amount in the *Eligibility Verification Form* (EVF).

Month/Year	Source 1: _____	Source 2: _____	Source 3: _____	Source 4: _____
SOURCE TOTALS				
ANNUAL TOTAL FROM ALL SOURCES >>				