

INCOME & TYPE OF PROOF NEEDED



WIC counts all income for all people living in the household or economic unit. Gross earned income is used for most cases. Gross income is defined as all income before deductions are made for income taxes, employee social security taxes, insurance premiums, bonds, etc. Income includes the money for regular wages, bonuses, tips, commissions, & overtime pay.

If money is received from self-employment (by operating your own profession, trade, or business such as farming, renting, babysitting, crafts) then *net* income is used.

WIC also counts sources of income that are not earned, such as money received for child support & unemployment.

INCOME INCLUDES	PROOF OF INCOME INCLUDES
Working Income: Money received for services provided from employer. <ul style="list-style-type: none"> • Wages & Salary • Commission • Overtime • Fees 	<ul style="list-style-type: none"> ◆ Current pay stub(s) noting the pay time frame (weekly, bi-weekly, monthly, etc.) ◆ Signed statement from employer indicating gross cash earnings for a specified period.
Active Military Entitlements: (see military cheat sheet for listing of Entitlements to be included)	◆ Recent (LES) Leave and Earnings Statement
Self-Employment - Net income from own business, profession or trade (ex. farm, crafts, hobbies, Tupperware, Pampered Chef, etc.)	<ul style="list-style-type: none"> ◆ W-2 forms or income tax return for the most recent calendar year. Line 34 on Form 1040. ◆ Accounting records for the self-employed
Social Security benefits	◆ Check stub/award letter from Social Security stating current amount of earnings/bank statements.
Dividends or interest on savings or bonds, income from estates, trusts, or investments	<ul style="list-style-type: none"> ◆ Income tax return for the most recent calendar year ◆ Bank or account statements
Net rental income	◆ Income tax return for the most recent calendar year
Public assistance or welfare payments (ADC, TANF); foster care	<ul style="list-style-type: none"> ◆ Check stub/award letter stating current amount of earnings ex. <i>ADC check</i> ◆ Foster child placement letter/foster parent award letter.
Unemployment compensation	<ul style="list-style-type: none"> ◆ Unemployment letter/notice ◆ Bank statement
Government civilian employee or military retirement or pensions or veteran's payments	◆ Annual statement that shows monthly amount of retirement income.

INCOME INCLUDES	PROOF OF INCOME INCLUDES
Private pensions or annuities	◆ Income tax return for the most recent calendar year
Alimony or child support payments	<ul style="list-style-type: none"> ◆ Divorce decree ◆ Award letter ◆ Copy of check received
Disability Payments	◆ Check stub/award letter stating current amount of disability received/bank statements
Workers Compensation	<ul style="list-style-type: none"> ◆ Pay Stub showing benefits received ◆ Bank Statements ◆ Award letter/notice showing settlement amount for wages
Regular contributions from persons not living in the household. Includes <i>cash</i> payments for rent & utilities or money sent/given to family from person living in another location.	<ul style="list-style-type: none"> ◆ Letter from person contributing resources to the household ◆ Canceled check showing amount contributed to household ◆ Bank statement showing deposits
Non-educational based Trust, Savings, Inheritance Money: Actual withdrawals such as substantial savings accounts, investments, trust accounts, inheritance or other resources readily available for general use	◆ Bank or account statements indicating regular draws on the account(s)
Net royalty payments: such as payments received for writing a book; use of property; extraction of oil, gas, and minerals from your property, use of your name.	<ul style="list-style-type: none"> ◆ Income tax return for the most recent calendar year ◆ Bank statement showing deposits ◆ Letter from source showing amount and date received

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Cheat sheet updated - 4/1/10