

EOP BIRTH TO 5 SCHOOL READINESS PROGRAM
CENTER BASED
APPLICATION

- Items needed for Completion of Application:
- Completed Application
- Proof of Current Address
- Copy of Child's Birth Certificate
- Copy of Child's Medical Insurance Card
- Signed Medical Release Form Provided In The Application
- Completed Medical Statement (current physical and immunization records)
- Custody Papers (if applicable)
- **Verification of Income:**
 - **Current SNAP, SSI, or TANF eligibility documentation**
 - **NOTE:** If one of the above are submitted, no other other forms of income are necessary to confirm eligibility.

IF you do not have any of the above, please provide any of the following that apply:

- Last year's Tax Returns, W2's or 12 months of Pay Stubs
- Any other type of income
- See Next page if you have questions

You may Drop off, Mail or Fax your completed application to:

Manager of Enrollment Services
650 Baldwin Street
Elmira, NY 14901
Fax: (607) 737-7210

Please call with any questions:
Ask for an Enrollment Specialist
(607) 734-6208

As Part of the application process, the Head Start and Early Head Start Center Based Programs must verify family income before determining if the child is eligible. Head Start/ Early Head Start eligibility is based on numerous factors including living status, income and family need.

INCOME INCLUDES:

- **SNAP (Food Stamps), SSI, or TANF**
 - **NOTE:** If one of the above are submitted, no other other forms of income are necessary to confirm eligibility.
- Tax Returns (form 1040)
- W2's
- 12 Months of Pay Stubs
- Social Security
- TANF (Temporary Assistance for Needy Families)
- Unemployment Compensation
- Child Support
- Alimony
- Worker's Compensation
- College or University Scholarships, Grants, Fellowships & Assistantships
- Unemployment Compensation
- Cash Receipts before taxes
- Strike benefits from union funds
- Veteran's Benefits
- Training Stipends
- Military Family Allotments
- Net Gambling or Lottery Winnings

INCOME DOES NOT INCLUDE:

- Medicaid
- Housing Assistance
- Capital Gains
- Gifts
- Loans
- Lump-Sum Inheritance
- Sale of Property
- Assets drawn down as withdrawals from a bank

Head Start/Early Head Start Center Based Application

I would like to apply for: **Head Start** (ages 3-5) **Early Head Start** (ages 18 months - 2 yr -11 months)

PLEASE PROVIDE YOUR CURRENT ADDRESS & PHONE NUMBERS: DATE: _____

(Street & Apt. #) _____ (Email) _____

(City/State/Zip) _____ (Phone #) _____

(Your Name) _____ (Cell #) _____

(Relationship) _____ (Message #) _____

Child's Name: (First) _____ (Last) _____ Date of Birth: _____

Child's Age: _____ Race: White/Caucasian American Indian/ Alaska Native

Male Female Black/African American Hispanic (Origin) _____

Asian Bi-Racial (Origin) _____

Native Hawaiian/Pacific Islander Other _____

Mother Father Guardian Foster Parent Grand Parent Dual Custody Family

Other Relationship to Child: _____

Name: (First) _____ (Last) _____ Date of Birth: _____

Employment: _____ **Education:** _____ **Race:** _____

Full Time (Where?) _____ < Than Grade 9* White/Caucasian

Part Time (Where?) _____ Grade 10 Black/African American

School/Job Training (Where?) _____ Grade 11 Asian

Looking for Employment Grade 12 Native Hawaiian/Pacific Islander

Unemployed/Laid Off GED American Indian/ Alaska Native

Seasonal High School Diploma Hispanic (Origin) _____

Associates Degree Bi-Racial (Origin) _____

Bachelors/Master's Degree Other _____

*Highest Grade Completed: _____

IF ADDRESS IS DIFFERENT THAN CHILD PLEASE PROVIDE INFORMATION:

Address: _____ Phone: _____

Mother Father Guardian Foster Parent Grand Parent Dual Custody Family

Other Relationship to Child: _____

Name: (First) _____ (Last) _____ Date of Birth: _____

Employment: _____ **Education:** _____ **Race:** _____

Full Time (Where?) _____ < Than Grade 9* White/Caucasian

Part Time (Where?) _____ Grade 10 Black/African American

School/Job Training (Where?) _____ Grade 11 Asian

Looking for Employment Grade 12 Native Hawaiian/Pacific Islander

Unemployed/Laid Off GED American Indian/ Alaska Native

Seasonal High School Diploma Hispanic (Origin) _____

Associates Degree Bi-Racial (Origin) _____

Bachelors/Master's Degree Other _____

*Highest Grade Completed: _____

IF ADDRESS IS DIFFERENT THAN CHILD PLEASE PROVIDE INFORMATION:

Address: _____ Phone: _____

Additional Family Members: Please provide information for anyone living in the household. *Use the Additional Family Member form if necessary.*

Mother Father Other Adult Child

Relationship to Child: _____

Name: (First) _____ (Last) _____ Date of Birth: _____

<u>Employment:</u>	<u>Education:</u>	<u>Race:</u>
Full Time (Where?) _____	< Than Grade 9*	White/Caucasian
Part Time (Where?) _____	Grade 10	Black/African American
School/Job Training (Where?) _____	Grade 11	Asian
Looking for Employment	Grade 12	Native Hawaiian/Pacific Islander
Unemployed/Laid Off	GED	American Indian/ Alaska Native
Seasonal	High School Diploma	Hispanic (Origin) _____
	Associates Degree	Bi-Racial (Origin) _____
	Bachelors/Master's Degree	Other _____
	*Highest Grade Completed: _____	

Mother Father Other Adult Child

Relationship to Child: _____

Name: (First) _____ (Last) _____ Date of Birth: _____

<u>Employment:</u>	<u>Education:</u>	<u>Race:</u>
Full Time (Where?) _____	< Than Grade 9*	White/Caucasian
Part Time (Where?) _____	Grade 10	Black/African American
School/Job Training (Where?) _____	Grade 11	Asian
Looking for Employment	Grade 12	Native Hawaiian/Pacific Islander
Unemployed/Laid Off	GED	American Indian/ Alaska Native
Seasonal	High School Diploma	Hispanic (Origin) _____
	Associates Degree	Bi-Racial (Origin) _____
	Bachelors/Master's Degree	Other _____
	*Highest Grade Completed: _____	

Mother Father Other Adult Child

Relationship to Child: _____

Name: (First) _____ (Last) _____ Date of Birth: _____

<u>Employment:</u>	<u>Education:</u>	<u>Race:</u>
Full Time (Where?) _____	< Than Grade 9*	White/Caucasian
Part Time (Where?) _____	Grade 10	Black/African American
School/Job Training (Where?) _____	Grade 11	Asian
Looking for Employment	Grade 12	Native Hawaiian/Pacific Islander
Unemployed/Laid Off	GED	American Indian/ Alaska Native
Seasonal	High School Diploma	Hispanic (Origin) _____
	Associates Degree	Bi-Racial (Origin) _____
	Bachelors/Master's Degree	Other _____
	*Highest Grade Completed: _____	

Family Size:

Services my family receives:

Number in the family _____	TANF/ Cash Assistance	SNAP
Number of children _____	Unemployment Benefits	SSI
Number of children 0 - 3 _____	WIC	SSD
Number of children 4- 5 _____	Day Care Subsidies	Other _____
Number of Adults & children living in the household _____	Foster Care Subsidies	

Family Type:

How did you hear about the Birth to Five School Readiness Program?

Two Parent Facebook Flyer Friend Other _____

Single Parent/Female Have you applied to the B25 School Readiness program or another EOP program before?

Single Parent/Male Yes No

Guardian/Foster If Yes, name of program: _____

Duel Custody Family

Would you like to be contacted with information about any other Programs? (check all that apply)

Medicaid	WIC	EDCC	TANF	Child health/Family Plus
COE/New Day	Literacy Zone	Career Center	SSI/SSD	
OPWDD	Literacy Volunteers	Weatherization	SNAP	

I give permission for the Enrollment Facilitator to make referrals and share information for the programs that I have requested.

_____ (Please sign)

Insurance: (Please make sure all information is filled out)

Does your child have Health Insurance? Yes No Dental Insurance? Yes No

Physician's name: _____ Dentist Name: _____

Medicaid #: _____ Sequence #: _____ (number that starts and ends with a letter)

Private Insurance Carrier: _____ Dental Insurance Carrier: _____

Housing Information:

Our home type is: Rent Subsidized rent Own

My family receives: Section 8 Live in public housing

My family is temporarily living with a friend or family member because we cannot find affordable housing: Yes No

If Yes, who do you live with? _____

My family is living in emergency/transitional housing: Yes No

My family is living in a motel/hotel, street, camp ground or vehicle: Yes No

Do you have any concerns regarding your child's development? Yes _____ No

Does your child receive speech, SEIT, PT or OT services? Yes _____ No

Does your child have any medical or health concerns? Yes _____ No

My child will need special accommodations: _____

Does your child have any food allergies? Yes _____ No

Will you need an EPI pen? Yes No (We will need a medical statement from your doctor)

Is your child fully potty trained? Yes No

Has your child been in preschool or daycare before? Yes No

Currently where is your child staying during the daytime? _____

Is your family working with any other agencies? Yes _____ No

Primary Language: _____ Secondary Language: _____

Does your family have reliable transportation? Yes No

Head Start only: If available, do you need busing? (EDFC and Able 2 only) Yes No

Are you interested in becoming a Policy Council Member or Classroom Volunteer? Yes No

Policy Council Classroom Volunteer

I have read and reviewed all the information contained within this application and the answers are complete to the best of my knowledge and belief. I understand that if any information contained within this application changes I am obliged to notify EOP Head Start immediately. I understand that this information will be kept confidential within EOP.

I give permission for Head Start to share information after completing or leaving the program for up to one year with my child's home school district for the purpose of transitional planning following enrollment in a Pre-K or Kindergarten setting.

Parent/Guardian Signature: _____

Parent/Guardian Signature: _____

My child will be attending the: _____ School District

Thank you for applying to the Head Start program. Your application will not be complete without all the necessary documentation, including the medical statement and the shot records. We will notify you as soon as placement is available for your child.

I am interested in the following site locations (Placement will depend on availability of slots):

Able2 A'Don Allen BOCES Broad Street EDFC Libertad UPK Any Site

Comments:

Please check all that apply to your child and family:

Age:

- 18 months - 2 years 11 months (*Early Head Start*)
- 3 years old before December 1st
- 3 years old after December 1st
- 4 years old before December 1st

Disabilities:

- Child has a disability (*required documentation*)
 - Only when disability percentage in program is less than 10% enrolled***
- Child was declassified as disabled (*required documentation*)
- Child was referred from Early Intervention/CSPE program/other
- Child was referred but not classified
- Special Needs (*Health/Nutrition*)

Other Factors: (*Please check all that applies to your family*)

- | | |
|--|--|
| Unreliable vehicle or Lack of transportation. | Three or more children under 5 years old |
| Unemployment or Underemployment | Incarcerated parent |
| Housing does not meet family's needs | Previous sibling in program |
| Limited child care options/Subsidy eligible | Unavailability of Pre-K |
| Parent in the military (<i>past/present</i>) | Parent with a disability |
| Teen parent (<i>1st child was born before the age of 21</i>) | Parent attending school or job training |
| Referral from another agency (<i>requires documentation</i>) | |
| Change in family dynamics (<i>divorce, loss, grief, or marital stress</i>) | |
| Chronically ill family member (<i>mental, emotional, physical, or addiction</i>) | |
| Domestic violence or child abuse concerns with a family member or child | |
| Four or more other factors | |
| Three other factors | |
| Two other factors | |
| One other factor | |
| No apparent other factors | |

Parent/Guardian:

- Foster parent
- Guardian/Grandparent/Other Relative
- Teen Parent
- Single Parent Female Male
- Two Parent Dual Custody

For Office Use Only

Eligible:

- Family is homeless/Housing is inadequate for family's needs
- Child is in Foster Care
- Family receives SNAP, TANF and/or SSI
- Income within current Poverty Guidelines

Income:

- Between 100% up to 110% over poverty guidelines
- Between 110% up to 120% over poverty guidelines
- Between 120% up to 130% over poverty guidelines
- Between 130% up to 140% over poverty guidelines
- Between 140% up to 150% over poverty guidelines
- Over 150% poverty guidelines

Total Points

**This Page Deliberately Left
Blank.**



Economic Opportunity Program, Inc.

Strengthening the fabric of our community

Main Office:
650 Baldwin Street
Elmira, NY 14901
Phone (607) 734-6174
FAX (607) 733-8126

Schuyler County Office:
112 6th Street
Watkins Glen, NY 14891
Phone: (607) 535-2468
Fax (607) 535-9859

www.cseop.org

www.facebook.com/EconomicOpportunityProgram

EOP Birth to Five School Readiness Program Consent for Release of Information

Services

Birth to Five School Readiness Program

Center of Excellence (New Day Program)

Community Food For Jobs Programs & Bistro

Energy Services Bureau

Ernie Davis Community Center

Family Support Services

Literacy Volunteers of Chemung & Schuyler Counties

Child's Name: _____

Child's Date of Birth: _____

I hereby authorize EOP Birth to Five School Readiness Program to obtain or release information to the following providers:

Primary Healthcare Provider

Child's Local School District/Early Intervention

CIDS

DSS

Chemung County Public Health

Other Agencies:

This authorization is valid for the entire 20 20 School year.

Parent/Guardian Signature

Date



Est. 2018

**This Page Deliberately Left
Blank.**

Additional Family Members: Please provide information for anyone living in the household.

Extra form, use if needed.

Mother Father Other Adult Child
Relationship to Child: _____

Name: (First) _____ (Last) _____ Date of Birth: _____

Employment:	Education:	Race:
Full Time (Where?) _____	< Than Grade 9*	White/Caucasian
Part Time (Where?) _____	Grade 10	Black/African American
School/Job Training (Where?) _____	Grade 11	Asian
Looking for Employment	Grade 12	Native Hawaiian/Pacific Islander
Unemployed/Laid Off	GED	American Indian/ Alaska Native
Seasonal	High School Diploma	Hispanic (Origin) _____
	Associates Degree	Bi-Racial (Origin) _____
	Bachelors/Master's Degree	Other _____
	*Highest Grade Completed: _____	

Mother Father Other Adult Child
Relationship to Child: _____

Name: (First) _____ (Last) _____ Date of Birth: _____

Employment:	Education:	Race:
Full Time (Where?) _____	< Than Grade 9*	White/Caucasian
Part Time (Where?) _____	Grade 10	Black/African American
School/Job Training (Where?) _____	Grade 11	Asian
Looking for Employment	Grade 12	Native Hawaiian/Pacific Islander
Unemployed/Laid Off	GED	American Indian/ Alaska Native
Seasonal	High School Diploma	Hispanic (Origin) _____
	Associates Degree	Bi-Racial (Origin) _____
	Bachelors/Master's Degree	Other _____
	*Highest Grade Completed: _____	

Mother Father Other Adult Child
Relationship to Child: _____

Name: (First) _____ (Last) _____ Date of Birth: _____

Employment:	Education:	Race:
Full Time (Where?) _____	< Than Grade 9*	White/Caucasian
Part Time (Where?) _____	Grade 10	Black/African American
School/Job Training (Where?) _____	Grade 11	Asian
Looking for Employment	Grade 12	Native Hawaiian/Pacific Islander
Unemployed/Laid Off	GED	American Indian/ Alaska Native
Seasonal	High School Diploma	Hispanic (Origin) _____
	Associates Degree	Bi-Racial (Origin) _____
	Bachelors/Master's Degree	Other _____
	*Highest Grade Completed: _____	