

Initial Eligibility Requirement	Documentation
<p><b>Age</b></p> <p>9 through 12 years of age</p>	<p>The following types of documentation may be used as proof/verification of youth's age:</p> <ul style="list-style-type: none"> <li>• Birth Record/Certificate</li> <li>• Immunization Record indicating the date of birth, signed by a public health officer or by a licensed practicing physician</li> <li>• State/Government issued I.D.</li> <li>• Military Dependent I.D.</li> <li>• Passport</li> <li>• Certificate of Arrival in US</li> <li>• Insurance Policy on Child</li> <li>• A transcript of record of age shown in the child's school record of a least four (4) years prior to application, stating date of birth</li> <li>• A court order or judgment specifying the child's age or date of birth</li> <li>• Baptism or Other Religious Record of child's birth accompanied by an affidavit sworn by the parent</li> <li>• School documentation (see attached form)</li> </ul>
<p><b>Residency</b></p> <p>All youth must reside in Pinellas County.</p>	<p>The following types of documentation may be used as proof/verification residency:</p> <p>A document showing the current name and home address in Pinellas County of the parent or guardian with whom the youth resides, examples include:</p> <ul style="list-style-type: none"> <li>• Utility Bill</li> <li>• Pay Stubs</li> <li>• Lease Agreement</li> <li>• School documentation</li> </ul>

**OST Eligibility Reference Guidelines 2011-2012 (continued)**

<p><b>Income</b></p> <p>Total Gross Household income up to 300% of the current year Federal Poverty Level (FPL)</p> <p><b>Note:</b> Priority may be established based on income levels up to 300% FPL as determined and approved by the funder.</p>	<p><b>Family unit:</b> parent(s) living together, their minor children, and any other children for whom they are legally responsible. A family unit shall also include any additional related adult who resides with the family, and who is financially supported by that family.</p> <p><b>Family income:</b> the combined gross income, from all sources, of all members of the family unit who are eighteen (18) years of age or older, including earned and unearned income, and excluding the following:</p> <p><b>Excluded Income: NOT to be counted in household income</b></p> <ul style="list-style-type: none"> <li>• Food stamp benefits received</li> <li>• Documented child support paid out</li> <li>• Documented alimony paid out</li> <li>• Supplemental security income (SSI) received by a child.</li> <li>• Foster Care Subsidy received</li> <li>• Adoption Subsidy received</li> <li>• Housing assistance payments from HUD issued directly to a landlord and associated utilities expenses.</li> <li>• Earned income of an 18 year old family member who is enrolled as a full-time student in a secondary school or its equivalent</li> </ul> <p>The following are types of countable household income and example documents that may be used as gross household income determination and proof/verification:</p> <p><b>Earned Income counted in household:</b></p> <ul style="list-style-type: none"> <li>• Employment: Parent(s)/Guardian(s): (Both parents if 2 parent home)</li> </ul> <p><b>Types of Documents:</b> i.e. Copy of Pay Stub(s); Employment Verification from Employer(s); If Self-employed, Current Tax form(s), business invoices/account records, etc....</p> <p><b>Unearned income counted in household:</b></p> <ul style="list-style-type: none"> <li>• Documented child support received</li> <li>• Documented alimony received</li> <li>• Social Security benefits</li> <li>• Supplemental security income (SSI)</li> <li>• Worker’s Compensation/Unemployment Compensation benefits</li> <li>• Veteran’s benefits/Retirement benefits</li> <li>• TANF cash assistance</li> </ul> <p><b>Types of Documents:</b> Copy of Court Order, pay receipt, monthly check, monthly or annual award letter/statement, notarized affidavit/attestation.</p>
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