

MTSD 2024 - 2025

PRE-K PROGRAM



PA PRE-K COUNTS & MTSD FINANCIAL ASSISTANCE SCREENING APPLICATION

Please Note:

- This form is a screening tool and does not guarantee funding assignment or enrollment.
- The information is confidential to the PA Pre-K Counts Program and to the MTSD Scholarship Program.
- This scholarship application is not required until your child has been offered an MTSD Pre-K placement.

Directions

The MTSD Pre-K Program has financial assistance for qualifying families (e.g., Pre-K Counts, EITC Scholarships). (Note: The funding is not unlimited so qualifying for financial assistance does not guarantee you will be awarded financial assistance.) To qualify for financial assistance for the MTSD

Pre-K Program, the family must first demonstrate a financial need. Using the chart above, determine your financial need relative to your family size. If you feel you may qualify for financial assistance, complete pages 2-5 in their entirety. Then scan/email completed pages 2-5 to greenaway@mtsd.org or USPS mail them to:

Millcreek Township School District
 Pre-K Program Office
 3740 West 26th Street
 Erie, PA 16506

Upon receipt and review of completed Financial Assistance Screening Applications, the MTSD Pre-K Program Office will reach out to you let you know the status of your Financial Aid Screening Application.

If your family meets the 100% Federal Poverty Guidelines, or your family qualifies for food stamps, you are eligible for Head Start early childhood education. Please refer to page 6 for additional information. Families eligible for Head Start are encouraged to enroll their children in the Head Start program. In addition to educational programming, Head Start provides comprehensive services to enrolled children and their families (e.g., health check-ups and services, meals, family support services, transportation, before/after care program services at select locations, community connections).

2024 Poverty Guidelines:
48 Contiguous States (all states except Alaska and Hawaii)

Household/Family Size	100% (Head Start)	300% (Pre-K Counts)
1	15,060	45,180
2	20,440	61,320
3	25,820	77,460
4	31,200	93,600
5	36,580	109,740
6	41,960	125,880
7	47,340	142,020
8	52,720	158,160

For families/households with more than 8 persons,
add \$5,380 for each additional person.



Child's Last Name		Child's First Name		Middle Initial
Address				
City		State <i>Pennsylvania</i>	Zip Code	
School District of Residence			County	
Child's Date of Birth (mm/dd/yyyy)	Age ___ 2 ___ 3 ___ 4 ___ 5		Gender ___ Female ___ Male	
Name of Parent/Guardian completing this form (Last, First)			Gender ___ Female ___ Male	
Relationship to the Child ___ Father ___ Mother ___ Guardian ___ Other: _____		Select ___ Biological ___ Foster ___ Adoptive ___ Other: _____		
Role ___ Primary Guardian ___ Legal Guardian ___ Secondary Guardian ___ Other: _____				
Employment Status of Parent/Guardian: ___ Employed Full-time ___ Employed Part-time ___ Unemployed ___ Other: _____		Employment Status of 2nd Parent/Guardian (if applicable): ___ Employed Full-time ___ Employed Part-time ___ Unemployed ___ Other: _____		
Household Income Source(s) (must check all that apply): ___ Employment ___ Self-Employment ___ Unemployment Compensation ___ Social Security ___ SSI ___ Worker's Compensation ___ Child Support ___ Alimony ___ TANF Cash Payments ___ Other: _____				

Verification of Income

- Income verification must be attached to the submitted Financial Assistance Application.
- Verification documents must be less than 12 months old.
- All income of all members of the household must be reported and verified.
- Previous year's income tax statement is required for income verification.
- Refer to pages 7-8 for additional income verification guidelines.

List Household Members Below for Determination of Family Size (required):
(Include the enrolling child first)

	Name	Relationship to Child	Age
1		<i>Enrolling Child</i>	
2			
3			
4			
5			
6			
7			
8			

Per PKC Statute, Regulations, and Guidelines, the following members of the household are included in family size:

- Parent of the child (biological or adoptive mother or father, stepmother or stepfather, caretaker, or spouse who exercises care for the child)
- A biological, adoptive, unrelated or foster care child or stepchild of the parent or caretaker who is under 18 years of age and not emancipated.
- A child who is 18 years of age or older but under 22 years of age who is enrolled in high school, a general educational development program, or a post-secondary program leading to a degree, diploma, or certificate and who is wholly or partially dependent on the income of the parent or caretaker or spouse of the parent or caretaker.
- Others supported by the income of the parent(s) or guardian(s) of the child enrolling or participating in the program. If counted toward family size, any applicable income of these persons must also be counted for eligibility purposes.

Note: A family size value of one (1) with an income of \$0 is entered when a foster child is applying for Pre-K Counts.

Determined Family Size =

Other Child Eligibility Criterion <i>(must check all that apply):</i>	
—	<p>Behavioral Supports <i>(attach verification if this criterion is selected):</i> A Child who was referred to PA Pre-K Counts from an appropriately credential health or mental health practitioner who is not employed by the PA Pre-K Counts program, or A child who is receiving mental health treatment.</p>
—	<p>Child Protective Services: A child who is a foster child, a kinship care child, or receiving Children & Youth services.</p>
—	<p>Education Level of Parent/Guardian: Parent/Guardian does not have a high school diploma or GED or post-secondary degree.</p>
—	<p>English Language Learner: A child whose first language is not English and who is in process of learning English is considered an English Language Learner.</p>
—	<p>Individualized Education Plan (IEP) <i>(attach verification if this criterion is selected):</i> A child who is currently enrolled in the Preschool Early Intervention program with an active IEP.</p>
—	<p>Incarcerated Parent: A child for whom one of the child's parents is currently in prison.</p>
—	<p>Homeless: A child who lacks fixed, regular, and adequate nighttime residence due to one of the following:</p> <ul style="list-style-type: none"> • Children who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, or camping grounds due to lack of alternative accommodations; are living in emergency or transitional shelters; are abandoned in hospitals; or are awaiting foster care placement. • Children who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings. • Children who are living in cars, parks, public places, abandoned buildings, substandard housing, bus or train stations, or similar settings.
—	<p>Migrant (non-immigrant) Seasonal Student: A migrant child has moved from one school district to another in order to accompany or to join a migrant parent or guardian, who is a migratory worker or migratory fisher, or fishing work including agri-related business such as meat or vegetable processing, working in nurseries such as Christmas and evergreen trees farming.</p>
—	<p>Teen Mother: A child whose mother was under the age of 18 when the child was born.</p>
—	<p>Other:</p>

Form Completion & Accuracy Acknowledgement

To the best of my knowledge, the information provided in this application and the associated income documentation is accurate. I understand that I may be asked to verify or substantiate information provided. I understand that incomplete and/or inaccurate information may result in cancellation of any financial assistance I may be awarded.

(mm/dd/yyyy)

Parent/Guardian Signature

Child or Children you are applying to
enroll in the MTSD Pre-K Program

Parent/Guardian Printed Name

FAMILIES ELIGIBLE FOR HEAD START

Families eligible for Head Start (100% of FPL or below OR family qualifies for food stamps) are encouraged to enroll their children in the Head Start program.

In addition to educational programming, Head Start provides comprehensive services to enrolled children and their families (e.g., health check-ups and services, meals, family support services, transportation, before/after care program services at select locations, community connections).

Important information for families eligible for Head Start:

Contact information for Head Start providers

- Erie County ELRC contact: <https://nwirelrc.org/>; 814-836-5898
- Head Start ECLKC contact: <https://eclkc.ohs.acf.hhs.gov/>; 1-866-763-6481
- Child Development Centers, Inc.: <http://www.cdcenters.org>; 814-480-9505

Asbury Child Development Center, Inc.

3814 Asbury Road; Erie PA 16506
814-670-0838

Elk Valley Head Start

2556 Maple Avenue; Lake City PA 16423
814-670-0838

Downtown Child Development Center, Inc.

121 East 10th Street; Erie PA 16501
814-480-0645

Century Child Development Center, Inc.

504 East 27th Street; Erie PA 16504
814-670-0838

Cascade Child Development Center, Inc.

950 West 7th Street; Erie PA 16502
814-413-0133

Roosevelt Child Development Center, Inc.

2300 Cranberry Street; Erie PA 16502
814-413-0720

- Benedictine Sisters of Erie, Inc.; 345 East 9th Street, Erie, PA 16503; 814-454-4514

Application and/or assistance with referral available upon request

Brochure or website with information about Head Start

- PA Head Start Brochure: https://s35719.p133.sites.pressdns.com/wp-content/uploads/2019/08/Head-Start_-Early-Head-Start.pdf
- Head Start ECLKC: <https://eclkc.ohs.acf.hhs.gov/>
- PA Dept of Human Services: <https://www.dhs.pa.gov/Services/Children/Pages/Head-Start.aspx>
- PA Promise for Children: <https://papromiseforchildren.com/>
 - <https://papromiseforchildren.com/help-them-learn/head-start-and-early-head-start/>

INCOME VERIFICATION GUIDELINES

Whose Income is Counted

- The parent or caretaker of the child
- The parent or caretaker's spouse
- Children's, excluding a child's earned income
- Others residing with the child, in instances when these persons are counted toward family size

Time Period

- The period of time for income verification is the 12 months immediately before the month in which the application or reapplication for enrollment of a child is made, or for the calendar year immediately before the calendar year in which the application or reapplication is made.

Income Verification Guidance

- The following are included when verifying income:
 - Earned income from all sources including gross wages from work, cash, and in-kind payments received by an individual in exchange for services and net income from self-employment.
 - Unearned income including cash and contributions received by an individual for which family allotments or other regular support from an absent family member; pensions; public assistance (including temporary assistance for needy families, supplemental general assistance, or general relief money payments); and dividends, interest, net income, net royalties and periodic receipts from estates or trusts.
 - Unearned benefits received periodically by an individual, such as unemployment compensation, workman's compensation, gambling or lottery winnings, or retirement benefits.

Income Deductions

- The following are deducted when determining family income:
 - Voluntary or court-ordered child support or child support paid by the parent or caretaker or family member to a present or former spouse not residing in the same household.
 - A medical expense not reimbursed through medical insurance that exceeds 10 percent of the family gross monthly income.

Verification of Income

- Acceptable verification of earned income from employment includes income tax return, pay stubs reflecting earnings, W-2 forms, the IRS Form used for reporting tips, a written employer statement of anticipated earnings or other document that establishes the parent's or caretaker's anticipated earnings from employment.
- Acceptable verification from self-employment includes tax returns, business records or other documents establishing profit from self-employment.
- Acceptable verification of unearned income includes a copy of a current benefit check, an award letter that designates the amount of a grant or benefit, such as a letter from the Social Security Administration stating the amount of the social security benefit, a bank statement, a court order, or other document or data base report that established the amount of unearned income.
- If a family receives or pays child support, the eligibility agency shall verify the amount of support received or paid by the family by documents from the PA Department of Human Services.

Income Exclusions

- The following are excluded when determining family income:
 - Employment earnings of an individual who is an emancipated minor.
 - Tax refunds, including earned income tax credits.
 - Withdrawals of bank, credit union or brokerage deposits or money borrowed.
 - Loans or grants, such as scholarships or income from federal student aid or participation in work-study program.
 - Payments to volunteers in service to America, such as Americorps or Foster Grandparent programs.
 - Any foster care payments by a foster care placement agency, including payments to permanent legal custodians or adoption assistance payments by county children and youth agency.