



DOCUMENTATION NEEDED TO COMPLETE THE FOOD DISTRIBUTION APPLICATION

- 1) A completed application that lists ALL household members. Household members include anyone that you cook and eat food with. All birth dates and Social Security Numbers must be on the application.
- 2) At least one member of your household must be an enrolled member of a federally recognized Indian tribe or live on Tribal trust land. Updated Tribal ID must be on file.
- 3) You must meet the income guidelines based on household size set forth by the USDA.
- 4) You cannot receive food stamps and USDA food simultaneously. A SNAP verification is conducted.
- 5) Income verification for the past 30 days for ALL adults 18 years and older. Income includes but is not limited to:
 - a. Wages: Check Stubs
 - b. Self-Employment: Previous Year's Income tax form schedule C or F.
 - c. Social Security and Supplemental Social Security Benefits: Copy of most recent award letter.
 - d. Pensions
 - e. Public or General Assistance
 - f. Child Support Payments received
 - g. College/University loans/grants
 - h. Tribal Per Capita payments
 - i. If no income; a Zero income form must be completed.
- 6) Child Care Expenses and/or Child Support Deductions:
 - a. To claim the allowable child care expense; a receipt from the child care provider must be submitted.
 - b. To claim the allowable child support deduction; a copy of the court order or current history report must be provided.
- 7) Shelter/Utility Expense Deduction:
 - a. A deduction will be applied for eligibility determinations when it can be shown that there is a monthly shelter/utility expense in any amount being paid by the household.
 - b. A rent receipt or a Utility bill with the household name and address can be used as documentation.
- 8) Medical Expense Deduction:
 - a. Elder (60+) or disabled household member(s) may be eligible for a medical expense deduction. This deduction would be any expense that is monthly over \$35.

***** ALL APPLICATIONS MUST BE SIGNED AND DATED WHERE APPLICABLE**

PLEASE NOTE:

The certification process can take up to 7 business days.

Food Distribution
Program on Indian
Reservations

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