

VERIFICATION COUNTING CHEAT SHEET

PHASE 1: PREPARE

		Eligibility Status	Extend to all Household members?	Directly Certified?	Count toward Verification sample?
Household Paper Applications	Case # Application	Free	✓		✓
	Homeless/Migrant/Runaway	Incomplete, must confirm with liaison			
	Foster Box checked	Free			✓
	Income Application- Free	Free	✓		✓
	Income Application- Reduced	Reduced	✓		✓
	Income Application- Paid	Paid	✓		
Other*	CNP Direct Certification Match Results (SNAP/TANF/FDPIR)	Free	✓	✓	
	CNP Direct Certification Match Results (Foster, Migrant)	Free		✓	
	Notice to Provider (Foster)	Free		✓	
	Confirmed Homeless/Migrant/Runaway Liaison Lists	Free		✓	
	Head Start/Even Start Enrollment Roster	Free		✓	
	TANF Agency Letter	Free	✓	✓	
	FDPIR Agency Letter	Free	✓	✓	
	SNAP Agency Letter	Free	✓		

***If household completed an application prior to the child being directly certified, the application would be filed with all other directly certified applications and not be included in the verification sample.**

