

April 3, 2003  
Northeast Region Issuance #04-02

To: All Program Operators

Subject: Documentation of Independent Status for Youth

1. Purpose: To provide guidance on the documentation needed to establish a Youth's Independent Status.
2. Substance: Youth who are ordinarily included in the definition of "family", but claim to no longer be dependent upon their family, must complete an applicant statement attesting to their individual status. Such statements should be corroborated by the head of household in which that person resides. The youth must also show the source of his/her support.

Youth who claim little or no income must also complete an applicant statement indicating their means of support, e.g., unemployment, donations/contributions from family/friends, grants/awards/scholarships, etc. for the previous six month period. The statement should also designate a corroborative witness who can verify the information contained on the applicant statement is true and correct. Program operators are encouraged to obtain any additional supporting documentation, when possible, to verify the information contained on the applicant statement.

The completed applicant statement and any supporting documentation that is obtained by the program operator should be sufficient verification of the youth's independent status.

3. Action: This issuance is effective upon receipt.
4. Contact: If you have any questions regarding this issuance, please contact me or Linda Studer at (660) 327-5125.

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Sharon Hays, Executive Director