



Dear Parent/Guardian:

Thank you for your interest in the Berkeley- Albany YMCA Early Childhood Services Programs. We offer educational and comprehensive services to children and pregnant women at various locations in Berkeley, Albany and Emeryville. We provide full and part day services for families that qualify because they are working or attending school.

**ELIGIBILITY REQUIREMENTS**

**Age Eligibility**

- Infants and toddlers (Early Head Start)- Birth to 3 years old
- Preschoolers (Head Start)- 3 and 4 years old by 12/2/09

**Income Eligibility**

Children from low-income families are eligible for participation if their families' incomes are below the federal poverty line (See Federal Income Guidelines below) or if their families are receiving Public Assistance from TANF (CalWorks), Supplemental Security Income (SSI), or Foster Care.

**2009 Federal Income Guidelines**

Size of Family Unit	Gross Annual Income	Size of Family Unit	Gross Annual Income
1	\$ 10,830	5	\$ 25,790
2	\$ 14,570	6	\$ 29,530
3	\$ 18,310	7	\$ 33,270
4	\$ 22,050	8	\$ 37,010

*For family units with more than 8 members, add \$3,740 for each additional member*

**Required Documents**

Please submit copies of the following documents for verification of eligibility.

1. ***Proof of Income***
  - One month's worth of current (within 30 days) pay stubs or employment verification from current employer
  - Unemployment Benefits, disability income or worker's compensation
  - Notice of Action for CalWorks
  - Statement of Receipt of SSI
  - Verification of Foster Care
  - College/university scholarships, grants, fellowships, and assistantships
2. ***Proof of Age***
  - Birth Certificate, Passport or Verification of Foster Placement
3. ***Proof of Residency***
  - Utility bills, or
  - Bank Statement, or
  - Driver's License, or
  - Rental Agreement
4. ***Child's Immunization Record***
5. ***Other***
  - ***Proof of Pregnancy from Doctor for Pregnant Women***
  - ***Proof of diagnosed disability***
    - Current IEP/IFSP- if applicable

**Full-Day Services**

Enrollment in full day services can only begin after your enrollment in Head Start or Early Head Start. In order to qualify for full-day services, a family must demonstrate a need for child care by either working or attending school/training, or having a diagnosed disability. Verification of need, family size and income must be provided. The agency will then determine your eligibility for full-day services

If you meet the age and income eligibility requirements listed above, please complete the attached application and return to our offices at 2009 Tenth Street., Berkeley. If you need assistance completing the application, please call (510) 848-9092 or bring it with you to our office.

Sincerely,

Pamm Shaw, Director



Head Start Preschool Sites

West Berkeley YMCA 2009 10 <sup>th</sup> Street Berkeley Facility #01206120	South Berkeley 2901 California Street Berkeley Facility #010200607
Oceanview 1422 San Pablo Ave. Berkeley Facility #013411435	Sacramento Street 3155 Sacramento Street Berkeley Facility #013411804
Emeryville Marina 4727 San Pablo Ave. Emeryville Facility. #013416362	

Head Start Preschool Partner Sites

Berkeley Unified School District. Franklin Preschool 1460 Eighth Street Berkeley	Berkeley Unified School District King 1939 Ward Street Berkeley 510 644-6358
Berkeley Unified School District Hopkins 1810 Hopkins Street Berkeley	Albany Unified School District Albany Children's Center 800 Red Oak Ave Albany
Center for Early Intervention on Deafness 1035 Grayson Street Berkeley, CA 94710	

Early Head Start Infant and Toddler Sites

West Berkeley YMCA 2009 10 <sup>th</sup> Street Berkeley Facility #01206120	Early Head Start 6 <sup>th</sup> Street 1450 6 <sup>th</sup> Street Berkeley Facility #013414247
Oceanview 1422 San Pablo Ave. Berkeley Facility #013411435	Vera Casey Center 2246 Martin Luther King Way Berkeley Facility #013417825