



COVID-19 ECONOMIC IMPACT DOCUMENTATION: CHEAT SHEET

In order to be considered eligible for a 2021-2022 tax credit scholarship, families must demonstrate financial need. Income qualification is **based on the tax year listed on the proof of income documents** submitted with an application. More information about qualifying for the Tax Credit Scholarship Program can be found on the Empower Illinois website at empowerillinois.org/apply/do-i-qualify.

Traditional Documentation

To meet the Invest in Kids Act requirements for proof of income, Empower Illinois will accept the following documents when you apply for a 2021-2022 scholarship. Submitting these documents will require less follow-up and additional verifications.

- 2020 W-2/s
- Federal tax return (pages 1 and 2)
- 2020 1099/s Form
- Year-end pay stub
- Employer letter (on letterhead) indicating total wages paid

COVID-19 Documentation

To submit the fewest number of documents and meet verification requirements, submit the most recent 1040 for all household earners. For most people who submit their application prior to Tax Day in April, the most recent 1040 will be your 2019 1040. If you do not have a 1040 or your income changed in 2020, you can submit alternative documentation outlined below. These documents will allow you to submit an application, but may require additional documentation before final scholarship eligibility determination.

- 2019 W-2
- Employer letter indicating change in hours worked and/or wages
- Letter from Illinois Department of Employment Security indicating status as beneficiary of unemployment insurance benefits
- Statement indicating unemployment insurance benefits paid

Please reach out to our Scholars Helpline (800-616-7606 or scholars@empowerillinois.org) with any questions.

Empower Illinois reserves the right to request additional information and documentation to verify income, address, and employment claims.