

Dear Parent(s)/Guardian,

Thank you for your interest in Preschool Promise! This letter is intended to help you understand the documents that will be required to determine eligibility and must accompany your application. If you have any questions about completing the application, please contact our Coordinated Enrollment Specialist. Contact information is included at the end of this letter.

PRESCHOOL PROMISE OVERVIEW

The Preschool Promise Program (PSP) is a publicly funded program that offers free preschool to families whose incomes are at or below 200% of the Federal Poverty Level (FPL). The passage of House Bill 2025 (HB2025) in 2019 provided for an increase in resources to address the current gaps in access to affordable, high quality, culturally relevant preschool opportunities for families experiencing poverty and families of color. High quality preschool is one of the most effective strategies for closing the opportunity gap, preparing children for kindergarten, and ultimately raising school achievement.

PSP incorporates a mixed delivery approach, which recognizes that high quality early learning experiences can take place in a wide variety of settings, giving families the ability to choose the setting that works best for them and their child. The settings include culturally specific programs, licensed center and home-based child care, school districts, Relief Nurseries, and community based organizations.

Eligibility for Preschool Promise

Children must be at least three years old and not yet eligible for kindergarten by the date used to determine kindergarten eligibility. Age-eligible children may participate in PSP for up to two Program Years. Children must be members of families whose incomes, at the time of enrollment, are at or below 200 percent of the Federal Poverty Guidelines or a child in the foster care system. Children participating in PSP must live in Oregon.

Income Eligibility

Children must be members of families whose incomes, at the time of enrollment, are at or below 200% of the Federal Poverty Limit (FPL). See exceptions to income eligibility below.

Income Eligibility Verification

Income eligibility must be verified over either the previous calendar year or 3 most recent concurrent paystubs at the date of application. Families are encouraged to use the time period that best describes their current circumstances. If the family can demonstrate a significant change in income for the verification period, staff may consider current income circumstances.

Income includes:

- wages or salary (gross income);
- net income from self-employment;
- payments from Social Security or other retirement;
- payments for unemployment, workers' compensation, veteran's benefits, public assistance (Temporary Assistance for Needy Families, Supplemental Security Income and similar money payments);
- training stipends;
- alimony, child support; private pensions, government pensions and regular insurance or annuity payments;
- college scholarships or grants;
- dividends, interest, net rental income and
- other periodic income sources.

Income does not include:

- capital gains;
- assets drawn down as withdrawals from a bank or the sale of property such as car or house;
- tax refunds, gifts, loans or one-time insurance benefits;
- foster care subsidies;
- non-cash benefits such as employer-paid health insurance;
- food or housing received in lieu of wages;
- economic impact payments and federal unemployment supplements, authorized by the CARES Act;
- Non-cash assistance benefits such as Medicaid, food stamps, school lunches or housing assistance;
- Social Security survivor benefits received by the child;



**PRESCHOOL
PROMISE**

Household Size	200% FPL
2	\$34,840
3	\$43,920
4	\$53,000
5	\$62,080
6	\$71,160
7	\$80,240
8	\$89,320

- Tribal benefits;
- Adoption assistance payments; or
- Veteran’s disability benefits.

Income may be verified depending upon the type of income.

Wages and Salaries	3 most recent concurrent pay stubs, W-2 from previous calendar year, Income Tax Form 1040 or 1040A, or employer letter
Self-employment	Previous year’s tax Schedule C or 3 months of profit and loss statement
Unemployment	Benefits letter/Statement
TANF	Oregon Department of Human Services benefits letter (ODHS 0839 form or FSRN printout)
Social Security	Social Security Benefits Letter
Child Support	Child Support Statement
College Scholarships and grants	Financial Aid award letter

Exceptions to Income Eligibility

Foster Children

Children who are in foster care at the time of enrollment are deemed categorically eligible for PSP, regardless of the income level of the family or foster parents.

Categorical Eligibility Verification

To verify that child is in foster care, staff must accept a DHS Foster Care placement letter, a court order or other legal document, a written statement from a government official that demonstrates child is in foster care, or proof of a foster care payment for the child.

Age Requirement

Children must be at least three years old, but not yet eligible for kindergarten, by the date used to determine kindergarten eligibility (September 1 in most school districts in Oregon).

Age Eligibility Verification

Age eligibility may be documented by:

- Copy of birth certificate;
- Copy of hospital record;
- Copy of child’s immunization record;
- Foster care placement letter; or
- Legal document that shows child’s date of birth

Oregon Address Requirement

Children participating in the PSP program must live in Oregon.

Oregon Address Verification

Living in Oregon may be documented by parent/guardian’s:

- Current utility/service bill (electric, gas, water/sewer and waste);
- lease or rental agreement; or
- Identification card or Oregon driver’s license;
- Paystub or W-2;
- Benefits letter (Social Security, TANF, SNAP, OHP letter, etc.);
- Foster care placement letter; or
- Secure address through Address Confidentiality Program.

Right to Appeal

A parent may appeal a determination of non-eligibility by submitting a written request to the EL Hub. The Hub must review the application and respond to the parent within 10 business days of receipt of appeal. If the Hub sustains the determination of non-eligibility, the parent may further appeal the determination via email to the ELD at PSP@state.or.us. EL Hub eligibility determination processes must include providing information to parents on their right to appeal and contact information for the ELD.

For questions and/or assistance with your application, contact:

**The Early Learning Hub
of Linn, Benton & Lincoln Counties**



**Antonia Huerta
Coordinated Enrollment Specialist
preschoolpromise@linnbenton.edu**