

The 2004 Family Income Guidelines

ACYF Administration on Children, Youth and Families	U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES Administration for Children and Families	
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INFORMATION MEMORANDUM: [[See Attachments at the bottom](#)]

TO: Head Start and Early Head Start Grantees and Delegate Agencies

SUBJECT: The 2004 Family Income Guidelines

INFORMATION:

Children are eligible to participate in Head Start if they are from low-income families or if their families are eligible for public assistance. The Head Start Act establishes income eligibility for participation in Head Start programs based on the poverty guidelines updated annually in the Federal Register by the U.S. Department of Health and Human Services under the authority of 42 U.S.C. 9902(2). The attached 2004 Family Income Guidelines were published in the Federal Register on February 13, 2004 (Vol. 69, No. 30, pp. 7335-7338). The 2004 Guidelines must be used to determine eligibility for Head Start for families who are eligible because they have low incomes.

For information about determining eligibility for families who are eligible because they receive public assistance, please see the July 29, 1999 Program Instruction titled, "Receipt of Public Assistance and Determining Eligibility for Head Start," [ACYF-PI-HS-99-06](#). Public assistance means participation in the TANF program (Temporary Assistance for Needy Families) or the SSI program (Supplemental Security Income). The 1999 Program Instruction should be followed in conjunction with this Information Memorandum for Head Start recruitment efforts. You are encouraged to visit our Head Start website at www.acf.dhhs.gov/programs/hsb/ and click on "Publications/Information Resources" for this IM, and also other pertinent eligibility information.

The attached definition of "income" that is used by Head Start is derived from the U.S. Bureau of the Census, Current Population Reports, Series P60-185 and earlier reports in the same series. It provides a more detailed guidance on the term "income" than is found in 45 CFR 1305.2(i).

The definition of "family" to be used in determining eligibility is found in 45 CFR 1305.2(e), which defines family as all persons living in the same household who are:

1. Supported by the income of the parent(s) or guardian(s) of the child enrolling or participating in the program, and
2. related to the parent(s) or guardian(s) by blood, marriage or adoption.

Questions about the Income Guidelines should be addressed to your ACF Regional Office or the American Indian or Migrant Programs Branches.

Sincerely,



Windy M. Hill
Associate Commissioner
Head Start Bureau

Attachments:

[Family Income Guidelines for 2004](#)
[Head Start Program Definition of Income](#)