

## Creating Futures Summer Jobs Program Application Packet

Thank you for your interest in the summer job program. This program is available to individuals who meet certain eligibility criteria, so please **make sure to provide needed documentation and fully complete the application in order to be considered for a job.**

Orientation will be scheduled for July 6<sup>th</sup> – July 9<sup>th</sup> and is **mandatory** for employment. All summer jobs are scheduled to run July 12<sup>th</sup> - September 15<sup>th</sup>. Please review the following check list to determine if you are eligible and submit documentation items along with your application.

\_\_\_\_\_ Ages 16 to 21 years old

Provide a copy of one of the following:

\_\_\_\_\_ state ID that lists date of birth **OR**

\_\_\_\_\_ birth certificate and a photo ID (i.e. school identification card with photo on it)

\_\_\_\_\_ Copy of Social Security Card.

\_\_\_\_\_ Low Income: Go to the DHS office and request a printout documenting that FIP or Food Stamps were received within the past 6 months. Please make sure your name is on the printout and it is signed or stamped by DHS.

\_\_\_\_\_ Males 18 years and older must have registered with selective services.

Provide a copy of your registration print off or register online by going [www.sss.gov](http://www.sss.gov)

\_\_\_\_\_ You will need to have a banking account (checking or savings).

\_\_\_\_\_ Please complete the attached family composition and residency verification form.

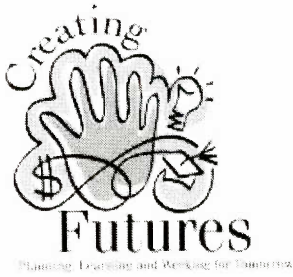
### Submit all completed materials by June 9th:

**Cedar Rapids area:**  
Kirkwood Skills to Employment  
1030 5<sup>th</sup> Ave. SE, Suite 2300  
Cedar Rapids, IA 52403

**Iowa City Area:**  
Kirkwood Skills to Employment  
1700 S 1<sup>st</sup> Ave Suite 22  
Iowa City, IA 52240

**Hours: 8-5 Monday-Friday**

**Incomplete application packets will not be considered for placement.**  
Applications will be accepted until June 9<sup>th</sup> or until all jobs are full.



## FAMILY COMPOSITION AND RESIDENCY VERIFICATION

Date: \_\_\_\_\_

I certify to the best of my knowledge \_\_\_\_\_  
Name

is a member of a family consisting of \_\_\_\_\_ persons residing at

\_\_\_\_\_  
Address City State

I further certify that the family composition at this address consists of: (please check all that apply)

- Father/adoptive father
- Mother/adoptive mother
- Grandfather/grandfather-in-law/step-grandfather/adoptive grandfather
- Grandmother/grandmother-in-law/step-grandmother/adoptive grandmother
- Great-grandfather/great-great-grandfather
- Great-grandmother/great-great-grandmother
- Stepfather, but not his parents
- Stepmother, but not her parents
- Brother/brother-of-half-blood/stepbrother/brother-in-law/adoptive brother
- Sister/sister-of-half-blood/stepsister/sister-in-law/adoptive sister
- Uncle/aunt, of whole or half blood
- Uncle-in-law/aunt-in-law
- Great uncle/great-great-uncle
- Great aunt/great-great-aunt
- First cousins/nephews/nieces
- Second cousins, meaning the son or daughter of one's parent's first cousin

Verified by: \_\_\_\_\_  
(signature/address)

\_\_\_\_\_  
\_\_\_\_\_

**Must be verified by someone NOT related to you or residing at the same address.**

Comments: