

Courtroom Number \_\_\_\_\_

**CIRCUIT COURT OF COOK COUNTY  
TRAFFIC DIVISION  
PUBLIC DEFENDER SCREENING PROGRAM  
APPLICATION FOR PUBLIC DEFENDER REPRESENTATION**

Applicant's Name \_\_\_\_\_  
Ticket Numbers \_\_\_\_\_

Income Exceeds Guidelines \_\_\_\_\_(Y/N)  
Net Income Less Than \$250 \_\_\_\_\_(Y/N)  
Net Assets Less Than \$500 \_\_\_\_\_(Y/N)

/

Interviewer's Signature/Interviewer's Name (Please Print)

\_\_\_\_\_/\_\_\_\_\_  
Date/Time

**I. ASCERTAINING MONTHLY GROSS HOUSEHOLD INCOME**

PUT AN ASTERISK (\*) BESIDE ANY FIGURE NOT VERIFIED BY A DOCUMENT.

To determine disposable income, the interviewer must determine monthly gross income from all sources in the household. The following are possible income sources the interviewer should ask about:

1. Wages or salary: \_\_\_\_\_
2. Retirement or pension: \_\_\_\_\_
3. Social Security: \_\_\_\_\_
4. Investment Income: \_\_\_\_\_
5. Worker's Compensation: \_\_\_\_\_
6. Veteran's Benefits: \_\_\_\_\_
7. Unemployment Compensation: \_\_\_\_\_
8. Welfare: \_\_\_\_\_
9. Aid for Dependent Children: \_\_\_\_\_
10. Food stamps: \_\_\_\_\_
11. Child/Support Maintenance: \_\_\_\_\_
12. Other income: \_\_\_\_\_

TOTAL MONTHLY GROSS INCOME \_\_\_\_\_

**II. DETERMINING THE NUMBER OF DEPENDENTS AND INCOME ELIGIBILITY**

DEPENDENTS	Guidelines	MONTHLY GROSS INCOME
1		\$1000
2		\$1350
3		\$1700
4		\$2050
5		\$2400

For each additional dependent in excess of eight, add \$350.

III. NECESSARY EXPENSES

Ascertain necessary expenses for the last calendar month (i.e. if the interview takes place in May, the interviewer should ask about April expenses).

The interviewer should ask about the following areas of possible expenses. If there is an area not included in this list but the citizen believes it to be a necessary living expense include it under the category of "Other" with an explanation of this expense.

The following are recognized as necessary expenses:

1. Rent or mortgage (less any assistance): \_\_\_\_\_
2. Utilities: \_\_\_\_\_
3. Groceries: \_\_\_\_\_
4. Clothing: \_\_\_\_\_
5. Medical bills (not covered by insurance): \_\_\_\_\_
6. Insurance: \_\_\_\_\_
7. Garnishments: \_\_\_\_\_
8. Child Support/Maintenance: \_\_\_\_\_
9. Taxes: \_\_\_\_\_
10. Car payments: \_\_\_\_\_

TOTAL NECESSARY EXPENSES \_\_\_\_\_

SUBTRACT:

MONTHLY HOUSEHOLD INCOME \_\_\_\_\_

- TOTAL NECESSARY EXPENSES \_\_\_\_\_

INCOME LESS EXPENSES \_\_\_\_\_

Other expenses claimed as necessary: \_\_\_\_\_

\_\_\_\_\_

**IV. ASCERTAINING NET ASSETS**

The interviewer should inquire about the following categories of assets:

- 1. Cash: \_\_\_\_\_
- 2. Checking account: \_\_\_\_\_
- 3. Savings account: \_\_\_\_\_
- 4. Credit Card (available balance or advance): \_\_\_\_\_
- 5. Loans from family or friends: \_\_\_\_\_
- 6. Equity in real estate: \_\_\_\_\_
- 7. Equity in an automobile: \_\_\_\_\_
- 8. Jewelry: \_\_\_\_\_
- 9. Other \_\_\_\_\_
  
- TOTAL ASSETS \_\_\_\_\_

Then the interviewer should ask about any liabilities or personal debts the citizen may have that have not already been reflected in other categories:

- 1. Credit Card balances: \_\_\_\_\_
- 2. Loan debts other than home or auto loan: \_\_\_\_\_
- 3. Student Loans: \_\_\_\_\_
- 4. Hospital debts: \_\_\_\_\_
- 5. Outstanding judgments or fines: \_\_\_\_\_
- 6. Funeral or burial expenses: \_\_\_\_\_
- 7. Other ( \_\_\_\_\_ ): \_\_\_\_\_
  
- TOTAL LIABILITIES \_\_\_\_\_

Subtract Assets from Liabilities:

ASSETS \_\_\_\_\_  
--LIABILITIES \_\_\_\_\_  
NET ASSETS \_\_\_\_\_

**Return all the citizen's documents to him/her and give this form into the Clerk in applicant's courtroom.**