



Financial Evaluation

- Quebec residents need not complete this form

The Financial Evaluation form (IMM 1283) will help you assess if you (and your spouse or common-law partner, if he or she is co-signing the undertaking) will have the financial ability to support the persons you are planning to sponsor and their family members.

If you are sponsoring a person other than

- your spouse, common-law or conjugal partner who has no family members, or
- your spouse, common-law or conjugal partner who has dependent children who have no dependent children of their own, or
- your child who has no children of his or her own,

you must prove that you have an annual income that is at least equal to the minimum necessary income to support the group of persons who depend on you financially. This group of persons consists of

- yourself and your family members, whether they are living with you or not;
- the person you are sponsoring and his or her family members;
- every other person you have sponsored in the past and their family members, where an undertaking is still in effect or is not yet in effect;
- every other person for whom you have co-signed an undertaking that is still in effect or is not yet in effect; and
- every person not included above for whom your spouse or common-law partner has given or co-signed an undertaking that is still in effect or is not yet in effect, if your spouse or common-law partner is co-signing your current sponsorship undertaking.

If you declared bankruptcy and are required to meet settlement arrangements, income earned during the period of the bankruptcy cannot be considered.

Co-signer

If you have to meet financial requirements and do not have enough money to sponsor your relatives on your own, your spouse or common-law partner may help you meet the income requirement by co-signing the undertaking.

The co-signer must:

- meet the same eligibility requirements as the sponsor;
- agree to co-sign your application to sponsor; and,
- agree to be responsible for the basic requirements of the persons you want to sponsor and their family members for the term of the undertaking.

The co-signer will be equally liable if commitments are not met. If you are sponsoring a spouse, common-law or conjugal partner, you cannot have a co-signer. If you are sponsoring a dependent child who does not have children of his or her own, you do not need a co-signer.

Assets, potential earnings, or assistance from other family members will not be considered.

Complete questions relating to your spouse or common-law partner if he or she is co-signing your sponsorship undertaking.

Social assistance

Social assistance means any benefit, whether money, goods or services, provided to or on behalf of a person by a province under a program of social assistance. It includes assistance for food, shelter, clothing, fuel, utilities, household supplies,

personal requirements and health care not provided by public health care.

Group of persons who depend on you financially

The minimum income you will need to meet the requirements of your sponsorship undertaking is determined in part by the number of persons who will depend on you for financial support. For each group described in questions 3 and 4, enter the number of persons included in that group and give details of each person in the group as instructed on the form. We have already entered 1 in the box in question 2, to account for yourself. If your spouse or common-law partner is co-signing your sponsorship undertaking, make sure you also complete questions 5 and 6. Read each description carefully. Add the numbers entered in each of the boxes provided for the number of persons in questions 2, 3, 4 and, if applicable, 6. Enter the total in the box provided at question 7. This total and the low income cut-off table will help you determine the minimum amount you will need to sponsor.

Minimum necessary income

Refer to the low income cut-off table (**Table 1**) and go down the column until you come to the line that matches the number of people for whom you are responsible as determined in **Box 7**. This is the amount of income you must have to sponsor your relatives. Enter that amount in the box at question 8.

Table 1 — Low Income Cut-off

(Effective until February 1, 2004)

Size of Family Unit	Minimum necessary income
1 person (the sponsor)	\$18,841
2 persons	\$23,551
3 persons	\$29,290
4 persons	\$35,455
5 persons	\$39,633
6 persons	\$43,811
7 persons	\$47,988
For each additional person	\$4,178

If you are using this kit after February 1, 2004, please contact a Call Centre for revised LICO figures.

Your available income

To determine the income that is available to you to sponsor, you have the possibility of choosing either the simplified (question 10) or the detailed (question 11) method of calculation of the income you earned. When calculating your total income, any amount you received as an allowance or a benefit of the type described in 10.B below must be excluded.

The result (box 12) will be your available income. If your spouse or common-law partner is helping you meet the income requirement, you will have to enter in box 15 his or her available income as calculated in question 13 or 14. The total of boxes 15 and 16 will be the total income that is available to you to support your application to sponsor. This total (box 17) must at least be equal to the amount of the minimum necessary income calculated for the number of persons that will depend on your financial support.

Question 10. - Simplified calculation of earned income

Box 10.A: Print the amount that appears at line 150 of the last notice of assessment issued to you by the Canada Customs and Revenue Agency (CCRA, formerly Revenue Canada) for the most recent taxation year.

Box 10.B: Add all of the following payments that were included in the amount at line 150 of your notice of assessment and print the result in box 10.B:

- **Provincial instruction or training allowance;**
- **Social assistance** paid by a province;
- **Employment insurance:** only maternity, parental and sickness benefits paid under the *Employment Insurance Act* are considered income. Other payments such as employment insurance and federal training allowances are **not** considered as income; and
- **Guaranteed income supplement** paid under the *Old Age Security Act*.

Box 10.C: Deduct the amount entered in box 10.B from the amount in box 10.A. The result 10.C is your total income as per the simplified method of calculation.

Question 11. - Detailed calculation of earned income

Personal employment, business and self-employment income

You must provide a detailed account of the income you earned in the 12 months preceding the date of your application to sponsor if

- you cannot produce a notice of assessment or an equivalent document for the most recent taxation year preceding the date of your application to sponsor, or
- if you can produce a notice of assessment but the amount at line 150 is less than the minimum necessary income (see definition above) and your financial circumstances have improved since you received the notice of assessment.

Complete question 11 as follows:

Box 11.A: For each of the employers you worked for during the period of 12 months preceding the date of your application and from which you have received or will receive a T-4 slip, give details about your employment and the income you earned. **Personal employment income** is defined as the gross income earned from your job(s) as reported to CCRA from a T4.

If you were self-employed, give details about your business and the income you earned. **Personal business income** is defined as the net income earned (or loss incurred) and reported to CCRA from activities conducted for profit from a sole proprietorship, partnership or **unincorporated business**. This would include professions, trades and businesses such as small retail outlets and restaurants. Other **personal self-employment income** refers to the net income earned (or loss incurred) and reported to CCRA from self-employment endeavours such as farming, fishing, commission sales, consulting and child care that are conducted for profit.

Add all personal income from employment, business and

other self-employment earned in the 12 months preceding the date of your application to sponsor. Enter the result in box 11.A.

Box 11.B: Other income

Calculate income that you received from other sources. Use the following definitions:

- **Rental income:** net income earned (or loss incurred) and reported to CCRA from rental property.
- **Investment and interest income:** income reported to and accepted by CCRA from dividend payments, interest, stocks, bonds and other investments and, interest on savings deposits.
- **Pension income:** income from Old Age Security, Canada/Quebec Pension Plan, other pensions, superannuation and annuity payments from Canadian sources. Do not include Guaranteed Income Supplement (GIS) payments.
- **Maternity/parental/sickness benefits:** only maternity, parental and sickness benefits paid under the *Employment Insurance Act* are considered income. Other payments such as employment insurance and federal training allowances are **not** considered as income.
- **Other sources of income:** include income you have received and will continue to receive on a regular basis that is not included above (e.g. spousal, child support). Please specify the source of the income on the form.
You cannot include provincial instruction and training allowances, social assistance, child tax benefits, guaranteed income supplement or employment insurance payments.

Add all income received from other sources and enter the result in box 11.B.

Box 11.C: Add the amounts entered in boxes 11.A and 11.B. The result 11.C is your total income as per the detailed method of calculation.

Your available income (box 12) is the amount entered in box 10.C or 11.C, depending on the method of calculation you used. Carry this amount over to box 16.

Income available to your spouse or common-law partner, if he or she is a co-signer

Your spouse or common-law partner should complete this section if he or she is co-signing the sponsorship undertaking. Print the required employer and/or self-employment (business or professional) information. Use the definitions given in questions 10 and 11 above. Your spouse or common-law partner also has the possibility of choosing either the simplified (question 13) or the detailed (question 14) method of calculation to determine the income he or she earned and that can be added to your available income if you need help to meet the financial requirement.

Question 13. - Simplified calculation of earned income

Box 13.A: Print the amount that appears at line 150 of the last notice of assessment issued to your spouse or common-law partner by CCRA for the most recent taxation year.

Box 13.B: Deduct described payments that were included in line 150 of your spouse's or common-law partner's notice of assessment and print the result in box 13.B.

Box 13.C: The result 13.C is the total income your spouse or common-law partner can contribute as per the simplified method of calculation.

Question 14. - **Detailed calculation of earned income**

Personal employment, business and self-employment income

You must provide a detailed account of the income your spouse or common-law partner earned in the 12 months preceding the date of your application to sponsor if

- he or she cannot produce a notice of assessment or an equivalent document for the most recent taxation year preceding the date of your application to sponsor, or
- his or her financial circumstances have improved since he or she received the notice of assessment.

Refer to instructions and definitions in question 11 to help you complete question 14.

Add the amounts entered in boxes 14.A and 14.B. The result 14.C is the total income of your spouse or common-law partner as per the detailed method of calculation.

Your spouse's or common-law partner's available income (box 15) is the amount entered in box 13.C or 14.C, depending on the method of calculation used.

Total income available to sponsor

Add the numbers in boxes 15 and 16. The result (box 17) is the amount of money that you (and, if applicable, your co-signer) have available to sponsor.