

## EMPLOYMENT INCOME VERIFICATION FORM

The business to which you are applying has received financial assistance through the Community Development Block Grant (CDBG) Program. This is a program of the United States Department of Housing and Urban Development. As part of the CDBG Program requirements, the business must report the number of jobs for persons of low and moderate income households.

**Employer Name:** \_\_\_\_\_

**Applicant Name:** \_\_\_\_\_  
**Please Print Your Full Name**

**Job Title:** \_\_\_\_\_

**Is Position**      **Full Time** \_\_\_\_\_ **OR** **Part Time** \_\_\_\_\_

**Average Number of Hours per Week** \_\_\_\_\_

**Instructions:**

1. Circle the total number of family members in your household. (Unrelated individuals are considered as one person households).
2. In the column for your household size, circle the income range that corresponds to your total family income. If you don't see your income range, please indicate your income and household size here \_\_\_\_\_ (See examples on the next page.)

		Household Size							
		1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
Income Range (% of Median Family Income)	Extremely Low (30%)	\$12,800 or Less	\$14,600 or Less	\$16,450 or Less	\$18,250 or Less	\$19,750 or Less	\$21,200 or Less	\$22,650 or Less	\$24,100 or Less
	Very Low (50%)	\$12,801-\$21,350	\$14,601-\$24,400	\$16,451-\$27,450	\$18,251-\$30,450	\$19,750-\$32,900	\$21,201-\$35,350	\$22,651-\$37,800	\$24,101-\$40,200
	(60% Limits)	\$21,351-\$25,620	\$24,401-\$29,280	\$27,451-\$32,940	\$30,451-\$36,540	\$32,901-\$39,480	\$35,351-\$42,420	\$37,801-\$45,360	\$40,201-\$48,240
	Low (80%)	\$25,621-\$34,100	\$29,281-\$39,000	\$32,941-\$43,850	\$36,541-\$48,700	\$39,481-\$52,600	\$42,421-\$56,500	\$45,361-\$60,400	\$48,241-\$64,300

3. Please Check one that applies to you.

<input type="checkbox"/> White <input type="checkbox"/> Black/African American <input type="checkbox"/> Asian <input type="checkbox"/> American Indian/Alaskan Native <input type="checkbox"/> Native Hawaiian/Other Pacific Islander <input type="checkbox"/> American Indian/Alaska Native & White <input type="checkbox"/> Asian & White <input type="checkbox"/> Black/African American & White <input type="checkbox"/> American Indian/Alaska Native & Black/African American <input type="checkbox"/> Other Multi-Racial
Hispanic Origin <input type="checkbox"/> Yes <input type="checkbox"/> No
Female Head of Household <input type="checkbox"/> Yes <input type="checkbox"/> No

4. Each applicant must sign the form certifying the accuracy of the information provided.

I certify that this information is accurate to the best of my knowledge, and I understand that this information is subject to verification by authorized officials.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Example 1: There are 4 persons in your household. Under Household Size, circle 4 person. Total family income is \$26,550. Under the 4 person column, circle the \$19,851 - \$33,100 income range block because your family income is within this range.

		Household Size							
		1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
Income Range (% of Median Family Income)	Extremely Low (30%)	\$13,900 or Less	\$15,900 or Less	\$17,850 or Less	\$19,850 or Less	\$21,450 or Less	\$23,050 or Less	\$24,600 or Less	\$26,200 or Less
	Very Low (50%)	\$13,901 - \$23,150	\$15,901 - \$26,500	\$17,851 - \$29,800	\$19,851 - \$33,100	\$21,451 - \$35,750	\$23,051 - \$38,400	\$24,601 - \$41,050	\$26,200 - \$43,700
	Low (80%)	\$23,151 - \$37,050	\$26,501 - \$42,350	\$29,801 - \$47,650	\$33,101 - \$52,950	\$35,751 - \$57,200	\$38,401 - \$61,400	\$41,051 - \$65,650	\$43,701 - \$69,900

Example 2: There are 6 persons in your household. Under Household Size, circle 6 person. Total family income is \$58,300. Under the 6 person column, circle the \$38,401 - \$61,400 income range block because your family income is within this range.

		Household Size							
		1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
Income Range (% of Median Family Income)	Extremely Low (30%)	\$13,900 or Less	\$15,900 or Less	\$17,850 or Less	\$19,850 or Less	\$21,450 or Less	\$23,050 or Less	\$24,600 or Less	\$26,200 or Less
	Very Low (50%)	\$13,901 - \$23,150	\$15,901 - \$26,500	\$17,851 - \$29,800	\$19,851 - \$33,100	\$21,451 - \$35,750	\$23,051 - \$38,400	\$24,601 - \$41,050	\$26,200 - \$43,700
	Low (80%)	\$23,151 - \$37,050	\$26,501 - \$42,350	\$29,801 - \$47,650	\$33,101 - \$52,950	\$35,751 - \$57,200	\$38,401 - \$61,400	\$41,051 - \$65,650	\$43,701 - \$69,900