



# 2019 CDBG INCOME QUALIFICATION FORM FOR A JOHNSON COUNTY CDBG FUNDED ACTIVITY

CDBG-9

*(Must be filled out by Applicant each calendar year CDBG assistance is requested)*

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_  
**APPLICANT** Last Name First Name Phone

4. \_\_\_\_\_ 5. \_\_\_\_\_ 6. \_\_\_\_\_  
 Street City Zip

**Note: Residents of OVERLAND PARK, SHAWNEE, LENEXA or cities OUTSIDE of Johnson County are NOT eligible**

7. Including yourself, how many persons make up your household? \_\_\_\_\_

8. Is this a female headed household? YES \_\_\_\_\_ NO \_\_\_\_\_

9. Is the head of household elderly (Age 62+)? YES \_\_\_\_\_ NO \_\_\_\_\_

10. **ETHNIC ORIGIN** - How many members of the household are Hispanic/Latino? \_\_\_\_\_

11. **RACE** - How many members of the household are: (write number of persons in in each box)

White  Black/African American  Asian  American Indian/Alaskan Native  Native Hawaiian/Other Pacific Islander

**OR**

Black/African American & White  American Indian/Alaskan Native & White  Asian & White  
 American Indian/Alaskan Native & Black/African American  Other (Multi-racial)

12. Please provide information below for **ALL members residing in the current residence, related or not, even if they do not have any income (ALL members over 18 MUST sign this certification)**

Name	Age	Sources of Income	Gross Annual Income

13. **TOTAL HOUSEHOLD PROJECTED GROSS ANNUAL INCOME (before taxes or deductions) \$** \_\_\_\_\_

14. **Do you OR an immediate family member work for the granting agency or Johnson County?**  Yes  No

\*If YES, Conflict of Interest Determination Documentation MUST be completed prior to approval

**Documentation of gross income listed above and income calculations must be attached to this application**

### Certification

*Under penalty of law I do hereby acknowledge that the information I have provided above is true and accurate and that this information is subject to verification by the agency and other entities providing funding for this project. I also acknowledge that the submission of false or inaccurate information could lead to my prosecution by Federal, State, and/or Local officials and the repayment of the assistance I receive through this application.*

\_\_\_\_\_  
 Applicant Signature Date

\_\_\_\_\_  
 Co-Applicant Signature Date

### FOR AGENCY USE ONLY

Income is  **at/below** 30%  **between** 30 - 50%  **between** 50 - 80% of **HUD Income Guidelines**

Agency MUST include a copy of the completed CPD income eligibility calculator (Part 5), available online at:

<https://www.hudexchange.info/incomecalculator/>

Certification of CDBG Eligibility conducted by (Print Name): \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_

## SOURCES OF MONTHLY INCOME TO BE COUNTED AND DOCUMENTATION REQUIRED

SOURCES OF MONTHLY INCOME	REQUIRED DOCUMENTS Attach copy of the following:
Wages, salaries, overtime pay, fees, tips, commissions, bonuses, & other compensation for personal services (before any payroll deductions)	Copy of most recent pay stubs
Child support payments	Copy of court order
Alimony	Copy of court order
Unemployment, worker's compensation, severance pay	Copy of pay stub/docs from payor
Welfare assistance	Letter of benefits from agency
Interest, dividends and other net income of any kind from real or personal property	Bank statements
Social Security	NEW benefit amount letter from Social Security
Annuities	Monthly payment statement
Retirement Funds	Monthly payment statement
Pensions	Monthly payment statement
Insurance Policies	Monthly payment statement
Disability or Death Benefits	Letter from Social Security or other payor agency
Net income from operating a business	Most recent state quarterly tax filing

## MONTHLY INCOME NOT COUNTED-No Documentation Required

- ✓ **Food stamps**
- ✓ **Income from employment of children under 18 years of age**
- ✓ **Earnings in excess of \$480 for each full-time students 18 years and older**
- ✓ **Payments for foster care**
- ✓ **Lump sum payments such as inheritances, insurance payments**
- ✓ **Payments as reimbursements for medical costs**
- ✓ **Full amount of student financial assistance paid directly to students or institutions**
- ✓ **Refunds or rebates under state or local law for property taxes**
- ✓ **Amounts paid by state agency to family with member who has a developmental disability and is living at home**