

(For use beginning April 24, 2019)

This business has received assistance from Dane County through funds that were provided in part by the U.S. Department of Housing and Urban Development (HUD) which requires that the following information be completed. This information will be kept confidential.

## **INSTRUCTIONS:**

Please answer questions 1, 2, and 3, then sign and date the form certifying the information is correct. Your information can only be accepted if the form is completed in full.

1.) Please indicate your current family income in the following table. "Family" means all related persons in your household.

| Please Circle #              | FAMILY INCOME CATEGORY   |                     |                     |                       |  |  |
|------------------------------|--|---------------------|---------------------|-----------------------|--|--|
| of Persons in<br>your Family | Please check your family income in the same row as the number of persons in your family. |                     |                     |                       |  |  |
| 1                            | \$0 - \$21,100   | \$21,100 - \$35,150 | \$35,150 - \$52,850 | Greater than \$52,850 |  |  |
| 2                            | \$0 - \$24,100   | \$24,100 - \$40,200 | \$40,200 - \$60,400 | Greater than \$60,400 |  |  |
| 3                            | \$0 - \$27,100   | \$27,100 - \$45,200 | \$45,200 - \$67,950 | Greater than \$67,950 |  |  |
| 4                            | \$0 - \$30,100   | \$30,100 - \$50,200 | \$50,200 - \$75,500 | Greater than \$75,500 |  |  |
| 5                            | \$0 - \$32,550   | \$32,550 - \$54,250 | \$54,250 - 81,550   | Greater than \$81,550 |  |  |
| 6                            | \$0 - \$34,950   | \$34,950 - \$58,250 | \$58,250 - \$87,600 | Greater than \$87,600 |  |  |
| 7                            | \$0 - \$39,010   | \$39,010 - \$62,250 | \$62,250 - \$93,650 | Greater than \$93,650 |  |  |
| 8 or more                    | \$0 - \$43,430   | \$43,430 - \$66,300 | \$66,300 - \$99,700 | Greater than \$99,700 |  |  |

## 2.) Please check the box(es) that identify your race.

Do you have a disability that is a substantial handicap?

| Single Race:<br>White<br>Black/African American<br>Asian<br>American Indian/Alaskan Native<br>Native Hawaiian/Other Pacific Islander<br>Other | Asian and WI | lian/Alaskar<br>hite<br>American a<br>lian/Alaskar | Native and White<br>and White<br>Native and African | /American |
|---|--------------|--|---|-----------|
| 3.) Please answer these questions:  |              |  |   |           |
| Do you consider yourself as being of Hispan<br>Are you currently unemployed or were you u   |              | Yes  | 🗌 No  |           |
| to employment with this company?  |              | 🗌 Yes  | 🗌 No  |           |
| Are you a female head of household?   | 🗌 Yes        | 🗌 No   |   |           |

I attest that the information provided is true and correct to my knowledge. I understand that the information listed on this form may be subject to verification by Dane County and/or by the U.S. Department of Housing and Urban Development (HUD), the Office of the Inspector General, or their authorized representatives.

Yes

No

Printed Name

Signature

Source: 2019 HUD low-moderate income level limits for Dane County, WI

| EMPLOYER USE ONLY       |                    |  |  |  |  |  |
|-------------------------|--------------------|--|--|--|--|--|
| Position Details        |                    |  |  |  |  |  |
| 🗌 Full Time 🗌 Part Time | No. hours per week | Employer-Sponsored Healthcare Plan Offered |  |  |  |  |
| Position Class          |                    |  |  |  |  |  |
| Official/Manager        | Professional       | Office/Clerical                            |  |  |  |  |
| □ Sales                 | Technician         | Craft Worker/Skilled                       |  |  |  |  |
| Operative/Semiskilled   | Laborer/Unskilled  | Service Worker                             |  |  |  |  |

## **Job Category Definitions**

1. Officials or Managers - Occupants requiring administrative personnel who set broad policies, exercise overall responsibility of execution of these policies, and individual departments or special phases of a firm's operations. This includes: Officials, Executives, middle management, plant managers and superintendents, salaried supervisors who are members of management, purchasing agents and buyers, and kindred workers.

2. **Professional -** Occupants requiring either college graduation or experience of such kind and amount as to provide a comparable background includes: accountants and auditors, airplane pilots and navigators, architects, artists chemists, designers, dietitians, editors, engineers, lawyers, librarians, mathematicians, natural scientists, registered professional nurses, professional and labor relations workers, physical scientists, physicians, social scientists, teachers, and kindred workers.

3. **Technicians -** Occupants requiring a combination of basic scientific knowledge and manual skill which can be obtained through about 2 years of post-high school education such as is offered in many technical institutions and junior colleges, or through equivalent on the job training. This includes: computer programmers and operators, drafters, engineering aides, junior engineers, mathematic aides, licensed practical or vocational nurses, photographers, radio operators, scientific assistants, surveyors, technical illustrators, technicians (medical, dental, electronic, physical science) and kindred workers.

4. **Sales -** Occupants engaging wholly or primarily in direct selling. This includes: advertising agenda and sales workers; insurance agents and brokers; real estate agents and brokers; sales workers; demonstrators and retail sales workers; and sales clerks, grocery clerks and cashiers; and kindred workers.

5. **Office or Clerical -** Includes all clerical-type work regardless of level of difficulty, where the activities are predominantly nonmanual though some manual work not directly involved with altering or transporting the products is included. This includes: bookkeepers, cashiers, collectors (bills and accounts), messengers and office helpers, office machine operators, shipping and receiving clerks, stenographers, typists, and secretaries, telegraph and telephone operators, and kindred workers.

6. **Craft Worker (skilled)** - Manual workers of relatively high level having a thorough and comprehensive knowledge of the processes involved in their work. Exercise considerable independent judgment and usually receive an extensive period of training. This includes: the building trades, hourly paid supervisors and lead operators (who are not members of management), mechanic and repairers, skilled machining occupations, compositors and typesetters, electricians, engravers, job setters (metal), motion picture projectionists, pattern and model makers, stationary engineers, tailors, and kindred workers.

7. **Operatives (semi-skilled)** - Workers who operate machines or other equipment or perform other factory-type duties of intermediate skill level which can be mastered in a few weeks and require only limited training. This includes: apprentices (auto mechanics, plumbers, electricians, machinists, mechanics, building trades, metal working trades, printing trades, etc.), operatives, attendants (auto service and parking), blasters, chauffeurs, delivery workers, dress makers and sewers (except factory), dryer's furnaces workers, heaters (metal), laundry and dry cleaning, operatives, milliners, mine operatives and laborers, motor operators, oilers and greasers (except auto), painters (except construction and maintenance), photographic process workers, boiler tenders, truck and tractor drivers, weavers (textile), welders and flame metals workers, and kindred workers.

8. Laborers (unskilled) - Workers in manual occupations which generally require no special training perform elementary duties that may be learned in a few days and require the application of little or no independent judgment. This includes: garage laborers; car washers and greasers; gardeners (except farm) and ground keepers; stevedores; wood choppers; laborers performing lifting, digging, mixing loading, and pulling operations; and kindred workers.

9. Service Workers - Workers in both protective and non-protective service occupations. This includes attendants (hospital and other institutions, professional and personal service, including nurses aides and orderlies), barbers, chairworkers and cleaners, cooks (except household), counter and fountain workers, elevator operators, firefighters and fire protection guards, door keepers, stewards, janitors, police officers and detectives, porters, waiters and waitresses, and kindred workers.