



**OLD BRIDGE TOWNSHIP SMALL BUSINESS PROGRAM
FUNDED THROUGH THE COMMUNITY DEVELOPMENT BLOCK
GRANT CV (CARES) PROGRAM**

OLD BRIDGE TOWNSHIP SMALL BUSINESS ASSISTANCE PROGRAM REQUIREMENTS

The Township of Old Bridge has appropriated \$110,000 of its federal Community Development Block Grant CARES Funds (CDBG-CV) for the Small Business Assistance Program; approximately ten to fifteen Old Bridge Township businesses will secure assistance.

A. PROGRAM OBJECTIVES

To be eligible, businesses must have been operating continuously with the same ownership since January 1, 2017 (at a minimum) and provide documentation on the financial health of the business in 2017, 2018, 2019 and currently. Benefiting businesses should have solid commitments to remain open or reopen, and retain or re-employ permanent jobs.

The Old Bridge Small Business Assistance Program has been established to provide working capital funds to the community's businesses economically impacted by the COVID-19 virus. The program component makes funds available for 60 days of verifiable working capital up to a grant ceiling of \$5,000.

CDBG Small Business Assistance funds may be used to assist private for-profit small businesses considered non-essential by the Governor's Executive Order without the ability for employees to work remotely. Businesses must have at least one full-time equivalent (FTE) employee other than the owner(s) but must not exceed 25 employees (total number of people employed) including the business owner(s).

The following businesses are specifically ineligible for assistance:

- Businesses that have both essential and non-essential activities.
- Not-for-profit businesses.
- Franchises or chain businesses.
- Private club or business that limits membership for reasons other than capacity.
- Liquor store, an adult bookstore, non-therapeutic massage parlor, strip club or nightclub
- Storage facility, trailer-storage yard or junk yard
- Any other business subsequently deemed ineligible by the U.S. Township of Housing and Urban Development.

Businesses must enter into a financial assistance agreement, referred to as the "Participation Agreement", at agreed upon terms with the Township.

B. ELIGIBLE ACTIVITIES

The business may use funds for working capital expenses (employee salaries, general operating expenses, inventory and advertising/marketing expenses).

C. REQUIREMENTS, DISCLAIMERS, FEDERAL COMPLIANCE AREAS

The following requirements apply to all applications submitted for consideration under the CDBG-CV Program.

1. Costs incurred prior to the date of grant award are not reimbursable under this grant program.
2. All grants must meet the CDBG National Objective of Low/Mod Income for the benefiting business. The business must document that it will retain at least one permanent job held by a low- and moderate-income person and that that the job(s) would be lost without the CDBG assistance. The business must document the income of the low-and-moderate income person through a written self-certification by the employee of his/her family size and total income or the business can presume that the job is held by a low-moderate income person if 1) the employee resides in a qualified low income area (Census tract with at least 70 percent LMI persons), or 2) the business is located in a qualified low income area (Census tract is one that is located within a Federally-designated Empowerment Zone or Enterprise Community or a Census tract that: (a) Has a poverty rate of at least 20 percent)
5. If the National Objective is not met by the benefiting business, then the business will be required to repay the entire amount of the grant to the Township of Old Bridge.

D. SPECIAL REQUIREMENTS

The following requirements, in addition to those listed above, apply to applications submitted for consideration under the CDBG-CV Small Business Assistance Program.

1. Grant Costs and Funding Information. All applications are assessed to determine whether CDBG funding is appropriate. The business must submit supporting financial data as indicated. The Township will review each application to determine whether funding is appropriate and whether the activity complies with the guidelines for evaluating project costs and financial feasibility set forth in CDBG regulations at 24 CFR 570.209(a). A financial review will be conducted to ensure that CDBG funds are not being substituted for available private debt financing or equity capital and there are no Duplication of Benefits.
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2. The amount of CDBG grant assistance provided to a business will be limited to the amount, with appropriate terms and conditions, sufficient to allow continuity of the business for 60 days or the grant ceiling, whichever is less, without substituting CDBG-CV funds for available private debt, cash equity or other federal assistance programs.
 3. **Duplication of Benefits – Prohibition**
A duplication of benefit occurs when funding is provided for the same costs paid by other sources, including private insurance, and the total amount received exceeds the total need for those costs. The agreement will require businesses to report all sources of funds received, anticipated and received after implementation of the funded activity. Each business will be required to complete a duplication of benefits analysis prior to the disbursement of the final payment.
 4. The following will be required for all businesses as a condition of a CDBG-CV grant award:
 - The business must identify their net income for the last three fiscal years beginning January 1, 2017 and ending December 31, 2019. Net income can be obtained from the Profit and Loss statement, generally the last item on that statement
 - A copy of the most current bank statement for the business.
 - A copy of the NJ-WR30 for proof of employees, or a tax return for sole proprietorships.
 - Copy of utility bills and real estate tax bill
 - A listing of all employees as of January 1, 2020, employees hired since then, and their status.
 - A Participation Agreement between the Township of Old Bridge and the business that will receive funding.

E. APPLICATION NARRATIVE RESPONSES and INCLUSIONS

All applications must include the following narrative responses and requested documentation. Please utilize the Submission Checklist contained in the Application Forms section to ensure all required application components are included and for placement in the application submission.

1. **Township of Old Bridge-CDBG-CV Grant Application** - The Grant Application must be completed by the business (see Application Forms)
 2. **Budget** Benefiting businesses should complete the Budget application
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This budget has been streamlined to **only include Working Capital**. Please read and follow the directions below for completion. This Budget Form is also attached in Excel Format.

3. **Project Summary** – The benefiting business must provide a summary of their present situation. This should include a brief description of the Business, e.g., type of firm, its product or service, and how long they have been in business. Describe how the CDBG funds will be used and reasons why they are needed for the Business to be in a position to retain jobs. Identify specific needs.
4. **Net Income Verification** (form is found in the Application Forms section) and should be completed by the benefiting business.
5. **Employment Documentation** (form is found in the Application Forms section). A listing of all employees as of January 1, 2020, employees hired since then, and their status, must be completed by the benefiting business.
6. **Business Certifications** signed by the benefiting business's authorized signatory,
7. A **Participation Agreement** between the Township of Old Bridge and the business that will receive funding. **REQUIRED ATTACHMENTS from the benefiting Business** The following items must be included with the Application:

F. APPLICATION REVIEW AND EVALUATION PROCESS

The screening and review process for the program is designed to ensure that limited CDBG program funds are awarded to businesses that demonstrate the need for financial assistance and meet the qualifications.

The criteria noted below will be used to evaluate all applications requesting funding under the Old Bridge Small Business Assistance program, as well as determine the appropriate level of financial assistance:

1. Project Benefit
2. CDBG National Objective: Low/Mod Income
3. CDBG-CV Dollars

1. **Project Benefit** (information to be provided in Project Summary)

Three factors will be considered under this criterion:

- a. **Project Need** – Project need is defined as the inability of the Business to maintain sufficient permanent funding to sustain normal operating working capital needs. Describe in sufficient detail the need for the assistance and the specific role of CDBG - CV funding, including any other options which have been pursued.
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- b. Financial Feasibility – Determination must be made as to how CDBG-CV funds can address the Business’s need to provide adequate working capital in addressing current and future working capital needs, like payroll, operating needs and short-term liabilities. A comparison must be provided as to the existing payroll that existed prior to the outbreak of the COVID-19 virus in January and current payroll.
- c. Commitments for Job Retention - Benefiting businesses must demonstrate they have solid commitments to remain open (for at least 60 days) OR reopen and retain or re-employ permanent jobs prior to the grant end date (one year from grant award).

2. National Objective –Low/Mod Income

All grants must meet the CDBG National Objective of Low/Mod Income for the benefiting business. The business must document that it will retain at least one permanent job held by a low- and moderate-income person and that that the job(s) would be lost without the CDBG assistance. The business must document the income of the low-and-moderate income person through a written self-certification by the employee of his/her family size and total income or the business can presume that the job is held by a low-moderate income person if 1) the employee resides in a qualified low income area (Census tract with at least 70 percent LMI persons), or 2) the business is located in a qualified low income area (Census tract is one that is located within a Federally-designated Empowerment Zone or Enterprise Community or a Census tract that: (a) Has a poverty rate of at least 20 percent)

OLD BRIDGE TOWNSHIP SMALL BUSINESS ASSISTANCE PROGRAM

APPLICATION FORMS



**OLD BRIDGE TOWNSHIP SMALL BUSINESS PROGRAM
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APPLICATION PACKET

Submission Cover Letter

To Township of Old Bridge:

The (Name of Business)_____ is submitting an application for a Township of Old Bridge Small Business Assistance grant under the Community Development Block Grant (CDBG-CV) Program. The grant request is in the amount of \$_____ to be used to provide working capital needs for (Name of Business)_____.

(Name of Business)_____ has been a part of the Township of Old Bridge community since _____ and normally employs _____ workers.

If we receive the assistance from the Township, we will be able to retain _____ positions held by low/moderate income persons who reside in low/moderate income neighborhoods. These positions are as follows:

Name/Address	Title	Income as of February, 2020

(Name of Business)_____ has been negatively impacted by the COVID-19 emergency and requires urgent assistance. We appreciate your consideration.

Sincerely,



I. GENERAL INFORMATION

Name of Applicant _____

Name of Business: _____

Address of Business: _____

Mailing Address: _____

Contact Person: _____

Work Telephone #: _____ Fax #: _____

Home Telephone #: _____ Cell #: _____

Email address: _____ Website: _____

II. OWNERSHIP & MANAGEMENT

Structure of business (**Check One**)

- C-Corporation Limited Liability Co. (LLC) Sole Proprietorship
 Sub Chapter S Corporation Partnership Trading As/Doing Business As

Ownership of applicant company (**List all owners, stockholders and members and percent ownership**):

USE SEPARATE SHEET IF NECESSARY.

Name	Social Security No.	Date of Birth	Percentage Owned
1. _____			
2. _____			
3. _____			

III. COMPANY HISTORY/PROFILE

Month/year business was established: _____

Tax ID or EIN #: _____

Line of Business: _____

V. JANUARY, 2020 MONTHLY BUDGET

Provide the appropriate information below reflecting your business’s monthly budget for January, 2020.

Budget Item	Total Monthly Expenditures	Monthly Net Income Computation
Total Income		
Personnel (Salary & Wages)		
Fringe Benefits		
Equipment		
Inventory		
Supplies		
Occupancy (Rent & Utilities)		
Telecommunications		
Other (Specify)		
Other (Specify)		
Other (Specify)		
Total of All Expenditures		
Monthly Net Income (Total Income – Total of All Expenditures)		

VI. SUPPORT INFORMATION & STATEMENTS REQUIRED

1. Copy of NJ-WR30 for proof of employees, tax return for sole proprietorships
2. Copy of Lease
3. Copy of utility bills
4. Real estate tax bill

VII. NET INCOME SUMMARY

The business must identify their net income for the last three fiscal years beginning January 1, 2017 and ending December 31, 2019. Net income can be obtained from the Profit and Loss statement, generally the last item on that statement. If the Profit and Loss statements cannot be found, net income can be derived from total sales minus total expenses. In addition, cash balances must be provided. This will be either the first line item on the balance sheet or bank statements as of the last day of each fiscal year. Three years of ending cash balances must be provided for each fiscal year.

Fiscal Year Ending:	Net Income	Net Income derived from Profit/Loss Statement? (Yes/No)	Net Income calculated from total sales – total expenses? (Yes/No)	Cash Balance
December 31, 2017				
December 31, 2018				
December 31, 2019				
Current:				

The Business certifies that the information and documentation contained in this application is accurate, complete and true to the best of his/her knowledge. The Business also certifies that it has read and understands the application guidelines.

Name of Business

Signature/Title

Date

Signature/Title

Please email completed application to smallbusinessgrant@oldbridge.com

Insert Project Summary here

Provide a summary of the business' present situation. This should include a brief description of the Business, e.g., type of firm, its product or service, and how long they have been in business. Describe how the CDBG funds will be used and reasons why they are needed in order for the Business to be in a position to retain jobs. Specific needs need to be identified. Explain what circumstances make this project necessary, in maintaining adequate permanent working capital to sustain operating needs.

Insert Most Recent Bank Statement here.

From the benefiting business. Please make certain to redact (mark out) the account number.

Insert Additional Documentation here.

From the benefiting business.

If available, other forms of **documentation to demonstrate the lack of permanent working capital** in support of operating expenses. Such evidence may include shutoff utility notices, delinquent bills, denied loan applications, etc.

BUSINESS CERTIFICATIONS

The Business understands that no aspect of the project proposed for assistance will commence prior to the award of funds and execution of the Participation Agreement.

The Business certifies that it is a Business in good standing, authorized to do business in New Jersey and has no delinquent tax liabilities. The Business further authorizes the Township of Old Bridge to seek a tax clearance letter from the NJ Township of Revenue and authorizes the Township of Revenue to provide such a letter stating whether the records of the Township show that Borrower is in compliance with all tax acts administered by the Township of Revenue and to which Borrower is subject.

The Business also certifies that no tax liens, including but not limited to, municipal, county, state, or federal, have been filed against the Business, any partners of the Business, the majority shareholder of the Business, or in the name of a related business owned by the recipient.

The Business authorizes the Township to verify in any manner deemed appropriate any and all items indicated in this application which includes information obtained through the NJ Township of Employment Security, Consumer Credit Bureau Services, business reporting services such as Dun and Bradstreet and criminal history record check.

The Business certifies that all information and documentation contained in this application, is accurate, complete and true to the best of his/her knowledge.

The Business certifies that it has read and understands the application guidelines.

Signature of Chief Executive Officer

Date

Typed Name of Chief Executive Officer

Name of Business

FEIN #

Business Address

DUNS #

SIC #

Insert Project Summary here

Provide a summary of the business' present situation. This should include a brief description of the Business, e.g., type of firm, its product or service, and how long they have been in business. Describe how the CDBG funds will be used and reasons why they are needed in order for the Business to be in a position to retain jobs. Specific needs need to be identified. Explain what circumstances make this project necessary, in maintaining adequate permanent working capital to sustain operating needs.

Insert Most Recent Bank Statement here.

From the benefiting business. Please make certain to redact (mark out) the account number.

Insert Additional Documentation here.

From the benefiting business.

If available, other forms of **documentation to demonstrate the lack of permanent working capital** in support of operating expenses. Such evidence may include shutoff utility notices, delinquent bills, denied loan applications, etc.

PARTICIPATION AGREEMENT

THIS AGREEMENT is made as of the ____ day of _____, 2020 by and between the Township of Old Bridge ("Township") and _____, Inc., (Benefiting "Business").

WHEREAS, the Township of Old Bridge is interested in maintaining its economic base with the primary emphasis on retaining jobs.

WHEREAS, the Township of Old Bridge has entered into a grant agreement with the US Township of Housing and Urban Development to implement an economic development program that significantly impacts upon the Township of Old Bridge's economic base; and

WHEREAS, the Business is interested in maintaining its employment base; and

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties agree as follows:

I. GENERAL DEFINITIONS

- 1.1 "Application" shall mean all materials submitted by the Business to the Township of Old Bridge in connection with this Agreement.
- 1.2 "CDBG-CV Funds" shall mean the grant received by the Township of Old Bridge pursuant to its agreement with the Township of Housing and Urban Development (HUD).

II. PERFORMANCE

- 2.1 The Township of Old Bridge agrees, subject to the terms and conditions of this Agreement, to provide grant funds to the Business for the purpose of working capital.
 - 2.2 Grant funds shall be paid with Community Development Block Grant funds through CDBG-CV.
 - 2.3 All grants must meet the CDBG National Objective of Low/Mod Income for the benefiting business. The business must document that it will retain at least one permanent job held by a low- and moderate-income person and that that the job(s) would be lost without the CDBG assistance. The business must document the income of the low-and-moderate income person through a written self-certification by the employee of his/her family size and total income **or** the business can presume that the job is held by a low-moderate income person if 1) the employee resides in a qualified low income area (Census tract with at least 70 percent LMI persons), or 2) the business is located in a qualified low income area (Census tract is one that is located within a Federally-designated Empowerment Zone or Enterprise Community **or** a Census tract that: (a) Has a poverty rate of at least 20 percent)
 - 2.3 Business must remain open or reopen and retain or re-employ permanent jobs prior to the grant end date (one year from grant award).
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- 2.4 In the event the Township of Old Bridge fails to receive the CDBG-CV funds, for any reason, this Agreement shall be terminated, at the sole option of the Township of Old Bridge, without fault as to either party.

III. COVENANTS, REPRESENTATIONS AND WARRANTIES OF THE BUSINESS

- 3.1 On or prior to the date of this Agreement, all legal matters incident to this Agreement and the transactions contemplated hereby shall be satisfactory to the Township of Old Bridge.
- 3.2 Business represents and warrants that:
- (a) Business is a sole proprietorship, corporation or partnership, as the case may be, duly formed, validly existing and in good standing under the laws of New Jersey, is duly licensed and duly qualified as a foreign corporation or partnership, as the case may be, in good standing in all the jurisdictions in which the character of the property owned or leased or the nature of the business conducted by it requires such licensing or qualification and has all proprietorship, corporate or partnership powers, as the case may be, and all material governmental licenses, authorizations, consents and approvals required to carry on its business as now conducted.
 - (b) The execution, delivery and performance by Business of this Agreement, are within Business's proprietorship, corporate or partnership powers, have been duly authorized by all necessary proprietorship, corporate or partnership action, require no action by or in respect of, or filing with, any governmental body, agency or official and do not contravene any provision of applicable law or regulation or of the Articles of Incorporation or By-Laws or Partnership Agreement of Business, as the case may be.
 - (c) This Agreement constitutes a valid and binding agreement of Business.
 - (d) The Application is in all respects true and accurate and there are no omissions or other facts or circumstances which may be material to this Agreement or the Project.
 - (e) The financial information delivered to Township of Old Bridge pursuant to the Application fully and accurately present the financial condition of the Business. No material adverse change in the condition, financial or otherwise, of Business has occurred since the date of the financial statements most recently delivered to the Township of Old Bridge.
 - (f) Neither Business nor, to the best of Business's knowledge, any of Business's employees have been convicted of bribing or attempting to bribe an officer or employee of the Township of Old Bridge, nor has the Business made an admission of guilt of such conduct which is a matter of record.
- 3.3 The Business shall comply with all applicable state and federal law and regulations promulgated thereunder. Business shall comply with all applicable laws and regulations prohibiting discrimination on the basis of race, sex, religion, national origin, age or handicap, and the Equal Employment Opportunity Clause promulgated pursuant thereto.
- 3.4 Business shall fully and completely indemnify, defend and hold harmless the Township of Old Bridge and their officers, directors, employees and agents against any liability, judgment, loss, cost,
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claim, damage (including consequential damage) or expense (including attorney's fees and disbursements, settlement costs, consultant fees, investigation and laboratory fees) to which any of them may become subject insofar as they may arise out of or are based upon this Agreement or any agreement or document executed by Business and Township of Old Bridge as part of the transaction described herein.

IV. DEFAULT AND REMEDIES

- 4.1 If one or more of the following events ("Defaults") occurs and is not timely cured, then, the Township of Old Bridge may declare Business in default under this Agreement and seek any of the enumerated remedies described in this Section.
- (a) Business fails to observe or perform any covenant or agreement contained in this Agreement, including the Exhibits hereto, for 10 days after written notice to cure thereof has been given to Business by the Township of Old Bridge;
 - (b) Any representation, warranty, certificate or statement made by Business in this Agreement, including the Exhibits hereto, or in any certificate, report, financial statement or other document delivered pursuant to this Agreement shall prove to have been incorrect when made in any material respect;
 - (c) Business shall commence a voluntary case or other proceeding seeking liquidation, reorganization or other relief with respect to itself or its debts under any bankruptcy, insolvency or other similar law now or hereafter in effect or seeking the appointment of a trustee, receiver, liquidator, custodian or other similar official of it or any substantial part of its property, or shall consent to any such relief or to the appointment of or taking possession by any such official in an involuntary case or other proceeding commenced against it, or shall make a general assignment for the benefit of creditors, or shall fail generally to pay its debts as they become due, or shall take any corporate action to authorize any of the foregoing;
 - (d) An involuntary case or other proceeding shall be commenced against Business seeking liquidation, reorganization or other relief with respect to it or its debts under any bankruptcy, insolvency or other similar law now or hereafter in effect or seeking the appointment of a trustee, receiver, liquidator, custodian or other similar official of it or any substantial part of its property, and such involuntary case or other proceedings shall remain undismissed and unstayed for a period of 60 days; or an order for relief shall be entered against Business under the federal bankruptcy laws as now or hereafter in effect;
 - (e) Business ceases the conduct of active trade or business in the Township of Old Bridge's community for any reason, including, but not limited to, fire or other casualty; and does not reopen prior to the end date of the grant agreement.
- 4.2 If a Default occurs and is not timely cured, then the Township of Old Bridge shall seek reimbursement from the Business for all funds (including CDBG-CV funds) expended by the Township of Old Bridge on or related to the Project, including, but not limited to working capital, equipment, architectural engineering, construction, administrative, real estate and incidental costs related thereto.
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- 4.3 Upon notice of a Default and if said Default is not timely cured, the Township of Old Bridge shall notify the Business that reimbursement shall be made to the Township of Old Bridge within 30 days after said notice. If the Business fails to reimburse the Township of Old Bridge within 30 days after the date of the notice, the Township of Old Bridge shall have the right to collect interest on the unpaid balance beginning on the 31st day after notice at a rate equal to 12% per annum.
- 4.4 If the Township of Old Bridge is successful in any proceeding to enforce the terms of this Agreement, then the Township of Old Bridge shall have the right to obtain from the Business, as an additional remedy, attorney fees, costs and expenses, related to the proceeding.

V. TERMINATION

- 5.1 This Agreement may be terminated by the Township of Old Bridge whenever it issues a notice of Default to the Business and the Business does not timely cure the Default.
- 5.3 This Agreement will terminate when the Project has been completed and when all of the terms and conditions of this Agreement (including the Exhibits thereto) creating duties upon the Business, have been satisfied by the Business.

VI. GENERAL PROVISIONS

- 6.1 Notice required hereunder shall be in writing and shall be deemed to have validly served, given or delivered upon deposit in the United States mail, by registered mail, return receipt requested, at the address set forth on the signature page hereof or to such other address as each party may specify for itself by like notice.
- 6.2 All covenants, agreements, representations and warranties made herein and, in the certificates, delivered pursuant hereto shall survive the execution of the Agreement and shall continue in full force and effect so long as the Agreement shall be in force.
- 6.3 No failure or delay by the Township of Old Bridge in exercising any right, power or privilege hereunder shall operate as a waiver thereof nor shall any single or partial exercise thereof preclude any other or further exercise thereof or the exercise of any other right, power or privilege. The rights and remedies herein provided shall be cumulative and not exclusive of any rights or remedies provided by law.
- 6.4 Wherever possible each provision of this Agreement shall be interpreted in such manner as to be effective and valid under applicable law, but if any provision shall be invalid under applicable law, such provision shall be ineffective to the extent of such invalidity without invalidating the remaining provisions of this Agreement.
- 6.5 This Agreement represents the full and complete agreement between the parties with respect to the matters addressed herein and there are no oral agreements or understandings between the parties.
- 6.6 This Agreement shall be construed in accordance with and governed by the law of the State of New Jersey.
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- 6.7 This Agreement may be signed in any number of counterparts, each of which shall be an original, with the same effect as if the signatures thereto and hereto were upon the same instrument.
- 6.8 No modification of or waiver of any provision of this Agreement shall be effective unless the same shall be in writing and signed by the parties hereto.
- 6.9 The Business acknowledges that receipt of benefits under this agreement may require compliance with the Prevailing Wage Act (820 ILCS 130). Persons willfully failing to comply with or violating this act may be in violation of the Criminal Code. Questions concerning compliance with the Prevailing Wage Act should be directed to the Township of Old Bridge.

IN WITNESS WHEREOF, the parties executed this Agreement the day and year first above written.

(Business Name)

By: (Name of Officer)
President

By: Honorable (Name of Mayor)
Mayor

Address:

Address:

EMPLOYEE JOB CERTIFICATION

Name of Business: _____ Job Title: _____

FAMILY SIZE & HOUSEHOLD INCOME

For your family size, include all adults and children in your household, whether related or not, and then circle the income range that indicates your **current** household income situation. Sources of income would include salary, tips, commissions, unemployment, pension, Social Security (SS/SSI/SSDI), TANF, GA, disability, child support, and any recurring, regular assistance.

1 PERSON	2 PERSONS	3 PERSONS	4 PERSONS	5 PERSONS	6 PERSONS	7 PERSONS	8 PERSONS
\$0 – \$25,100	\$0 – \$28,700	\$0 – \$32,300	\$0 – \$35,850	\$0 – \$38,750	\$0 – \$41,600	\$0 – \$44,500	\$0 – \$47,350
\$25,101 - \$41,850	\$28,701 – \$47,800	\$32,301 – \$53,800	\$35,851 – \$59,750	\$38,750 – \$64,550	\$41,601 – \$69,350	\$44,501- \$74,100	\$47,351 - \$78,900
\$41,850 – \$57,800	\$47,801 – \$66,050	\$53,801 – \$74,300	\$59,751 – \$82,550	\$64,551 – \$89,200	\$69,351 – \$95,800	\$74,101 – \$102,400	\$78,901 – \$109,000
Over \$57,800	Over \$66,050	Over \$74,300	Over \$82,550	Over \$89,200	Over \$95,800	Over \$102,400	Over \$109,000

RACE: Please select all that apply.

- American Indian or Alaskan Native (___)
- Asian (___)
- Black or African American (___)
- White (___)
- Native Hawaiian or Other Pacific Islander (___)

ETHNICITY: Please select one.

- Hispanic or Latino (___)
- Non-Hispanic or Latino (___)

HEAD OF HOUSEHOLD:

Are you a female head of household? Yes ___ No ___

I certify that the information provided above is true and accurate to the best of my knowledge.

Full Name (Print) _____

Signature _____

Date: _____