2018 EMPLOYEE SELF CERTIFICATION FORMS

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UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Adams County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Adams County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $14,250 | $14,251 - $23,750 | | $23,751 - $38,000 | \_\_\_\_\_Greater than $38,000 | |
| 2 | $0 - $16,460 | $16,461 - $27,150 | | $27,151 - $43,400 | \_\_\_\_\_Greater than $43,400 | |
| 3 | $0 - $20,780 | $20,781 - $30,550 | | $30,551 - $48,850 | \_\_\_\_\_Greater than $48,850 | |
| 4 | $0 - $25,100 | $25,101 - $33,900 | | $33,901 - $54,250 | \_\_\_\_\_Greater than $54,250 | |
| 5 | $0 - $29,420 | $29,421 - $36,650 | | $36,651 - $58,600 | \_\_\_\_\_Greater than $58,600 | |
| 6 | $0 - $33,740 | $33,741 - $39,350 | | $39,351 - $62,950 | \_\_\_\_\_Greater than $62,950 | |
| 7 | $0 - $38,060 | $38,061 - $42,050 | | $42,051 - $67,300 | \_\_\_\_\_Greater than $67,300 | |
| 8 or more | $0 - $42,380 | $42,381 - $44,750 | | $44,751 - $71,650 | \_\_\_\_\_Greater than $71,650 | |

*Source: 2018 HUD Income Limits (CDBG) - Adams County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**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 non-manual 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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Ashland County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Ashland County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $14,250 | $14,251 - $23,750 | | $23,751 - $38,000 | \_\_\_\_\_Greater than $38,000 | |
| 2 | $0 - $16,460 | $16,461 - $27,150 | | $27,151 - $43,400 | \_\_\_\_\_Greater than $43,400 | |
| 3 | $0 - $20,780 | $20,781 - $30,550 | | $30,551 - $48,850 | \_\_\_\_\_Greater than $48,850 | |
| 4 | $0 - $25,100 | $25,101 - $33,900 | | $33,901 - $54,250 | \_\_\_\_\_Greater than $54,250 | |
| 5 | $0 - $29,420 | $29,421 - $36,650 | | $36,651 - $58,600 | \_\_\_\_\_Greater than $58,600 | |
| 6 | $0 - $33,740 | $33,741 - $39,350 | | $39,351 - $62,950 | \_\_\_\_\_Greater than $62,950 | |
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| 8 or more | $0 - $42,380 | $42,381 - $44,750 | | $44,751 - $71,650 | \_\_\_\_\_Greater than $71,650 | |

*Source: 2018 HUD Income Limits (CDBG) - Ashland County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**Job Category Definitions**

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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.

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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,

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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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Barron County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Barron County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $14,250 | $14,251 - $23,750 | | $23,751 - $38,000 | \_\_\_\_\_Greater than $38,000 | |
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| 5 | $0 - $29,420 | $29,421 - $36,650 | | $36,651 - $58,600 | \_\_\_\_\_Greater than $58,600 | |
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| 8 or more | $0 - $42,380 | $42,381 - $44,750 | | $44,751 - $71,650 | \_\_\_\_\_Greater than $71,650 | |

*Source: 2018 HUD Income Limits (CDBG) - Barron County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**Job Category Definitions**

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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.

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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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Bayfield County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Bayfield County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $14,250 | $14,251 - $23,750 | | $23,751 - $38,000 | \_\_\_\_\_Greater than $38,000 | |
| 2 | $0 - $16,460 | $16,461 - $27,150 | | $27,151 - $43,400 | \_\_\_\_\_Greater than $43,400 | |
| 3 | $0 - $20,780 | $20,781 - $30,550 | | $30,551 - $48,850 | \_\_\_\_\_Greater than $48,850 | |
| 4 | $0 - $25,100 | $25,101 - $33,900 | | $33,901 - $54,250 | \_\_\_\_\_Greater than $54,250 | |
| 5 | $0 - $29,420 | $29,421 - $36,650 | | $36,651 - $58,600 | \_\_\_\_\_Greater than $58,600 | |
| 6 | $0 - $33,740 | $33,741 - $39,350 | | $39,351 - $62,950 | \_\_\_\_\_Greater than $62,950 | |
| 7 | $0 - $38,060 | $38,061 - $42,050 | | $42,051 - $67,300 | \_\_\_\_\_Greater than $67,300 | |
| 8 or more | $0 - $42,380 | $42,381 - $44,750 | | $44,751 - $71,650 | \_\_\_\_\_Greater than $71,650 | |

*Source: 2018 HUD Income Limits (CDBG) - Bayfield County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**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 non-manual 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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Brown County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Brown County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $16,300 | $16,301 - $27,150 | | $27,151 - $43,400 | \_\_\_\_\_Greater than $43,400 | |
| 2 | $0 - $18,600 | $18,601 - $31,000 | | $31,001 - $49,600 | \_\_\_\_\_Greater than $49,600 | |
| 3 | $0 - $20,950 | $20,951 - $34,900 | | $34,901 - $55,800 | \_\_\_\_\_Greater than $55,800 | |
| 4 | $0 - $25,100 | $25,101 - $38,750 | | $38,751 - $62,000 | \_\_\_\_\_Greater than $62,000 | |
| 5 | $0 - $29,420 | $29,421 - $41,850 | | $41,851 - $67,000 | \_\_\_\_\_Greater than $67,000 | |
| 6 | $0 - $33,740 | $33,741 - $44,950 | | $44,951 - $71,950 | \_\_\_\_\_Greater than $71,950 | |
| 7 | $0 - $38,060 | $38,061 - $48,050 | | $48,051 - $76,900 | \_\_\_\_\_Greater than $76,900 | |
| 8 or more | $0 - $42,380 | $42,381 - $51,150 | | $51,151 - $81,850 | \_\_\_\_\_Greater than $81,850 | |

*Source: 2018 HUD Income Limits (CDBG) - Brown County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**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.

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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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Buffalo County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Buffalo County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $14,250 | $14,251 - $23,750 | | $23,751 - $38,000 | \_\_\_\_\_Greater than $38,000 | |
| 2 | $0 - $16,460 | $16,461 - $27,150 | | $27,151 - $43,400 | \_\_\_\_\_Greater than $43,400 | |
| 3 | $0 - $20,780 | $20,781 - $30,550 | | $30,551 - $48,850 | \_\_\_\_\_Greater than $48,850 | |
| 4 | $0 - $25,100 | $25,101 - $33,900 | | $33,901 - $54,250 | \_\_\_\_\_Greater than $54,250 | |
| 5 | $0 - $29,420 | $29,421 - $36,650 | | $36,651 - $58,600 | \_\_\_\_\_Greater than $58,600 | |
| 6 | $0 - $33,740 | $33,741 - $39,350 | | $39,351 - $62,950 | \_\_\_\_\_Greater than $62,950 | |
| 7 | $0 - $38,060 | $38,061 - $42,050 | | $42,051 - $67,300 | \_\_\_\_\_Greater than $67,300 | |
| 8 or more | $0 - $42,380 | $42,381 - $44,750 | | $44,751 - $71,650 | \_\_\_\_\_Greater than $71,650 | |

*Source: 2018 HUD Income Limits (CDBG) - Buffalo County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**Job Category Definitions**

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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.

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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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Burnett County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Burnett County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $14,250 | $14,251 - $23,750 | | $23,751 - $38,000 | \_\_\_\_\_Greater than $38,000 | |
| 2 | $0 - $16,460 | $16,461 - $27,150 | | $27,151 - $43,400 | \_\_\_\_\_Greater than $43,400 | |
| 3 | $0 - $20,780 | $20,781 - $30,550 | | $30,551 - $48,850 | \_\_\_\_\_Greater than $48,850 | |
| 4 | $0 - $25,100 | $25,101 - $33,900 | | $33,901 - $54,250 | \_\_\_\_\_Greater than $54,250 | |
| 5 | $0 - $29,420 | $29,421 - $36,650 | | $36,651 - $58,600 | \_\_\_\_\_Greater than $58,600 | |
| 6 | $0 - $33,740 | $33,741 - $39,350 | | $39,351 - $62,950 | \_\_\_\_\_Greater than $62,950 | |
| 7 | $0 - $38,060 | $38,061 - $42,050 | | $42,051 - $67,300 | \_\_\_\_\_Greater than $67,300 | |
| 8 or more | $0 - $42,380 | $42,381 - $44,750 | | $44,751 - $71,650 | \_\_\_\_\_Greater than $71,650 | |

*Source: 2018 HUD Income Limits (CDBG) - Burnett County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**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 non-manual 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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Calumet County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Calumet County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $16,350 | $16,351 - $27,300 | | $27,301 - $43,650 | \_\_\_\_\_Greater than $43,650 | |
| 2 | $0 - $18,700 | $18,701 - $31,200 | | $31,201 - $49,850 | \_\_\_\_\_Greater than $49,850 | |
| 3 | $0 - $21,050 | $21,051 - $35,100 | | $35,101 - $56,100 | \_\_\_\_\_Greater than $56,100 | |
| 4 | $0 - $25,100 | $25,101 - $38,950 | | $38,951 - $62,300 | \_\_\_\_\_Greater than $62,300 | |
| 5 | $0 - $29,420 | $29,421 - $42,100 | | $42,101 - $67,300 | \_\_\_\_\_Greater than $67,300 | |
| 6 | $0 - $33,740 | $33,741 - $45,200 | | $45,201 - $72,300 | \_\_\_\_\_Greater than $72,300 | |
| 7 | $0 - $38,060 | $38,061 - $48,300 | | $48,301 - $77,300 | \_\_\_\_\_Greater than $77,300 | |
| 8 or more | $0 - $42,380 | $42,381 - $51,450 | | $51,451 - $82,250 | \_\_\_\_\_Greater than $82,250 | |

*Source: 2018 HUD Income Limits (CDBG) - Calumet County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**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 non-manual 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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Chippewa County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Chippewa County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $15,150 | $15,151 - $25,200 | | $25,201 - $40,350 | \_\_\_\_\_Greater than $40,350 | |
| 2 | $0 - $17,300 | $17,301 - $28,800 | | $28,801 - $46,100 | \_\_\_\_\_Greater than $46,100 | |
| 3 | $0 - $20,780 | $20,781 - $32,400 | | $32,401 - $51,850 | \_\_\_\_\_Greater than $51,850 | |
| 4 | $0 - $25,100 | $25,101 - $36,000 | | $36,001 - $57,600 | \_\_\_\_\_Greater than $57,600 | |
| 5 | $0 - $29,420 | $29,421 - $38,900 | | $38,901 - $62,250 | \_\_\_\_\_Greater than $62,250 | |
| 6 | $0 - $33,740 | $33,741 - $41,800 | | $41,801 - $66,850 | \_\_\_\_\_Greater than $66,850 | |
| 7 | $0 - $38,060 | $38,061 - $44,650 | | $44,651 - $71,450 | \_\_\_\_\_Greater than $71,450 | |
| 8 or more | $0 - $42,380 | $42,381 - $47,550 | | $47,551 - $76,050 | \_\_\_\_\_Greater than $76,050 | |

*Source: 2018 HUD Income Limits (CDBG) - Chippewa County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**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.

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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,

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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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Clark County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Clark County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $14,250 | $14,251 - $23,750 | | $23,751 - $38,000 | \_\_\_\_\_Greater than $38,000 | |
| 2 | $0 - $16,460 | $16,461 - $27,150 | | $27,151 - $43,400 | \_\_\_\_\_Greater than $43,400 | |
| 3 | $0 - $20,780 | $20,781 - $30,550 | | $30,551 - $48,850 | \_\_\_\_\_Greater than $48,850 | |
| 4 | $0 - $25,100 | $25,101 - $33,900 | | $33,901 - $54,250 | \_\_\_\_\_Greater than $54,250 | |
| 5 | $0 - $29,420 | $29,421 - $36,650 | | $36,651 - $58,600 | \_\_\_\_\_Greater than $58,600 | |
| 6 | $0 - $33,740 | $33,741 - $39,350 | | $39,351 - $62,950 | \_\_\_\_\_Greater than $62,950 | |
| 7 | $0 - $38,060 | $38,061 - $42,050 | | $42,051 - $67,300 | \_\_\_\_\_Greater than $67,300 | |
| 8 or more | $0 - $42,380 | $42,381 - $44,750 | | $44,751 - $71,650 | \_\_\_\_\_Greater than $71,650 | |

*Source: 2018 HUD Income Limits (CDBG) - Clark County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**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 non-manual 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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Columbia County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Columbia County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $15,950 | $15,951 - $26,600 | | $26,601 - $42,500 | \_\_\_\_\_Greater than $42,500 | |
| 2 | $0 - $18,200 | $18,201 - $30,400 | | $30,401 - $48,600 | \_\_\_\_\_Greater than $48,600 | |
| 3 | $0 - $20,780 | $20,781 - $34,200 | | $34,201 - $54,650 | \_\_\_\_\_Greater than $54,650 | |
| 4 | $0 - $25,100 | $25,101 - $37,950 | | $37,951 - $60,700 | \_\_\_\_\_Greater than $60,700 | |
| 5 | $0 - $29,420 | $29,421 - $41,000 | | $41,001 - $65,600 | \_\_\_\_\_Greater than $65,600 | |
| 6 | $0 - $33,740 | $33,741 - $44,050 | | $44,051 - $70,450 | \_\_\_\_\_Greater than $70,450 | |
| 7 | $0 - $38,060 | $38,061 - $47,100 | | $47,101 - $75,300 | \_\_\_\_\_Greater than $75,300 | |
| 8 or more | $0 - $42,380 | $42,381 - $50,100 | | $50,101 - $80,150 | \_\_\_\_\_Greater than $80,150 | |

*Source: 2018 HUD Income Limits (CDBG) - Columbia County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**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.

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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,

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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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Crawford County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Crawford County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $14,250 | $14,251 - $23,750 | | $23,751 - $38,000 | \_\_\_\_\_Greater than $38,000 | |
| 2 | $0 - $16,460 | $16,461 - $27,150 | | $27,151 - $43,400 | \_\_\_\_\_Greater than $43,400 | |
| 3 | $0 - $20,780 | $20,781 - $30,550 | | $30,551 - $48,850 | \_\_\_\_\_Greater than $48,850 | |
| 4 | $0 - $25,100 | $25,101 - $33,900 | | $33,901 - $54,250 | \_\_\_\_\_Greater than $54,250 | |
| 5 | $0 - $29,420 | $29,421 - $36,650 | | $36,651 - $58,600 | \_\_\_\_\_Greater than $58,600 | |
| 6 | $0 - $33,740 | $33,741 - $39,350 | | $39,351 - $62,950 | \_\_\_\_\_Greater than $62,950 | |
| 7 | $0 - $38,060 | $38,061 - $42,050 | | $42,051 - $67,300 | \_\_\_\_\_Greater than $67,300 | |
| 8 or more | $0 - $42,380 | $42,381 - $44,750 | | $44,751 - $71,650 | \_\_\_\_\_Greater than $71,650 | |

*Source: 2018 HUD Income Limits (CDBG) - Crawford County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**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 non-manual 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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Dane County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Dane County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $19,250 | $19,251 - $32,100 | | $32,101 - $50,350 | \_\_\_\_\_Greater than $50,350 | |
| 2 | $0 - $22,000 | $22,001 - $36,700 | | $36,701 - $57,550 | \_\_\_\_\_Greater than $57,550 | |
| 3 | $0 - $24,750 | $24,751 - $41,300 | | $41,301 - $64,750 | \_\_\_\_\_Greater than $64,750 | |
| 4 | $0 - $27,500 | $27,501 - $45,850 | | $45,851 - $71,900 | \_\_\_\_\_Greater than $71,900 | |
| 5 | $0 - $29,700 | $29,701 - $49,550 | | $49,551 - $77,700 | \_\_\_\_\_Greater than $77,700 | |
| 6 | $0 - $33,740 | $33,741 - $53,200 | | $53,201 - $83,450 | \_\_\_\_\_Greater than $83,450 | |
| 7 | $0 - $38,060 | $38,061 - $56,900 | | $56,901 - $89,200 | \_\_\_\_\_Greater than $89,200 | |
| 8 or more | $0 - $42,380 | $42,381 - $60,550 | | $60,551 - $94,950 | \_\_\_\_\_Greater than $94,950 | |

*Source: 2018 HUD Income Limits (CDBG) - Dane County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**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.

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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,

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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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Dodge County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

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1. **Please indicate your current family income in the following table. “Family” means all related persons in your household.**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Please Circle # of Persons in your Family** | **Dodge County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $15,700 | $15,701 - $26,150 | | $26,151 - $41,850 | \_\_\_\_\_Greater than $41,850 | |
| 2 | $0 - $17,950 | $17,951 - $29,900 | | $29,901 - $47,800 | \_\_\_\_\_Greater than $47,800 | |
| 3 | $0 - $20,780 | $20,781 - $33,650 | | $33,651 - $53,800 | \_\_\_\_\_Greater than $53,800 | |
| 4 | $0 - $25,100 | $25,101 - $37,350 | | $37,351 - $59,750 | \_\_\_\_\_Greater than $59,750 | |
| 5 | $0 - $29,420 | $29,421 - $40,350 | | $40,351 - $64,550 | \_\_\_\_\_Greater than $64,550 | |
| 6 | $0 - $33,740 | $33,741 - $43,350 | | $43,351 - $69,350 | \_\_\_\_\_Greater than $69,350 | |
| 7 | $0 - $38,060 | $38,061 - $46,350 | | $46,351 - $74,100 | \_\_\_\_\_Greater than $74,100 | |
| 8 or more | $0 - $42,380 | $42,381 - $49,350 | | $49,351 - $78,900 | \_\_\_\_\_Greater than $78,900 | |

*Source: 2018 HUD Income Limits (CDBG) - Dodge County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**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 non-manual 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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Door County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Door County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $14,350 | $14,351 - $23,950 | | $23,951 - $38,300 | \_\_\_\_\_Greater than $38,300 | |
| 2 | $0 - $16,460 | $16,461 - $27,350 | | $27,351 - $43,750 | \_\_\_\_\_Greater than $43,750 | |
| 3 | $0 - $20,780 | $20,781 - $30,750 | | $30,751 - $49,200 | \_\_\_\_\_Greater than $49,200 | |
| 4 | $0 - $25,100 | $25,101 - $34,150 | | $34,151 - $54,650 | \_\_\_\_\_Greater than $54,650 | |
| 5 | $0 - $29,420 | $29,421 - $36,900 | | $36,901 - $59,050 | \_\_\_\_\_Greater than $59,050 | |
| 6 | $0 - $33,740 | $33,741 - $39,650 | | $39,651 - $63,400 | \_\_\_\_\_Greater than $63,400 | |
| 7 | $0 - $38,060 | $38,061 - $42,350 | | $42,351 - $67,800 | \_\_\_\_\_Greater than $67,800 | |
| 8 or more | $0 - $42,380 | $42,381 - $45,100 | | $45,101 - $72,150 | \_\_\_\_\_Greater than $72,150 | |

*Source: 2018 HUD Income Limits (CDBG) - Door County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**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 non-manual 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,

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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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Douglas County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Douglas County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $15,000 | $15,001 - $25,000 | | $25,001 - $40,000 | \_\_\_\_\_Greater than $40,000 | |
| 2 | $0 - $17,150 | $17,151 - $28,600 | | $28,601 - $45,700 | \_\_\_\_\_Greater than $45,700 | |
| 3 | $0 - $20,780 | $20,781 - $32,150 | | $32,151 - $51,400 | \_\_\_\_\_Greater than $51,400 | |
| 4 | $0 - $25,100 | $25,101 - $35,700 | | $35,701 - $57,100 | \_\_\_\_\_Greater than $57,100 | |
| 5 | $0 - $29,420 | $29,421 - $38,600 | | $38,601 - $61,700 | \_\_\_\_\_Greater than $61,700 | |
| 6 | $0 - $33,740 | $33,741 - $41,450 | | $41,451 - $66,250 | \_\_\_\_\_Greater than $66,250 | |
| 7 | $0 - $38,060 | $38,061 - $44,300 | | $44,301 - $70,850 | \_\_\_\_\_Greater than $70,850 | |
| 8 or more | $0 - $42,380 | $42,381 - $47,150 | | $47,151 - $75,400 | \_\_\_\_\_Greater than $75,400 | |

*Source: 2018 HUD Income Limits (CDBG) - Douglas County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**Job Category Definitions**

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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.

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# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Dunn County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

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1. **Please indicate your current family income in the following table. “Family” means all related persons in your household.**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Please Circle # of Persons in your Family** | **Dunn County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $14,250 | $14,251 - $23,750 | | $23,751 - $38,000 | \_\_\_\_\_Greater than $38,000 | |
| 2 | $0 - $16,460 | $16,461 - $27,150 | | $27,151 - $43,400 | \_\_\_\_\_Greater than $43,400 | |
| 3 | $0 - $20,780 | $20,781 - $30,550 | | $30,551 - $48,850 | \_\_\_\_\_Greater than $48,850 | |
| 4 | $0 - $25,100 | $25,101 - $33,900 | | $33,901 - $54,250 | \_\_\_\_\_Greater than $54,250 | |
| 5 | $0 - $29,420 | $29,421 - $36,650 | | $36,651 - $58,600 | \_\_\_\_\_Greater than $58,600 | |
| 6 | $0 - $33,740 | $33,741 - $39,350 | | $39,351 - $62,950 | \_\_\_\_\_Greater than $62,950 | |
| 7 | $0 - $38,060 | $38,061 - $42,050 | | $42,051 - $67,300 | \_\_\_\_\_Greater than $67,300 | |
| 8 or more | $0 - $42,380 | $42,381 - $44,750 | | $44,751 - $71,650 | \_\_\_\_\_Greater than $71,650 | |

*Source: 2018 HUD Income Limits (CDBG) - Dunn County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**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 non-manual 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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Eau Claire County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Eau Claire County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $15,150 | $15,151 - $25,200 | | $25,201 - $40,350 | \_\_\_\_\_Greater than $40,350 | |
| 2 | $0 - $17,300 | $17,301 - $28,800 | | $28,801 - $46,100 | \_\_\_\_\_Greater than $46,100 | |
| 3 | $0 - $20,780 | $20,781 - $32,400 | | $32,401 - $51,850 | \_\_\_\_\_Greater than $51,850 | |
| 4 | $0 - $25,100 | $25,101 - $36,000 | | $36,001 - $57,600 | \_\_\_\_\_Greater than $57,600 | |
| 5 | $0 - $29,420 | $29,421 - $38,900 | | $38,901 - $62,250 | \_\_\_\_\_Greater than $62,250 | |
| 6 | $0 - $33,740 | $33,741 - $41,800 | | $41,801 - $66,850 | \_\_\_\_\_Greater than $66,850 | |
| 7 | $0 - $38,060 | $38,061 - $44,650 | | $44,651 - $71,450 | \_\_\_\_\_Greater than $71,450 | |
| 8 or more | $0 - $42,380 | $42,381 - $47,550 | | $47,551 - $76,050 | \_\_\_\_\_Greater than $76,050 | |

*Source: 2018 HUD Income Limits (CDBG) - Eau Claire County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

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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.

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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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Florence County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Florence County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $14,250 | $14,251 - $23,750 | | $23,751 - $38,000 | \_\_\_\_\_Greater than $38,000 | |
| 2 | $0 - $16,460 | $16,461 - $27,150 | | $27,151 - $43,400 | \_\_\_\_\_Greater than $43,400 | |
| 3 | $0 - $20,780 | $20,781 - $30,550 | | $30,551 - $48,850 | \_\_\_\_\_Greater than $48,850 | |
| 4 | $0 - $25,100 | $25,101 - $33,900 | | $33,901 - $54,250 | \_\_\_\_\_Greater than $54,250 | |
| 5 | $0 - $29,420 | $29,421 - $36,650 | | $36,651 - $58,600 | \_\_\_\_\_Greater than $58,600 | |
| 6 | $0 - $33,740 | $33,741 - $39,350 | | $39,351 - $62,950 | \_\_\_\_\_Greater than $62,950 | |
| 7 | $0 - $38,060 | $38,061 - $42,050 | | $42,051 - $67,300 | \_\_\_\_\_Greater than $67,300 | |
| 8 or more | $0 - $42,380 | $42,381 - $44,750 | | $44,751 - $71,650 | \_\_\_\_\_Greater than $71,650 | |

*Source: 2018 HUD Income Limits (CDBG) - Florence County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

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# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Fond du Lac County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

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1. **Please indicate your current family income in the following table. “Family” means all related persons in your household.**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Please Circle # of Persons in your Family** | **Fond du Lac County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $15,300 | $15,301 - $25,450 | | $25,451 - $40,750 | \_\_\_\_\_Greater than $40,750 | |
| 2 | $0 - $17,450 | $17,451 - $29,100 | | $29,101 - $46,550 | \_\_\_\_\_Greater than $46,550 | |
| 3 | $0 - $20,780 | $20,781 - $32,750 | | $32,751 - $52,350 | \_\_\_\_\_Greater than $52,350 | |
| 4 | $0 - $25,100 | $25,101 - $36,350 | | $36,351 - $58,150 | \_\_\_\_\_Greater than $58,150 | |
| 5 | $0 - $29,420 | $29,421 - $39,300 | | $39,301 - $62,850 | \_\_\_\_\_Greater than $62,850 | |
| 6 | $0 - $33,740 | $33,741 - $42,200 | | $42,201 - $67,500 | \_\_\_\_\_Greater than $67,500 | |
| 7 | $0 - $38,060 | $38,061 - $45,100 | | $45,101 - $72,150 | \_\_\_\_\_Greater than $72,150 | |
| 8 or more | $0 - $42,380 | $42,381 - $48,000 | | $48,001 - $76,800 | \_\_\_\_\_Greater than $76,800 | |

*Source: 2018 HUD Income Limits (CDBG) - Fond du Lac County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

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# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Forest County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Forest County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $14,250 | $14,251 - $23,750 | | $23,751 - $38,000 | \_\_\_\_\_Greater than $38,000 | |
| 2 | $0 - $16,460 | $16,461 - $27,150 | | $27,151 - $43,400 | \_\_\_\_\_Greater than $43,400 | |
| 3 | $0 - $20,780 | $20,781 - $30,550 | | $30,551 - $48,850 | \_\_\_\_\_Greater than $48,850 | |
| 4 | $0 - $25,100 | $25,101 - $33,900 | | $33,901 - $54,250 | \_\_\_\_\_Greater than $54,250 | |
| 5 | $0 - $29,420 | $29,421 - $36,650 | | $36,651 - $58,600 | \_\_\_\_\_Greater than $58,600 | |
| 6 | $0 - $33,740 | $33,741 - $39,350 | | $39,351 - $62,950 | \_\_\_\_\_Greater than $62,950 | |
| 7 | $0 - $38,060 | $38,061 - $42,050 | | $42,051 - $67,300 | \_\_\_\_\_Greater than $67,300 | |
| 8 or more | $0 - $42,380 | $42,381 - $44,750 | | $44,751 - $71,650 | \_\_\_\_\_Greater than $71,650 | |

*Source: 2018 HUD Income Limits (CDBG) - Forest County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**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.

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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,

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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.

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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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Grant County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Grant County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $14,250 | $14,251 - $23,750 | | $23,751 - $38,000 | \_\_\_\_\_Greater than $38,000 | |
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*Source: 2018 HUD Income Limits (CDBG) - Grant County, WI*

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|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
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| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
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| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

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# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Green County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

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|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Please Circle # of Persons in your Family** | **Green County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $15,300 | $15,301 - $25,450 | | $25,451 - $40,700 | \_\_\_\_\_Greater than $40,700 | |
| 2 | $0 - $17,450 | $17,451 - $29,050 | | $29,051 - $46,500 | \_\_\_\_\_Greater than $46,500 | |
| 3 | $0 - $20,780 | $20,781 - $32,700 | | $32,701 - $52,300 | \_\_\_\_\_Greater than $52,300 | |
| 4 | $0 - $25,100 | $25,101 - $36,300 | | $36,301 - $58,100 | \_\_\_\_\_Greater than $58,100 | |
| 5 | $0 - $29,420 | $29,421 - $39,250 | | $39,251 - $62,750 | \_\_\_\_\_Greater than $62,750 | |
| 6 | $0 - $33,740 | $33,741 - $42,150 | | $42,151 - $67,400 | \_\_\_\_\_Greater than $67,400 | |
| 7 | $0 - $38,060 | $38,061 - $45,050 | | $45,051 - $72,050 | \_\_\_\_\_Greater than $72,050 | |
| 8 or more | $0 - $42,380 | $42,381 - $47,950 | | $47,951 - $76,700 | \_\_\_\_\_Greater than $76,700 | |

*Source: 2018 HUD Income Limits (CDBG) - Green County, WI*

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|  |  |
| --- | --- |
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| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
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|  |  |  |

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\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

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# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Green Lake County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

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|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Please Circle # of Persons in your Family** | **Green Lake County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
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*Source: 2018 HUD Income Limits (CDBG) - Green Lake County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
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Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**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 non-manual 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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Iowa County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Iowa County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $15,500 | $15,501 - $25,800 | | $25,801 - $41,250 | \_\_\_\_\_Greater than $41,250 | |
| 2 | $0 - $17,700 | $17,701 - $29,450 | | $29,451 - $47,150 | \_\_\_\_\_Greater than $47,150 | |
| 3 | $0 - $20,780 | $20,781 - $33,150 | | $33,151 - $53,050 | \_\_\_\_\_Greater than $53,050 | |
| 4 | $0 - $25,100 | $25,101 - $36,800 | | $36,801 - $58,900 | \_\_\_\_\_Greater than $58,900 | |
| 5 | $0 - $29,420 | $29,421 - $39,750 | | $39,751 - $63,650 | \_\_\_\_\_Greater than $63,650 | |
| 6 | $0 - $33,740 | $33,741 - $42,700 | | $42,701 - $68,350 | \_\_\_\_\_Greater than $68,350 | |
| 7 | $0 - $38,060 | $38,061 - $45,650 | | $45,651 - $73,050 | \_\_\_\_\_Greater than $73,050 | |
| 8 or more | $0 - $42,380 | $42,381 - $48,600 | | $48,601 - $77,750 | \_\_\_\_\_Greater than $77,750 | |

*Source: 2018 HUD Income Limits (CDBG) - Iowa County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**Job Category Definitions**

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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.

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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 worker.

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UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Iron County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Iron County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $14,250 | $14,251 - $23,750 | | $23,751 - $38,000 | \_\_\_\_\_Greater than $38,000 | |
| 2 | $0 - $16,460 | $16,461 - $27,150 | | $27,151 - $43,400 | \_\_\_\_\_Greater than $43,400 | |
| 3 | $0 - $20,780 | $20,781 - $30,550 | | $30,551 - $48,850 | \_\_\_\_\_Greater than $48,850 | |
| 4 | $0 - $25,100 | $25,101 - $33,900 | | $33,901 - $54,250 | \_\_\_\_\_Greater than $54,250 | |
| 5 | $0 - $29,420 | $29,421 - $36,650 | | $36,651 - $58,600 | \_\_\_\_\_Greater than $58,600 | |
| 6 | $0 - $33,740 | $33,741 - $39,350 | | $39,351 - $62,950 | \_\_\_\_\_Greater than $62,950 | |
| 7 | $0 - $38,060 | $38,061 - $42,050 | | $42,051 - $67,300 | \_\_\_\_\_Greater than $67,300 | |
| 8 or more | $0 - $42,380 | $42,381 - $44,750 | | $44,751 - $71,650 | \_\_\_\_\_Greater than $71,650 | |

*Source: 2018 HUD Income Limits (CDBG) - Iron County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

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# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Jackson County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Jackson County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $14,250 | $14,251 - $23,750 | | $23,751 - $38,000 | \_\_\_\_\_Greater than $38,000 | |
| 2 | $0 - $16,460 | $16,461 - $27,150 | | $27,151 - $43,400 | \_\_\_\_\_Greater than $43,400 | |
| 3 | $0 - $20,780 | $20,781 - $30,550 | | $30,551 - $48,850 | \_\_\_\_\_Greater than $48,850 | |
| 4 | $0 - $25,100 | $25,101 - $33,900 | | $33,901 - $54,250 | \_\_\_\_\_Greater than $54,250 | |
| 5 | $0 - $29,420 | $29,421 - $36,650 | | $36,651 - $58,600 | \_\_\_\_\_Greater than $58,600 | |
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| 7 | $0 - $38,060 | $38,061 - $42,050 | | $42,051 - $67,300 | \_\_\_\_\_Greater than $67,300 | |
| 8 or more | $0 - $42,380 | $42,381 - $44,750 | | $44,751 - $71,650 | \_\_\_\_\_Greater than $71,650 | |

*Source: 2018 HUD Income Limits (CDBG) - Jackson County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

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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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Jefferson County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Jefferson County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $16,050 | $16,051 - $26,750 | | $26,751 - $42,750 | \_\_\_\_\_Greater than $42,750 | |
| 2 | $0 - $18,350 | $18,351 - $30,550 | | $30,551 - $48,850 | \_\_\_\_\_Greater than $48,850 | |
| 3 | $0 - $20,780 | $20,781 - $34,350 | | $34,351 - $54,950 | \_\_\_\_\_Greater than $54,950 | |
| 4 | $0 - $25,100 | $25,101 - $38,150 | | $38,151 - $61,050 | \_\_\_\_\_Greater than $61,050 | |
| 5 | $0 - $29,420 | $29,421 - $41,250 | | $41,251 - $65,950 | \_\_\_\_\_Greater than $65,950 | |
| 6 | $0 - $33,740 | $33,741 - $44,300 | | $44,301 - $70,850 | \_\_\_\_\_Greater than $70,850 | |
| 7 | $0 - $38,060 | $38,061 - $47,350 | | $47,351 - $75,750 | \_\_\_\_\_Greater than $75,750 | |
| 8 or more | $0 - $42,380 | $42,381 - $50,400 | | $50,401 - $80,600 | \_\_\_\_\_Greater than $80,600 | |

*Source: 2018 HUD Income Limits (CDBG) - Jefferson County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**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 non-manual 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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Juneau County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Juneau County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $14,250 | $14,251 - $23,750 | | $23,751 - $38,000 | \_\_\_\_\_Greater than $38,000 | |
| 2 | $0 - $16,460 | $16,461 - $27,150 | | $27,151 - $43,400 | \_\_\_\_\_Greater than $43,400 | |
| 3 | $0 - $20,780 | $20,781 - $30,550 | | $30,551 - $48,850 | \_\_\_\_\_Greater than $48,850 | |
| 4 | $0 - $25,100 | $25,101 - $33,900 | | $33,901 - $54,250 | \_\_\_\_\_Greater than $54,250 | |
| 5 | $0 - $29,420 | $29,421 - $36,650 | | $36,651 - $58,600 | \_\_\_\_\_Greater than $58,600 | |
| 6 | $0 - $33,740 | $33,741 - $39,350 | | $39,351 - $62,950 | \_\_\_\_\_Greater than $62,950 | |
| 7 | $0 - $38,060 | $38,061 - $42,050 | | $42,051 - $67,300 | \_\_\_\_\_Greater than $67,300 | |
| 8 or more | $0 - $42,380 | $42,381 - $44,750 | | $44,751 - $71,650 | \_\_\_\_\_Greater than $71,650 | |

*Source: 2018 HUD Income Limits (CDBG) - Juneau County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**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 non-manual 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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Kenosha County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Kenosha County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $15,650 | $15,651 - $26,050 | | $26,051 - $41,650 | \_\_\_\_\_Greater than $41,650 | |
| 2 | $0 - $17,850 | $17,851 - $29,750 | | $29,751 - $47,600 | \_\_\_\_\_Greater than $47,600 | |
| 3 | $0 - $20,780 | $20,781 - $33,450 | | $33,451 - $53,550 | \_\_\_\_\_Greater than $53,550 | |
| 4 | $0 - $25,100 | $25,101 - $37,150 | | $37,151 - $59,450 | \_\_\_\_\_Greater than $59,450 | |
| 5 | $0 - $29,420 | $29,421 - $40,150 | | $40,151 - $64,250 | \_\_\_\_\_Greater than $64,250 | |
| 6 | $0 - $33,740 | $33,741 - $43,100 | | $43,101 - $69,000 | \_\_\_\_\_Greater than $69,000 | |
| 7 | $0 - $38,060 | $38,061 - $46,100 | | $46,101 - $73,750 | \_\_\_\_\_Greater than $73,750 | |
| 8 or more | $0 - $42,380 | $42,381 - $49,050 | | $49,051 - $78,500 | \_\_\_\_\_Greater than $78,500 | |

*Source: 2018 HUD Income Limits (CDBG) - Kenosha County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**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 non-manual 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,

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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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Kewaunee County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Kewaunee County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $16,300 | $16,301 - $27,150 | | $27,151 - $43,400 | \_\_\_\_\_Greater than $43,400 | |
| 2 | $0 - $18,600 | $18,601 - $31,000 | | $31,001 - $49,600 | \_\_\_\_\_Greater than $49,600 | |
| 3 | $0 - $20,950 | $20,951 - $34,900 | | $34,901 - $55,800 | \_\_\_\_\_Greater than $55,800 | |
| 4 | $0 - $25,100 | $25,101 - $38,750 | | $38,751 - $62,000 | \_\_\_\_\_Greater than $62,000 | |
| 5 | $0 - $29,420 | $29,421 - $41,850 | | $41,851 - $67,000 | \_\_\_\_\_Greater than $67,000 | |
| 6 | $0 - $33,740 | $33,741 - $44,950 | | $44,951 - $71,950 | \_\_\_\_\_Greater than $71,950 | |
| 7 | $0 - $38,060 | $38,061 - $48,050 | | $48,051 - $76,900 | \_\_\_\_\_Greater than $76,900 | |
| 8 or more | $0 - $42,380 | $42,381 - $51,150 | | $51,151 - $81,850 | \_\_\_\_\_Greater than $81,850 | |

*Source: 2018 HUD Income Limits (CDBG) - Kewaunee County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**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 non-manual 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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 La Crosse County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **La Crosse County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $15,200 | $15,201 - $25,350 | | $25,351 - $40,550 | \_\_\_\_\_Greater than $40,550 | |
| 2 | $0 - $17,400 | $17,401 - $29,000 | | $29,001 - $46,350 | \_\_\_\_\_Greater than $46,350 | |
| 3 | $0 - $20,780 | $20,781 - $32,600 | | $32,601 - $52,150 | \_\_\_\_\_Greater than $52,150 | |
| 4 | $0 - $25,100 | $25,101 - $36,200 | | $36,201 - $57,900 | \_\_\_\_\_Greater than $57,900 | |
| 5 | $0 - $29,420 | $29,421 - $39,100 | | $39,101 - $62,550 | \_\_\_\_\_Greater than $62,550 | |
| 6 | $0 - $33,740 | $33,741 - $42,000 | | $42,001 - $67,200 | \_\_\_\_\_Greater than $67,200 | |
| 7 | $0 - $38,060 | $38,061 - $44,900 | | $44,901 - $71,800 | \_\_\_\_\_Greater than $71,800 | |
| 8 or more | $0 - $42,380 | $42,381 - $47,800 | | $47,801 - $76,450 | \_\_\_\_\_Greater than $76,450 | |

*Source: 2018 HUD Income Limits (CDBG) - La Crosse County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**Job Category Definitions**

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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.

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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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Lafayette County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Lafayette County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $14,250 | $14,251 - $23,750 | | $23,751 - $38,000 | \_\_\_\_\_Greater than $38,000 | |
| 2 | $0 - $16,460 | $16,461 - $27,150 | | $27,151 - $43,400 | \_\_\_\_\_Greater than $43,400 | |
| 3 | $0 - $20,780 | $20,781 - $30,550 | | $30,551 - $48,850 | \_\_\_\_\_Greater than $48,850 | |
| 4 | $0 - $25,100 | $25,101 - $33,900 | | $33,901 - $54,250 | \_\_\_\_\_Greater than $54,250 | |
| 5 | $0 - $29,420 | $29,421 - $36,650 | | $36,651 - $58,600 | \_\_\_\_\_Greater than $58,600 | |
| 6 | $0 - $33,740 | $33,741 - $39,350 | | $39,351 - $62,950 | \_\_\_\_\_Greater than $62,950 | |
| 7 | $0 - $38,060 | $38,061 - $42,050 | | $42,051 - $67,300 | \_\_\_\_\_Greater than $67,300 | |
| 8 or more | $0 - $42,380 | $42,381 - $44,750 | | $44,751 - $71,650 | \_\_\_\_\_Greater than $71,650 | |

*Source: 2018 HUD Income Limits (CDBG) - Lafayette County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

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# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Langlade County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

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1. **Please indicate your current family income in the following table. “Family” means all related persons in your household.**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Please Circle # of Persons in your Family** | **Langlade County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $14,250 | $14,251 - $23,750 | | $23,751 - $38,000 | \_\_\_\_\_Greater than $38,000 | |
| 2 | $0 - $16,460 | $16,461 - $27,150 | | $27,151 - $43,400 | \_\_\_\_\_Greater than $43,400 | |
| 3 | $0 - $20,780 | $20,781 - $30,550 | | $30,551 - $48,850 | \_\_\_\_\_Greater than $48,850 | |
| 4 | $0 - $25,100 | $25,101 - $33,900 | | $33,901 - $54,250 | \_\_\_\_\_Greater than $54,250 | |
| 5 | $0 - $29,420 | $29,421 - $36,650 | | $36,651 - $58,600 | \_\_\_\_\_Greater than $58,600 | |
| 6 | $0 - $33,740 | $33,741 - $39,350 | | $39,351 - $62,950 | \_\_\_\_\_Greater than $62,950 | |
| 7 | $0 - $38,060 | $38,061 - $42,050 | | $42,051 - $67,300 | \_\_\_\_\_Greater than $67,300 | |
| 8 or more | $0 - $42,380 | $42,381 - $44,750 | | $44,751 - $71,650 | \_\_\_\_\_Greater than $71,650 | |

*Source: 2018 HUD Income Limits (CDBG) - Langlade County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**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.

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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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Lincoln County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Lincoln County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $14,250 | $14,251 - $23,750 | | $23,751 - $38,000 | \_\_\_\_\_Greater than $38,000 | |
| 2 | $0 - $16,460 | $16,461 - $27,150 | | $27,151 - $43,400 | \_\_\_\_\_Greater than $43,400 | |
| 3 | $0 - $20,780 | $20,781 - $30,550 | | $30,551 - $48,850 | \_\_\_\_\_Greater than $48,850 | |
| 4 | $0 - $25,100 | $25,101 - $33,900 | | $33,901 - $54,250 | \_\_\_\_\_Greater than $54,250 | |
| 5 | $0 - $29,420 | $29,421 - $36,650 | | $36,651 - $58,600 | \_\_\_\_\_Greater than $58,600 | |
| 6 | $0 - $33,740 | $33,741 - $39,350 | | $39,351 - $62,950 | \_\_\_\_\_Greater than $62,950 | |
| 7 | $0 - $38,060 | $38,061 - $42,050 | | $42,051 - $67,300 | \_\_\_\_\_Greater than $67,300 | |
| 8 or more | $0 - $42,380 | $42,381 - $44,750 | | $44,751 - $71,650 | \_\_\_\_\_Greater than $71,650 | |

*Source: 2018 HUD Income Limits (CDBG) - Lincoln County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**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 non-manual 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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Manitowoc County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Manitowoc County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $14,250 | $14,251 - $23,750 | | $23,751 - $38,000 | \_\_\_\_\_Greater than $38,000 | |
| 2 | $0 - $16,460 | $16,461 - $27,150 | | $27,151 - $43,400 | \_\_\_\_\_Greater than $43,400 | |
| 3 | $0 - $20,780 | $20,781 - $30,550 | | $30,551 - $48,850 | \_\_\_\_\_Greater than $48,850 | |
| 4 | $0 - $25,100 | $25,101 - $33,900 | | $33,901 - $54,250 | \_\_\_\_\_Greater than $54,250 | |
| 5 | $0 - $29,420 | $29,421 - $36,650 | | $36,651 - $58,600 | \_\_\_\_\_Greater than $58,600 | |
| 6 | $0 - $33,740 | $33,741 - $39,350 | | $39,351 - $62,950 | \_\_\_\_\_Greater than $62,950 | |
| 7 | $0 - $38,060 | $38,061 - $42,050 | | $42,051 - $67,300 | \_\_\_\_\_Greater than $67,300 | |
| 8 or more | $0 - $42,380 | $42,381 - $44,750 | | $44,751 - $71,650 | \_\_\_\_\_Greater than $71,650 | |

*Source: 2018 HUD Income Limits (CDBG) - Manitowoc County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**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 non-manual 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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Marathon County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Marathon County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $15,300 | $15,301 - $25,450 | | $25,451 - $40,750 | \_\_\_\_\_Greater than $40,750 | |
| 2 | $0 - $17,450 | $17,451 - $29,100 | | $29,101 - $46,550 | \_\_\_\_\_Greater than $46,550 | |
| 3 | $0 - $20,780 | $20,781 - $32,750 | | $32,751 - $52,350 | \_\_\_\_\_Greater than $52,350 | |
| 4 | $0 - $25,100 | $25,101 - $36,350 | | $36,351 - $58,150 | \_\_\_\_\_Greater than $58,150 | |
| 5 | $0 - $29,420 | $29,421 - $39,300 | | $39,301 - $62,850 | \_\_\_\_\_Greater than $62,850 | |
| 6 | $0 - $33,740 | $33,741 - $42,200 | | $42,201 - $67,500 | \_\_\_\_\_Greater than $67,500 | |
| 7 | $0 - $38,060 | $38,061 - $45,100 | | $45,101 - $72,150 | \_\_\_\_\_Greater than $72,150 | |
| 8 or more | $0 - $42,380 | $42,381 - $48,000 | | $48,001 - $76,800 | \_\_\_\_\_Greater than $76,800 | |

*Source: 2018 HUD Income Limits (CDBG) - Marathon County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**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 non-manual 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,

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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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Marinette County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Marinette County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $14,250 | $14,251 - $23,750 | | $23,751 - $38,000 | \_\_\_\_\_Greater than $38,000 | |
| 2 | $0 - $16,460 | $16,461 - $27,150 | | $27,151 - $43,400 | \_\_\_\_\_Greater than $43,400 | |
| 3 | $0 - $20,780 | $20,781 - $30,550 | | $30,551 - $48,850 | \_\_\_\_\_Greater than $48,850 | |
| 4 | $0 - $25,100 | $25,101 - $33,900 | | $33,901 - $54,250 | \_\_\_\_\_Greater than $54,250 | |
| 5 | $0 - $29,420 | $29,421 - $36,650 | | $36,651 - $58,600 | \_\_\_\_\_Greater than $58,600 | |
| 6 | $0 - $33,740 | $33,741 - $39,350 | | $39,351 - $62,950 | \_\_\_\_\_Greater than $62,950 | |
| 7 | $0 - $38,060 | $38,061 - $42,050 | | $42,051 - $67,300 | \_\_\_\_\_Greater than $67,300 | |
| 8 or more | $0 - $42,380 | $42,381 - $44,750 | | $44,751 - $71,650 | \_\_\_\_\_Greater than $71,650 | |

*Source: 2018 HUD Income Limits (CDBG) - Marinette County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**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 non-manual 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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Marquette County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Marquette County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $14,250 | $14,251 - $23,750 | | $23,751 - $38,000 | \_\_\_\_\_Greater than $38,000 | |
| 2 | $0 - $16,460 | $16,461 - $27,150 | | $27,151 - $43,400 | \_\_\_\_\_Greater than $43,400 | |
| 3 | $0 - $20,780 | $20,781 - $30,550 | | $30,551 - $48,850 | \_\_\_\_\_Greater than $48,850 | |
| 4 | $0 - $25,100 | $25,101 - $33,900 | | $33,901 - $54,250 | \_\_\_\_\_Greater than $54,250 | |
| 5 | $0 - $29,420 | $29,421 - $36,650 | | $36,651 - $58,600 | \_\_\_\_\_Greater than $58,600 | |
| 6 | $0 - $33,740 | $33,741 - $39,350 | | $39,351 - $62,950 | \_\_\_\_\_Greater than $62,950 | |
| 7 | $0 - $38,060 | $38,061 - $42,050 | | $42,051 - $67,300 | \_\_\_\_\_Greater than $67,300 | |
| 8 or more | $0 - $42,380 | $42,381 - $44,750 | | $44,751 - $71,650 | \_\_\_\_\_Greater than $71,650 | |

*Source: 2018 HUD Income Limits (CDBG) - Marquette County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**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 non-manual 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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Menominee County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Menominee County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $14,250 | $14,251 - $23,750 | | $23,751 - $38,000 | \_\_\_\_\_Greater than $38,000 | |
| 2 | $0 - $16,460 | $16,461 - $27,150 | | $27,151 - $43,400 | \_\_\_\_\_Greater than $43,400 | |
| 3 | $0 - $20,780 | $20,781 - $30,550 | | $30,551 - $48,850 | \_\_\_\_\_Greater than $48,850 | |
| 4 | $0 - $25,100 | $25,101 - $33,900 | | $33,901 - $54,250 | \_\_\_\_\_Greater than $54,250 | |
| 5 | $0 - $29,420 | $29,421 - $36,650 | | $36,651 - $58,600 | \_\_\_\_\_Greater than $58,600 | |
| 6 | $0 - $33,740 | $33,741 - $39,350 | | $39,351 - $62,950 | \_\_\_\_\_Greater than $62,950 | |
| 7 | $0 - $38,060 | $38,061 - $42,050 | | $42,051 - $67,300 | \_\_\_\_\_Greater than $67,300 | |
| 8 or more | $0 - $42,380 | $42,381 - $44,750 | | $44,751 - $71,650 | \_\_\_\_\_Greater than $71,650 | |

*Source: 2018 HUD Income Limits (CDBG) - Menominee County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**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.

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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,

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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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Milwaukee County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Milwaukee County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $16,250 | $16,251 - $27,100 | | $27,101 - $43,300 | \_\_\_\_\_Greater than $43,300 | |
| 2 | $0 - $18,600 | $18,601 - $30,950 | | $30,951 - $49,500 | \_\_\_\_\_Greater than $49,500 | |
| 3 | $0 - $20,900 | $20,901 - $34,800 | | $34,801 - $55,700 | \_\_\_\_\_Greater than $55,700 | |
| 4 | $0 - $25,100 | $25,101 - $38,650 | | $38,651 - $61,850 | \_\_\_\_\_Greater than $61,850 | |
| 5 | $0 - $29,420 | $29,421 - $41,750 | | $41,751 - $66,800 | \_\_\_\_\_Greater than $66,800 | |
| 6 | $0 - $33,740 | $33,741 - $44,850 | | $44,851 - $71,750 | \_\_\_\_\_Greater than $71,750 | |
| 7 | $0 - $38,060 | $38,061 - $47,950 | | $47,951 - $76,700 | \_\_\_\_\_Greater than $76,700 | |
| 8 or more | $0 - $42,380 | $42,381 - $51,050 | | $51,051 - $81,650 | \_\_\_\_\_Greater than $81,650 | |

*Source: 2018 HUD Income Limits (CDBG) - Milwaukee County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**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 non-manual 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,

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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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Monroe County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Monroe County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $14,250 | $14,251 - $23,750 | | $23,751 - $38,000 | \_\_\_\_\_Greater than $38,000 | |
| 2 | $0 - $16,460 | $16,461 - $27,150 | | $27,151 - $43,400 | \_\_\_\_\_Greater than $43,400 | |
| 3 | $0 - $20,780 | $20,781 - $30,550 | | $30,551 - $48,850 | \_\_\_\_\_Greater than $48,850 | |
| 4 | $0 - $25,100 | $25,101 - $33,900 | | $33,901 - $54,250 | \_\_\_\_\_Greater than $54,250 | |
| 5 | $0 - $29,420 | $29,421 - $36,650 | | $36,651 - $58,600 | \_\_\_\_\_Greater than $58,600 | |
| 6 | $0 - $33,740 | $33,741 - $39,350 | | $39,351 - $62,950 | \_\_\_\_\_Greater than $62,950 | |
| 7 | $0 - $38,060 | $38,061 - $42,050 | | $42,051 - $67,300 | \_\_\_\_\_Greater than $67,300 | |
| 8 or more | $0 - $42,380 | $42,381 - $44,750 | | $44,751 - $71,650 | \_\_\_\_\_Greater than $71,650 | |

*Source: 2018 HUD Income Limits (CDBG) - Monroe County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**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.

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# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Oconto County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Oconto County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $14,250 | $14,251 - $23,750 | | $23,751 - $38,000 | \_\_\_\_\_Greater than $38,000 | |
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*Source: 2018 HUD Income Limits (CDBG) - Oconto County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**Job Category Definitions**

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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.

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# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Oneida County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

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1. **Please indicate your current family income in the following table. “Family” means all related persons in your household.**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Please Circle # of Persons in your Family** | **Oneida County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $14,250 | $14,251 - $23,750 | | $23,751 - $38,000 | \_\_\_\_\_Greater than $38,000 | |
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*Source: 2018 HUD Income Limits (CDBG) - Oneida County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
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| Black/African American | Asian and White |
| Asian | Black/African American and White |
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| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

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# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Outagamie County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

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1. **Please indicate your current family income in the following table. “Family” means all related persons in your household.**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Please Circle # of Persons in your Family** | **Outagamie County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $16,350 | $16,351 - $27,300 | | $27,301 - $43,650 | \_\_\_\_\_Greater than $43,650 | |
| 2 | $0 - $18,700 | $18,701 - $31,200 | | $31,201 - $49,850 | \_\_\_\_\_Greater than $49,850 | |
| 3 | $0 - $21,050 | $21,051 - $35,100 | | $35,101 - $56,100 | \_\_\_\_\_Greater than $56,100 | |
| 4 | $0 - $25,100 | $25,101 - $38,950 | | $38,951 - $62,300 | \_\_\_\_\_Greater than $62,300 | |
| 5 | $0 - $29,420 | $29,421 - $42,100 | | $42,101 - $67,300 | \_\_\_\_\_Greater than $67,300 | |
| 6 | $0 - $33,740 | $33,741 - $45,200 | | $45,201 - $72,300 | \_\_\_\_\_Greater than $72,300 | |
| 7 | $0 - $38,060 | $38,061 - $48,300 | | $48,301 - $77,300 | \_\_\_\_\_Greater than $77,300 | |
| 8 or more | $0 - $42,380 | $42,381 - $51,450 | | $51,451 - $82,250 | \_\_\_\_\_Greater than $82,250 | |

*Source: 2018 HUD Income Limits (CDBG) - Outagamie County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**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 non-manual 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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Ozaukee County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Ozaukee County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $16,250 | $16,251 - $27,100 | | $27,101 - $43,300 | \_\_\_\_\_Greater than $43,300 | |
| 2 | $0 - $18,600 | $18,601 - $30,950 | | $30,951 - $49,500 | \_\_\_\_\_Greater than $49,500 | |
| 3 | $0 - $20,900 | $20,901 - $34,800 | | $34,801 - $55,700 | \_\_\_\_\_Greater than $55,700 | |
| 4 | $0 - $25,100 | $25,101 - $38,650 | | $38,651 - $61,850 | \_\_\_\_\_Greater than $61,850 | |
| 5 | $0 - $29,420 | $29,421 - $41,750 | | $41,751 - $66,800 | \_\_\_\_\_Greater than $66,800 | |
| 6 | $0 - $33,740 | $33,741 - $44,850 | | $44,851 - $71,750 | \_\_\_\_\_Greater than $71,750 | |
| 7 | $0 - $38,060 | $38,061 - $47,950 | | $47,951 - $76,700 | \_\_\_\_\_Greater than $76,700 | |
| 8 or more | $0 - $42,380 | $42,381 - $51,050 | | $51,051 - $81,650 | \_\_\_\_\_Greater than $81,650 | |

*Source: 2018 HUD Income Limits (CDBG) - Ozaukee County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**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 non-manual 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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Pepin County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Pepin County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $14,250 | $14,251 - $23,750 | | $23,751 - $38,000 | \_\_\_\_\_Greater than $38,000 | |
| 2 | $0 - $16,460 | $16,461 - $27,150 | | $27,151 - $43,400 | \_\_\_\_\_Greater than $43,400 | |
| 3 | $0 - $20,780 | $20,781 - $30,550 | | $30,551 - $48,850 | \_\_\_\_\_Greater than $48,850 | |
| 4 | $0 - $25,100 | $25,101 - $33,900 | | $33,901 - $54,250 | \_\_\_\_\_Greater than $54,250 | |
| 5 | $0 - $29,420 | $29,421 - $36,650 | | $36,651 - $58,600 | \_\_\_\_\_Greater than $58,600 | |
| 6 | $0 - $33,740 | $33,741 - $39,350 | | $39,351 - $62,950 | \_\_\_\_\_Greater than $62,950 | |
| 7 | $0 - $38,060 | $38,061 - $42,050 | | $42,051 - $67,300 | \_\_\_\_\_Greater than $67,300 | |
| 8 or more | $0 - $42,380 | $42,381 - $44,750 | | $44,751 - $71,650 | \_\_\_\_\_Greater than $71,650 | |

*Source: 2018 HUD Income Limits (CDBG) - Pepin County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**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 non-manual 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,

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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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Pierce County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Pierce County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $19,850 | $19,851 - $33,050 | | $33,051 - $50,350 | \_\_\_\_\_Greater than $50,350 | |
| 2 | $0 - $22,650 | $22,651 - $37,750 | | $37,751 - $57,550 | \_\_\_\_\_Greater than $57,550 | |
| 3 | $0 - $25,500 | $25,501 - $42,450 | | $42,451 - $64,750 | \_\_\_\_\_Greater than $64,750 | |
| 4 | $0 - $28,300 | $28,301 - $47,150 | | $47,151 - $71,900 | \_\_\_\_\_Greater than $71,900 | |
| 5 | $0 - $30,600 | $30,601 - $50,950 | | $50,951 - $77,700 | \_\_\_\_\_Greater than $77,700 | |
| 6 | $0 - $33,740 | $33,741 - $54,700 | | $54,701 - $83,450 | \_\_\_\_\_Greater than $83,450 | |
| 7 | $0 - $38,060 | $38,061 - $58,500 | | $58,501 - $89,200 | \_\_\_\_\_Greater than $89,200 | |
| 8 or more | $0 - $42,380 | $42,381 - $62,250 | | $62,251 - $94,950 | \_\_\_\_\_Greater than $94,950 | |

*Source: 2018 HUD Income Limits (CDBG) - Pierce County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**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 non-manual 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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Polk County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Polk County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $14,250 | $14,251 - $23,750 | | $23,751 - $38,000 | \_\_\_\_\_Greater than $38,000 | |
| 2 | $0 - $16,460 | $16,461 - $27,150 | | $27,151 - $43,400 | \_\_\_\_\_Greater than $43,400 | |
| 3 | $0 - $20,780 | $20,781 - $30,550 | | $30,551 - $48,850 | \_\_\_\_\_Greater than $48,850 | |
| 4 | $0 - $25,100 | $25,101 - $33,900 | | $33,901 - $54,250 | \_\_\_\_\_Greater than $54,250 | |
| 5 | $0 - $29,420 | $29,421 - $36,650 | | $36,651 - $58,600 | \_\_\_\_\_Greater than $58,600 | |
| 6 | $0 - $33,740 | $33,741 - $39,350 | | $39,351 - $62,950 | \_\_\_\_\_Greater than $62,950 | |
| 7 | $0 - $38,060 | $38,061 - $42,050 | | $42,051 - $67,300 | \_\_\_\_\_Greater than $67,300 | |
| 8 or more | $0 - $42,380 | $42,381 - $44,750 | | $44,751 - $71,650 | \_\_\_\_\_Greater than $71,650 | |

*Source: 2018 HUD Income Limits (CDBG) - Polk County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

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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.

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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,

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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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Portage County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Portage County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $16,100 | $16,101 - $26,850 | | $26,851 - $42,950 | \_\_\_\_\_Greater than $42,950 | |
| 2 | $0 - $18,400 | $18,401 - $30,650 | | $30,651 - $49,050 | \_\_\_\_\_Greater than $49,050 | |
| 3 | $0 - $20,780 | $20,781 - $34,500 | | $34,501 - $55,200 | \_\_\_\_\_Greater than $55,200 | |
| 4 | $0 - $25,100 | $25,101 - $38,300 | | $38,301 - $61,300 | \_\_\_\_\_Greater than $61,300 | |
| 5 | $0 - $29,420 | $29,421 - $41,400 | | $41,401 - $66,250 | \_\_\_\_\_Greater than $66,250 | |
| 6 | $0 - $33,740 | $33,741 - $44,450 | | $44,451 - $71,150 | \_\_\_\_\_Greater than $71,150 | |
| 7 | $0 - $38,060 | $38,061 - $47,500 | | $47,501 - $76,050 | \_\_\_\_\_Greater than $76,050 | |
| 8 or more | $0 - $42,380 | $42,381 - $50,600 | | $50,601 - $80,950 | \_\_\_\_\_Greater than $80,950 | |

*Source: 2018 HUD Income Limits (CDBG) - Portage County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

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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,

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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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Price County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

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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 # of Persons in your Family** | **Price County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $14,250 | $14,251 - $23,750 | | $23,751 - $38,000 | \_\_\_\_\_Greater than $38,000 | |
| 2 | $0 - $16,460 | $16,461 - $27,150 | | $27,151 - $43,400 | \_\_\_\_\_Greater than $43,400 | |
| 3 | $0 - $20,780 | $20,781 - $30,550 | | $30,551 - $48,850 | \_\_\_\_\_Greater than $48,850 | |
| 4 | $0 - $25,100 | $25,101 - $33,900 | | $33,901 - $54,250 | \_\_\_\_\_Greater than $54,250 | |
| 5 | $0 - $29,420 | $29,421 - $36,650 | | $36,651 - $58,600 | \_\_\_\_\_Greater than $58,600 | |
| 6 | $0 - $33,740 | $33,741 - $39,350 | | $39,351 - $62,950 | \_\_\_\_\_Greater than $62,950 | |
| 7 | $0 - $38,060 | $38,061 - $42,050 | | $42,051 - $67,300 | \_\_\_\_\_Greater than $67,300 | |
| 8 or more | $0 - $42,380 | $42,381 - $44,750 | | $44,751 - $71,650 | \_\_\_\_\_Greater than $71,650 | |

*Source: 2018 HUD Income Limits (CDBG) - Price County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

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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.

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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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Racine County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Racine County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $15,750 | $15,751 - $26,250 | | $26,251 - $42,000 | \_\_\_\_\_Greater than $42,000 | |
| 2 | $0 - $18,000 | $18,001 - $30,000 | | $30,001 - $48,000 | \_\_\_\_\_Greater than $48,000 | |
| 3 | $0 - $20,780 | $20,781 - $33,750 | | $33,751 - $54,000 | \_\_\_\_\_Greater than $54,000 | |
| 4 | $0 - $25,100 | $25,101 - $37,500 | | $37,501 - $60,000 | \_\_\_\_\_Greater than $60,000 | |
| 5 | $0 - $29,420 | $29,421 - $40,500 | | $40,501 - $64,800 | \_\_\_\_\_Greater than $64,800 | |
| 6 | $0 - $33,740 | $33,741 - $43,500 | | $43,501 - $69,600 | \_\_\_\_\_Greater than $69,600 | |
| 7 | $0 - $38,060 | $38,061 - $46,500 | | $46,501 - $74,400 | \_\_\_\_\_Greater than $74,400 | |
| 8 or more | $0 - $42,380 | $42,381 - $49,500 | | $49,501 - $79,200 | \_\_\_\_\_Greater than $79,200 | |

*Source: 2018 HUD Income Limits (CDBG) - Racine County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**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 non-manual 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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Richland County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Richland County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $14,250 | $14,251 - $23,750 | | $23,751 - $38,000 | \_\_\_\_\_Greater than $38,000 | |
| 2 | $0 - $16,460 | $16,461 - $27,150 | | $27,151 - $43,400 | \_\_\_\_\_Greater than $43,400 | |
| 3 | $0 - $20,780 | $20,781 - $30,550 | | $30,551 - $48,850 | \_\_\_\_\_Greater than $48,850 | |
| 4 | $0 - $25,100 | $25,101 - $33,900 | | $33,901 - $54,250 | \_\_\_\_\_Greater than $54,250 | |
| 5 | $0 - $29,420 | $29,421 - $36,650 | | $36,651 - $58,600 | \_\_\_\_\_Greater than $58,600 | |
| 6 | $0 - $33,740 | $33,741 - $39,350 | | $39,351 - $62,950 | \_\_\_\_\_Greater than $62,950 | |
| 7 | $0 - $38,060 | $38,061 - $42,050 | | $42,051 - $67,300 | \_\_\_\_\_Greater than $67,300 | |
| 8 or more | $0 - $42,380 | $42,381 - $44,750 | | $44,751 - $71,650 | \_\_\_\_\_Greater than $71,650 | |

*Source: 2018 HUD Income Limits (CDBG) - Richland County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**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 non-manual 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,

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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.

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# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Rock County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Rock County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $14,250 | $14,251 - $23,750 | | $23,751 - $38,000 | \_\_\_\_\_Greater than $38,000 | |
| 2 | $0 - $16,460 | $16,461 - $27,150 | | $27,151 - $43,400 | \_\_\_\_\_Greater than $43,400 | |
| 3 | $0 - $20,780 | $20,781 - $30,550 | | $30,551 - $48,850 | \_\_\_\_\_Greater than $48,850 | |
| 4 | $0 - $25,100 | $25,101 - $33,900 | | $33,901 - $54,250 | \_\_\_\_\_Greater than $54,250 | |
| 5 | $0 - $29,420 | $29,421 - $36,650 | | $36,651 - $58,600 | \_\_\_\_\_Greater than $58,600 | |
| 6 | $0 - $33,740 | $33,741 - $39,350 | | $39,351 - $62,950 | \_\_\_\_\_Greater than $62,950 | |
| 7 | $0 - $38,060 | $38,061 - $42,050 | | $42,051 - $67,300 | \_\_\_\_\_Greater than $67,300 | |
| 8 or more | $0 - $42,380 | $42,381 - $44,750 | | $44,751 - $71,650 | \_\_\_\_\_Greater than $71,650 | |

*Source: 2018 HUD Income Limits (CDBG) - Rock County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**Job Category Definitions**

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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 non-manual 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,

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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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Rusk County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Rusk County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $14,250 | $14,251 - $23,750 | | $23,751 - $38,000 | \_\_\_\_\_Greater than $38,000 | |
| 2 | $0 - $16,460 | $16,461 - $27,150 | | $27,151 - $43,400 | \_\_\_\_\_Greater than $43,400 | |
| 3 | $0 - $20,780 | $20,781 - $30,550 | | $30,551 - $48,850 | \_\_\_\_\_Greater than $48,850 | |
| 4 | $0 - $25,100 | $25,101 - $33,900 | | $33,901 - $54,250 | \_\_\_\_\_Greater than $54,250 | |
| 5 | $0 - $29,420 | $29,421 - $36,650 | | $36,651 - $58,600 | \_\_\_\_\_Greater than $58,600 | |
| 6 | $0 - $33,740 | $33,741 - $39,350 | | $39,351 - $62,950 | \_\_\_\_\_Greater than $62,950 | |
| 7 | $0 - $38,060 | $38,061 - $42,050 | | $42,051 - $67,300 | \_\_\_\_\_Greater than $67,300 | |
| 8 or more | $0 - $42,380 | $42,381 - $44,750 | | $44,751 - $71,650 | \_\_\_\_\_Greater than $71,650 | |

*Source: 2018 HUD Income Limits (CDBG) - Rusk County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**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 non-manual 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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 St. Croix County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **St. Croix County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $19,850 | $19,851 - $33,050 | | $33,051 - $50,350 | \_\_\_\_\_Greater than $50,350 | |
| 2 | $0 - $22,650 | $22,651 - $37,750 | | $37,751 - $57,550 | \_\_\_\_\_Greater than $57,550 | |
| 3 | $0 - $25,500 | $25,501 - $42,450 | | $42,451 - $64,750 | \_\_\_\_\_Greater than $64,750 | |
| 4 | $0 - $28,300 | $28,301 - $47,150 | | $47,151 - $71,900 | \_\_\_\_\_Greater than $71,900 | |
| 5 | $0 - $30,600 | $30,601 - $50,950 | | $50,951 - $77,700 | \_\_\_\_\_Greater than $77,700 | |
| 6 | $0 - $33,740 | $33,741 - $54,700 | | $54,701 - $83,450 | \_\_\_\_\_Greater than $83,450 | |
| 7 | $0 - $38,060 | $38,061 - $58,500 | | $58,501 - $89,200 | \_\_\_\_\_Greater than $89,200 | |
| 8 or more | $0 - $42,380 | $42,381 - $62,250 | | $62,251 - $94,950 | \_\_\_\_\_Greater than $94,950 | |

*Source: 2018 HUD Income Limits (CDBG) - St. Croix County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**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.

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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,

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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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Sauk County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Sauk County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $14,350 | $14,351 - $23,900 | | $23,901 - $38,200 | \_\_\_\_\_Greater than $38,200 | |
| 2 | $0 - $16,460 | $16,461 - $27,300 | | $27,301 - $43,650 | \_\_\_\_\_Greater than $43,650 | |
| 3 | $0 - $20,780 | $20,781 - $30,700 | | $30,701 - $49,100 | \_\_\_\_\_Greater than $49,100 | |
| 4 | $0 - $25,100 | $25,101 - $34,100 | | $34,101 - $54,550 | \_\_\_\_\_Greater than $54,550 | |
| 5 | $0 - $29,420 | $29,421 - $36,850 | | $36,851 - $58,950 | \_\_\_\_\_Greater than $58,950 | |
| 6 | $0 - $33,740 | $33,741 - $39,600 | | $39,601 - $63,300 | \_\_\_\_\_Greater than $63,300 | |
| 7 | $0 - $38,060 | $38,061 - $42,300 | | $42,301 - $67,650 | \_\_\_\_\_Greater than $67,650 | |
| 8 or more | $0 - $42,380 | $42,381 - $45,050 | | $45,051 - $72,050 | \_\_\_\_\_Greater than $72,050 | |

*Source: 2018 HUD Income Limits (CDBG) - Sauk County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

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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,

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# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Sawyer County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Sawyer County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $14,250 | $14,251 - $23,750 | | $23,751 - $38,000 | \_\_\_\_\_Greater than $38,000 | |
| 2 | $0 - $16,460 | $16,461 - $27,150 | | $27,151 - $43,400 | \_\_\_\_\_Greater than $43,400 | |
| 3 | $0 - $20,780 | $20,781 - $30,550 | | $30,551 - $48,850 | \_\_\_\_\_Greater than $48,850 | |
| 4 | $0 - $25,100 | $25,101 - $33,900 | | $33,901 - $54,250 | \_\_\_\_\_Greater than $54,250 | |
| 5 | $0 - $29,420 | $29,421 - $36,650 | | $36,651 - $58,600 | \_\_\_\_\_Greater than $58,600 | |
| 6 | $0 - $33,740 | $33,741 - $39,350 | | $39,351 - $62,950 | \_\_\_\_\_Greater than $62,950 | |
| 7 | $0 - $38,060 | $38,061 - $42,050 | | $42,051 - $67,300 | \_\_\_\_\_Greater than $67,300 | |
| 8 or more | $0 - $42,380 | $42,381 - $44,750 | | $44,751 - $71,650 | \_\_\_\_\_Greater than $71,650 | |

*Source: 2018 HUD Income Limits (CDBG) - Sawyer County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**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.

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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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Shawano County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Shawano County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $14,250 | $14,251 - $23,750 | | $23,751 - $38,000 | \_\_\_\_\_Greater than $38,000 | |
| 2 | $0 - $16,460 | $16,461 - $27,150 | | $27,151 - $43,400 | \_\_\_\_\_Greater than $43,400 | |
| 3 | $0 - $20,780 | $20,781 - $30,550 | | $30,551 - $48,850 | \_\_\_\_\_Greater than $48,850 | |
| 4 | $0 - $25,100 | $25,101 - $33,900 | | $33,901 - $54,250 | \_\_\_\_\_Greater than $54,250 | |
| 5 | $0 - $29,420 | $29,421 - $36,650 | | $36,651 - $58,600 | \_\_\_\_\_Greater than $58,600 | |
| 6 | $0 - $33,740 | $33,741 - $39,350 | | $39,351 - $62,950 | \_\_\_\_\_Greater than $62,950 | |
| 7 | $0 - $38,060 | $38,061 - $42,050 | | $42,051 - $67,300 | \_\_\_\_\_Greater than $67,300 | |
| 8 or more | $0 - $42,380 | $42,381 - $44,750 | | $44,751 - $71,650 | \_\_\_\_\_Greater than $71,650 | |

*Source: 2018 HUD Income Limits (CDBG) - Shawano County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**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 non-manual 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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Sheboygan County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Sheboygan County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $15,700 | $15,701 - $26,150 | | $26,151 - $41,850 | \_\_\_\_\_Greater than $41,850 | |
| 2 | $0 - $17,950 | $17,951 - $29,900 | | $29,901 - $47,800 | \_\_\_\_\_Greater than $47,800 | |
| 3 | $0 - $20,780 | $20,781 - $33,650 | | $33,651 - $53,800 | \_\_\_\_\_Greater than $53,800 | |
| 4 | $0 - $25,100 | $25,101 - $37,350 | | $37,351 - $59,750 | \_\_\_\_\_Greater than $59,750 | |
| 5 | $0 - $29,420 | $29,421 - $40,350 | | $40,351 - $64,550 | \_\_\_\_\_Greater than $64,550 | |
| 6 | $0 - $33,740 | $33,741 - $43,350 | | $43,351 - $69,350 | \_\_\_\_\_Greater than $69,350 | |
| 7 | $0 - $38,060 | $38,061 - $46,350 | | $46,351 - $74,100 | \_\_\_\_\_Greater than $74,100 | |
| 8 or more | $0 - $42,380 | $42,381 - $49,350 | | $49,351 - $78,900 | \_\_\_\_\_Greater than $78,900 | |

*Source: 2018 HUD Income Limits (CDBG) - Sheboygan County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**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 non-manual 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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Taylor County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Taylor County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $14,250 | $14,251 - $23,750 | | $23,751 - $38,000 | \_\_\_\_\_Greater than $38,000 | |
| 2 | $0 - $16,460 | $16,461 - $27,150 | | $27,151 - $43,400 | \_\_\_\_\_Greater than $43,400 | |
| 3 | $0 - $20,780 | $20,781 - $30,550 | | $30,551 - $48,850 | \_\_\_\_\_Greater than $48,850 | |
| 4 | $0 - $25,100 | $25,101 - $33,900 | | $33,901 - $54,250 | \_\_\_\_\_Greater than $54,250 | |
| 5 | $0 - $29,420 | $29,421 - $36,650 | | $36,651 - $58,600 | \_\_\_\_\_Greater than $58,600 | |
| 6 | $0 - $33,740 | $33,741 - $39,350 | | $39,351 - $62,950 | \_\_\_\_\_Greater than $62,950 | |
| 7 | $0 - $38,060 | $38,061 - $42,050 | | $42,051 - $67,300 | \_\_\_\_\_Greater than $67,300 | |
| 8 or more | $0 - $42,380 | $42,381 - $44,750 | | $44,751 - $71,650 | \_\_\_\_\_Greater than $71,650 | |

*Source: 2018 HUD Income Limits (CDBG) - Taylor County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**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 non-manual 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,

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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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Trempealeau County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Trempealeau County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $14,300 | $14,301 - $23,800 | | $23,801 - $38,100 | \_\_\_\_\_Greater than $38,100 | |
| 2 | $0 - $16,460 | $16,461 - $27,200 | | $27,201 - $43,550 | \_\_\_\_\_Greater than $43,550 | |
| 3 | $0 - $20,780 | $20,781 - $30,600 | | $30,601 - $49,000 | \_\_\_\_\_Greater than $49,000 | |
| 4 | $0 - $25,100 | $25,101 - $34,000 | | $34,001 - $54,400 | \_\_\_\_\_Greater than $54,400 | |
| 5 | $0 - $29,420 | $29,421 - $36,750 | | $36,751 - $58,800 | \_\_\_\_\_Greater than $58,800 | |
| 6 | $0 - $33,740 | $33,741 - $39,450 | | $39,451 - $63,150 | \_\_\_\_\_Greater than $63,150 | |
| 7 | $0 - $38,060 | $38,061 - $42,200 | | $42,201 - $67,500 | \_\_\_\_\_Greater than $67,500 | |
| 8 or more | $0 - $42,380 | $42,381 - $44,900 | | $44,901 - $71,850 | \_\_\_\_\_Greater than $71,850 | |

*Source: 2018 HUD Income Limits (CDBG) - Trempealeau County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**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 non-manual 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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Vernon County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Vernon County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $14,250 | $14,251 - $23,750 | | $23,751 - $38,000 | \_\_\_\_\_Greater than $38,000 | |
| 2 | $0 - $16,460 | $16,461 - $27,150 | | $27,151 - $43,400 | \_\_\_\_\_Greater than $43,400 | |
| 3 | $0 - $20,780 | $20,781 - $30,550 | | $30,551 - $48,850 | \_\_\_\_\_Greater than $48,850 | |
| 4 | $0 - $25,100 | $25,101 - $33,900 | | $33,901 - $54,250 | \_\_\_\_\_Greater than $54,250 | |
| 5 | $0 - $29,420 | $29,421 - $36,650 | | $36,651 - $58,600 | \_\_\_\_\_Greater than $58,600 | |
| 6 | $0 - $33,740 | $33,741 - $39,350 | | $39,351 - $62,950 | \_\_\_\_\_Greater than $62,950 | |
| 7 | $0 - $38,060 | $38,061 - $42,050 | | $42,051 - $67,300 | \_\_\_\_\_Greater than $67,300 | |
| 8 or more | $0 - $42,380 | $42,381 - $44,750 | | $44,751 - $71,650 | \_\_\_\_\_Greater than $71,650 | |

*Source: 2018 HUD Income Limits (CDBG) - Vernon County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**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 non-manual 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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Vilas County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Vilas County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $14,250 | $14,251 - $23,750 | | $23,751 - $38,000 | \_\_\_\_\_Greater than $38,000 | |
| 2 | $0 - $16,460 | $16,461 - $27,150 | | $27,151 - $43,400 | \_\_\_\_\_Greater than $43,400 | |
| 3 | $0 - $20,780 | $20,781 - $30,550 | | $30,551 - $48,850 | \_\_\_\_\_Greater than $48,850 | |
| 4 | $0 - $25,100 | $25,101 - $33,900 | | $33,901 - $54,250 | \_\_\_\_\_Greater than $54,250 | |
| 5 | $0 - $29,420 | $29,421 - $36,650 | | $36,651 - $58,600 | \_\_\_\_\_Greater than $58,600 | |
| 6 | $0 - $33,740 | $33,741 - $39,350 | | $39,351 - $62,950 | \_\_\_\_\_Greater than $62,950 | |
| 7 | $0 - $38,060 | $38,061 - $42,050 | | $42,051 - $67,300 | \_\_\_\_\_Greater than $67,300 | |
| 8 or more | $0 - $42,380 | $42,381 - $44,750 | | $44,751 - $71,650 | \_\_\_\_\_Greater than $71,650 | |

*Source: 2018 HUD Income Limits (CDBG) - Vilas County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**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 non-manual 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,

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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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Walworth County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Walworth County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $15,700 | $15,701 - $26,150 | | $26,151 - $41,800 | \_\_\_\_\_Greater than $41,800 | |
| 2 | $0 - $17,950 | $17,951 - $29,850 | | $29,851 - $47,800 | \_\_\_\_\_Greater than $47,800 | |
| 3 | $0 - $20,780 | $20,781 - $33,600 | | $33,601 - $53,750 | \_\_\_\_\_Greater than $53,750 | |
| 4 | $0 - $25,100 | $25,101 - $37,300 | | $37,301 - $59,700 | \_\_\_\_\_Greater than $59,700 | |
| 5 | $0 - $29,420 | $29,421 - $40,300 | | $40,301 - $64,500 | \_\_\_\_\_Greater than $64,500 | |
| 6 | $0 - $33,740 | $33,741 - $43,300 | | $43,301 - $69,300 | \_\_\_\_\_Greater than $69,300 | |
| 7 | $0 - $38,060 | $38,061 - $46,300 | | $46,301 - $74,050 | \_\_\_\_\_Greater than $74,050 | |
| 8 or more | $0 - $42,380 | $42,381 - $49,250 | | $49,251 - $78,850 | \_\_\_\_\_Greater than $78,850 | |

*Source: 2018 HUD Income Limits (CDBG) - Walworth County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**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 non-manual 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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Washburn County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Washburn County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $14,250 | $14,251 - $23,750 | | $23,751 - $38,000 | \_\_\_\_\_Greater than $38,000 | |
| 2 | $0 - $16,460 | $16,461 - $27,150 | | $27,151 - $43,400 | \_\_\_\_\_Greater than $43,400 | |
| 3 | $0 - $20,780 | $20,781 - $30,550 | | $30,551 - $48,850 | \_\_\_\_\_Greater than $48,850 | |
| 4 | $0 - $25,100 | $25,101 - $33,900 | | $33,901 - $54,250 | \_\_\_\_\_Greater than $54,250 | |
| 5 | $0 - $29,420 | $29,421 - $36,650 | | $36,651 - $58,600 | \_\_\_\_\_Greater than $58,600 | |
| 6 | $0 - $33,740 | $33,741 - $39,350 | | $39,351 - $62,950 | \_\_\_\_\_Greater than $62,950 | |
| 7 | $0 - $38,060 | $38,061 - $42,050 | | $42,051 - $67,300 | \_\_\_\_\_Greater than $67,300 | |
| 8 or more | $0 - $42,380 | $42,381 - $44,750 | | $44,751 - $71,650 | \_\_\_\_\_Greater than $71,650 | |

*Source: 2018 HUD Income Limits (CDBG) - Washburn County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**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.

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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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Washington County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Washington County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $16,250 | $16,251 - $27,100 | | $27,101 - $43,300 | \_\_\_\_\_Greater than $43,300 | |
| 2 | $0 - $18,600 | $18,601 - $30,950 | | $30,951 - $49,500 | \_\_\_\_\_Greater than $49,500 | |
| 3 | $0 - $20,900 | $20,901 - $34,800 | | $34,801 - $55,700 | \_\_\_\_\_Greater than $55,700 | |
| 4 | $0 - $25,100 | $25,101 - $38,650 | | $38,651 - $61,850 | \_\_\_\_\_Greater than $61,850 | |
| 5 | $0 - $29,420 | $29,421 - $41,750 | | $41,751 - $66,800 | \_\_\_\_\_Greater than $66,800 | |
| 6 | $0 - $33,740 | $33,741 - $44,850 | | $44,851 - $71,750 | \_\_\_\_\_Greater than $71,750 | |
| 7 | $0 - $38,060 | $38,061 - $47,950 | | $47,951 - $76,700 | \_\_\_\_\_Greater than $76,700 | |
| 8 or more | $0 - $42,380 | $42,381 - $51,050 | | $51,051 - $81,650 | \_\_\_\_\_Greater than $81,650 | |

*Source: 2018 HUD Income Limits (CDBG) - Washington County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**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.

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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,

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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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Waukesha County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Waukesha County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $16,250 | $16,251 - $27,100 | | $27,101 - $43,300 | \_\_\_\_\_Greater than $43,300 | |
| 2 | $0 - $18,600 | $18,601 - $30,950 | | $30,951 - $49,500 | \_\_\_\_\_Greater than $49,500 | |
| 3 | $0 - $20,900 | $20,901 - $34,800 | | $34,801 - $55,700 | \_\_\_\_\_Greater than $55,700 | |
| 4 | $0 - $25,100 | $25,101 - $38,650 | | $38,651 - $61,850 | \_\_\_\_\_Greater than $61,850 | |
| 5 | $0 - $29,420 | $29,421 - $41,750 | | $41,751 - $66,800 | \_\_\_\_\_Greater than $66,800 | |
| 6 | $0 - $33,740 | $33,741 - $44,850 | | $44,851 - $71,750 | \_\_\_\_\_Greater than $71,750 | |
| 7 | $0 - $38,060 | $38,061 - $47,950 | | $47,951 - $76,700 | \_\_\_\_\_Greater than $76,700 | |
| 8 or more | $0 - $42,380 | $42,381 - $51,050 | | $51,051 - $81,650 | \_\_\_\_\_Greater than $81,650 | |

*Source: 2018 HUD Income Limits (CDBG) - Waukesha County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**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.

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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.

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# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Waupaca County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

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1. **Please indicate your current family income in the following table. “Family” means all related persons in your household.**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Please Circle # of Persons in your Family** | **Waupaca County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $14,250 | $14,251 - $23,750 | | $23,751 - $38,000 | \_\_\_\_\_Greater than $38,000 | |
| 2 | $0 - $16,460 | $16,461 - $27,150 | | $27,151 - $43,400 | \_\_\_\_\_Greater than $43,400 | |
| 3 | $0 - $20,780 | $20,781 - $30,550 | | $30,551 - $48,850 | \_\_\_\_\_Greater than $48,850 | |
| 4 | $0 - $25,100 | $25,101 - $33,900 | | $33,901 - $54,250 | \_\_\_\_\_Greater than $54,250 | |
| 5 | $0 - $29,420 | $29,421 - $36,650 | | $36,651 - $58,600 | \_\_\_\_\_Greater than $58,600 | |
| 6 | $0 - $33,740 | $33,741 - $39,350 | | $39,351 - $62,950 | \_\_\_\_\_Greater than $62,950 | |
| 7 | $0 - $38,060 | $38,061 - $42,050 | | $42,051 - $67,300 | \_\_\_\_\_Greater than $67,300 | |
| 8 or more | $0 - $42,380 | $42,381 - $44,750 | | $44,751 - $71,650 | \_\_\_\_\_Greater than $71,650 | |

*Source: 2018 HUD Income Limits (CDBG) - Waupaca County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**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 non-manual 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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Waushara County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Waushara County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $14,250 | $14,251 - $23,750 | | $23,751 - $38,000 | \_\_\_\_\_Greater than $38,000 | |
| 2 | $0 - $16,460 | $16,461 - $27,150 | | $27,151 - $43,400 | \_\_\_\_\_Greater than $43,400 | |
| 3 | $0 - $20,780 | $20,781 - $30,550 | | $30,551 - $48,850 | \_\_\_\_\_Greater than $48,850 | |
| 4 | $0 - $25,100 | $25,101 - $33,900 | | $33,901 - $54,250 | \_\_\_\_\_Greater than $54,250 | |
| 5 | $0 - $29,420 | $29,421 - $36,650 | | $36,651 - $58,600 | \_\_\_\_\_Greater than $58,600 | |
| 6 | $0 - $33,740 | $33,741 - $39,350 | | $39,351 - $62,950 | \_\_\_\_\_Greater than $62,950 | |
| 7 | $0 - $38,060 | $38,061 - $42,050 | | $42,051 - $67,300 | \_\_\_\_\_Greater than $67,300 | |
| 8 or more | $0 - $42,380 | $42,381 - $44,750 | | $44,751 - $71,650 | \_\_\_\_\_Greater than $71,650 | |

*Source: 2018 HUD Income Limits (CDBG) - Waushara County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**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 non-manual 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,

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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 worker.

# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Winnebago County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

**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 # of Persons in your Family** | **Winnebago County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $14,950 | $14,951 - $24,900 | | $24,901 - $39,850 | \_\_\_\_\_Greater than $39,850 | |
| 2 | $0 - $17,100 | $17,101 - $28,450 | | $28,451 - $45,550 | \_\_\_\_\_Greater than $45,550 | |
| 3 | $0 - $20,780 | $20,781 - $32,000 | | $32,001 - $51,250 | \_\_\_\_\_Greater than $51,250 | |
| 4 | $0 - $25,100 | $25,101 - $35,550 | | $35,551 - $56,900 | \_\_\_\_\_Greater than $56,900 | |
| 5 | $0 - $29,420 | $29,421 - $38,400 | | $38,401 - $61,500 | \_\_\_\_\_Greater than $61,500 | |
| 6 | $0 - $33,740 | $33,741 - $41,250 | | $41,251 - $66,050 | \_\_\_\_\_Greater than $66,050 | |
| 7 | $0 - $38,060 | $38,061 - $44,100 | | $44,101 - $70,600 | \_\_\_\_\_Greater than $70,600 | |
| 8 or more | $0 - $42,380 | $42,381 - $46,950 | | $46,951 - $75,150 | \_\_\_\_\_Greater than $75,150 | |

*Source: 2018 HUD Income Limits (CDBG) - Winnebago County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

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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.

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# 

UGLG Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 2018 Wood County

**STATE OF WISCONSIN**

**COMMUNITY DEVELOPMENT BLOCK GRANT**

**EMPLOYEE SELF CERTIFICATION**

Dear Employee:

*(Enter Business name)* is collecting the following information as a result of participating in the U.S. Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, (*Enter Business Name)* is required to collect statistical data on your family income, race/ethnicity, and employment status. This information is reported to HUD and eventually used by the U.S. Congress to measure the effectiveness of the CDBG program. Your name and personal information will be kept private, and your income, race and unemployment status information only shared with the federal government anonymously. ***It is only through your cooperation that your community can benefit from this federal program***.

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1. **Please indicate your current family income in the following table. “Family” means all related persons in your household.**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Please Circle # of Persons in your Family** | **Wood County**  **FAMILY INCOME CATEGORY** | | | | | |
| **Please check your family income in the same row as the number of persons in your family.** | | | | | |
| **A** | **B** | **C** | | | **D** |
| 1 | $0 - $14,350 | $14,351 - $23,950 | | $23,951 - $38,300 | \_\_\_\_\_Greater than $38,300 | |
| 2 | $0 - $16,460 | $16,461 - $27,400 | | $27,401 - $43,800 | \_\_\_\_\_Greater than $43,800 | |
| 3 | $0 - $20,780 | $20,781 - $30,800 | | $30,801 - $49,250 | \_\_\_\_\_Greater than $49,250 | |
| 4 | $0 - $25,100 | $25,101 - $34,200 | | $34,201 - $54,700 | \_\_\_\_\_Greater than $54,700 | |
| 5 | $0 - $29,420 | $29,421 - $36,950 | | $36,951 - $59,100 | \_\_\_\_\_Greater than $59,100 | |
| 6 | $0 - $33,740 | $33,741 - $39,700 | | $39,701 - $63,500 | \_\_\_\_\_Greater than $63,500 | |
| 7 | $0 - $38,060 | $38,061 - $42,450 | | $42,451 - $67,850 | \_\_\_\_\_Greater than $67,850 | |
| 8 or more | $0 - $42,380 | $42,381 - $45,150 | | $45,151 - $72,250 | \_\_\_\_\_Greater than $72,250 | |

*Source: 2018 HUD Income Limits (CDBG) - Wood County, WI*

1. **Please check the box(es) that identify your race.**

|  |  |
| --- | --- |
| Single Race: | Multi-Racial Identifiers: |
| White | American Indian/Alaskan Native and White |
| Black/African American | Asian and White |
| Asian | Black/African American and White |
| American Indian/Alaskan Native | American Indian/Alaskan Native and African/American |
| Native Hawaiian/Other Pacific Islander | Other Multi-Racial |
| Other |  |

1. **Please answer these questions:**

|  |  |  |
| --- | --- | --- |
| Do you consider yourself as being of Hispanic ethnicity? | Yes | No |
| Are you currently unemployed or were you unemployed prior to employment with this company? | Yes | No |
| Are you a female head of household? | Yes | No |
|  |  |  |

*I certify that the information provided above is correct to the best of my knowledge*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_\_\_

Printed Name Signature Date

|  |
| --- |
| **EMPLOYER/LOCAL GOVERNMENT USE ONLY *(ALL SECTIONS ARE MANDATORY)***  **Position Details**  ☐Full Time☐Part Time (FTE: \_\_\_\_\_)☐Employer-Sponsored Healthcare Plan Offered  **Position Class**  ☐ Official/Manager ☐ Professional ☐ Office/Clerical  ☐ Sales ☐ Technician ☐ Craft Worker/Skilled  ☐ Operative/Semiskilled ☐ Laborer/Unskilled ☐ Service Worker  **Date Hired: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_** |

**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 non-manual 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 worker.