CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION FORMS (9-F(3))

*Revised 05/01/2024  
(Based on FY2024* [*HUD CDBG Income Limits*](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) *effective 05/01/2024)*

Instructions: This document includes the *CDBG Jobs Project Employee Self Certification* form for each Wisconsin county as listed in the Table of Contents below. The Business/Employer is to be provided an electronic copy of this document, which is linked on the [*CDBG Implementation Handbook website*](https://energyandhousing.wi.gov/Pages/AgencyResources/CDBG-Implementation-Handbook.aspx) (under the “Chapter Attachments/Fillable Forms” section).

1. Press the “**ctrl**” key on your keyboard and click on the County name below to skip to the page for the county where the project is occurring, or scroll down or use the “Find” tool in Microsoft Word to go to the county’s form. Forms appear in alphabetical order by county name within this document.
2. Fill in the GRANTEE/UGLG (unit of general local government) and Business/Employer Names in the page ‘header’ of the form.
3. Print the applicable county pages (two pages) and provide the form to employees to complete. If the CDBG project qualified based on new job creation, then new employees are to complete it at the time of hire. If the CDBG project qualified based on job retention, then existing/current employees are to complete the form at the start of the project, and any new employees that ‘replace’ original employees if/when a position becomes vacant during the project performance period are to complete the form at the time of hire. Alternatively, the employer may have ‘prospective’ employees complete the form during the application process, to determine if they are low- to moderate-income (LMI) prior to hire. Parts 1 – 4 on the form are to be completed and signed by the employee and submitted with the CDBG Grantee’s *CDBG Jobs Employee Self Certification Report* to the State of Wisconsin Department of Administration – Division of Energy, Housing and Community Resources (DEHCR).

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[**2024 Waushara County**](#_Toc165389024)

[**2024 Winnebago County**](#_Toc165389025)

[**2024 Wood County**](#_Toc165389026)

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# 2024 Adams County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $18,200 | $18,201 - $30,350 | $30,351 - $48,550 | Greater than $48,550 |
| 2 | $0 - $20,800 | $20,801 - $34,650 | $34,651 - $55,450 | Greater than $55,450 |
| 3 | $0 - $23,400 | $23,401 - $39,000 | $39,001 - $62,400 | Greater than $62,400 |
| 4 | $0 - $26,000 | $26,001 - $43,300 | $43,301 - $69,300 | Greater than $69,300 |
| 5 | $0 - $28,100 | $28,101 - $46,800 | $46,801 - $74,850 | Greater than $74,850 |
| 6 | $0 - $30,200 | $30,201 - $50,250 | $50,251 - $80,400 | Greater than $80,400 |
| 7 | $0 - $32,250 | $32,251 - $53,700 | $53,701 - $85,950 | Greater than $85,950 |
| 8 or more | $0 - $34,350 | $34,351 - $57,200 | $57,201 - $91,500 | Greater than $91,500 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Adams County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

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**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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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# 2024 Ashland County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $18,200 | $18,201 - $30,350 | $30,351 - $48,550 | Greater than $48,550 |
| 2 | $0 - $20,800 | $20,801 - $34,650 | $34,651 - $55,450 | Greater than $55,450 |
| 3 | $0 - $23,400 | $23,401 - $39,000 | $39,001 - $62,400 | Greater than $62,400 |
| 4 | $0 - $26,000 | $26,001 - $43,300 | $43,301 - $69,300 | Greater than $69,300 |
| 5 | $0 - $28,100 | $28,101 - $46,800 | $46,801 - $74,850 | Greater than $74,850 |
| 6 | $0 - $30,200 | $30,201 - $50,250 | $50,251 - $80,400 | Greater than $80,400 |
| 7 | $0 - $32,250 | $32,251 - $53,700 | $53,701 - $85,950 | Greater than $85,950 |
| 8 or more | $0 - $34,350 | $34,351 - $57,200 | $57,201 - $91,500 | Greater than $91,500 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Ashland County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

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**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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.

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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.

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# 2024 Barron County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

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Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Barron County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
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|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

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**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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.

Page 2 of 2

# 2024 Bayfield County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $18,200 | $18,201 - $30,350 | $30,351 - $48,550 | Greater than $48,550 |
| 2 | $0 - $20,800 | $20,801 - $34,650 | $34,651 - $55,450 | Greater than $55,450 |
| 3 | $0 - $23,400 | $23,401 - $39,000 | $39,001 - $62,400 | Greater than $62,400 |
| 4 | $0 - $26,000 | $26,001 - $43,300 | $43,301 - $69,300 | Greater than $69,300 |
| 5 | $0 - $28,100 | $28,101 - $46,800 | $46,801 - $74,850 | Greater than $74,850 |
| 6 | $0 - $30,200 | $30,201 - $50,250 | $50,251 - $80,400 | Greater than $80,400 |
| 7 | $0 - $32,250 | $32,251 - $53,700 | $53,701 - $85,950 | Greater than $85,950 |
| 8 or more | $0 - $34,350 | $34,351 - $57,200 | $57,201 - $91,500 | Greater than $91,500 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Bayfield County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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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# 2024 Brown County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $20,600 | $20,601 - $34,300 | $34,301 - $54,900 | Greater than $54,900 |
| 2 | $0 - $23,550 | $23,551 - $39,200 | $39,201 - $62,750 | Greater than $62,750 |
| 3 | $0 - $26,500 | $26,501 - $44,100 | $44,101 - $70,600 | Greater than $70,600 |
| 4 | $0 - $29,400 | $29,401 - $49,000 | $49,001 - $78,400 | Greater than $78,400 |
| 5 | $0 - $31,800 | $31,801 - $52,950 | $52,951 - $84,700 | Greater than $84,700 |
| 6 | $0 - $34,150 | $34,151 - $56,850 | $56,851 - $90,950 | Greater than $90,950 |
| 7 | $0 - $36,500 | $36,501 - $60,800 | $60,801 - $97,250 | Greater than $97,250 |
| 8 or more | $0 - $38,850 | $38,851 - $64,700 | $64,701 - $103,500 | Greater than $103,500 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Brown County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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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5. **Office or Clerical –** Workers in 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.

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Page 2 of 2

# 2024 Buffalo County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

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**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
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| **A** | **B** | **C** | **D** |
| 1 | $0 - $18,200 | $18,201 - $30,350 | $30,351 - $48,550 | Greater than $48,550 |
| 2 | $0 - $20,800 | $20,801 - $34,650 | $34,651 - $55,450 | Greater than $55,450 |
| 3 | $0 - $23,400 | $23,401 - $39,000 | $39,001 - $62,400 | Greater than $62,400 |
| 4 | $0 - $26,000 | $26,001 - $43,300 | $43,301 - $69,300 | Greater than $69,300 |
| 5 | $0 - $28,100 | $28,101 - $46,800 | $46,801 - $74,850 | Greater than $74,850 |
| 6 | $0 - $30,200 | $30,201 - $50,250 | $50,251 - $80,400 | Greater than $80,400 |
| 7 | $0 - $32,250 | $32,251 - $53,700 | $53,701 - $85,950 | Greater than $85,950 |
| 8 or more | $0 - $34,350 | $34,351 - $57,200 | $57,201 - $91,500 | Greater than $91,500 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Buffalo County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
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| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

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5. **Office or Clerical –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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.

Page 2 of 2

# 2024 Burnett County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $18,200 | $18,201 - $30,350 | $30,351 - $48,550 | Greater than $48,550 |
| 2 | $0 - $20,800 | $20,801 - $34,650 | $34,651 - $55,450 | Greater than $55,450 |
| 3 | $0 - $23,400 | $23,401 - $39,000 | $39,001 - $62,400 | Greater than $62,400 |
| 4 | $0 - $26,000 | $26,001 - $43,300 | $43,301 - $69,300 | Greater than $69,300 |
| 5 | $0 - $28,100 | $28,101 - $46,800 | $46,801 - $74,850 | Greater than $74,850 |
| 6 | $0 - $30,200 | $30,201 - $50,250 | $50,251 - $80,400 | Greater than $80,400 |
| 7 | $0 - $32,250 | $32,251 - $53,700 | $53,701 - $85,950 | Greater than $85,950 |
| 8 or more | $0 - $34,350 | $34,351 - $57,200 | $57,201 - $91,500 | Greater than $91,500 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Burnett County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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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# 2024 Calumet County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $21,850 | $21,851 - $36,400 | $36,401 - $58,250 | Greater than $58,250 |
| 2 | $0 - $25,000 | $25,001 - $41,600 | $41,601 - $66,600 | Greater than $66,600 |
| 3 | $0 - $28,100 | $28,101 - $46,800 | $46,801 - $74,900 | Greater than $74,900 |
| 4 | $0 - $31,200 | $31,201 - $52,000 | $52,001 - $83,200 | Greater than $83,200 |
| 5 | $0 - $33,700 | $33,701 - $56,200 | $56,201 - $89,900 | Greater than $89,900 |
| 6 | $0 - $36,200 | $36,201 - $60,350 | $60,351 - $96,550 | Greater than $96,550 |
| 7 | $0 - $38,700 | $38,701 - $64,500 | $64,501 - $103,200 | Greater than $103,200 |
| 8 or more | $0 - $41,200 | $41,201 - $68,650 | $68,651 - $109,850 | Greater than $109,850 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Calumet County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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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# 2024 Chippewa County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $20,900 | $20,901 - $34,800 | $34,801 - $55,650 | Greater than $55,650 |
| 2 | $0 - $23,850 | $23,851 - $39,800 | $39,801 - $63,600 | Greater than $63,600 |
| 3 | $0 - $26,850 | $26,851 - $44,750 | $44,751 - $71,550 | Greater than $71,550 |
| 4 | $0 - $29,800 | $29,801 - $49,700 | $49,701 - $79,500 | Greater than $79,500 |
| 5 | $0 - $32,200 | $32,201 - $53,700 | $53,701 - $85,900 | Greater than $85,900 |
| 6 | $0 - $34,600 | $34,601 - $57,700 | $57,701 - $92,250 | Greater than $92,250 |
| 7 | $0 - $37,000 | $37,001 - $61,650 | $61,651 - $98,600 | Greater than $98,600 |
| 8 or more | $0 - $39,350 | $39,351 - $65,650 | $65,651 - $104,950 | Greater than $104,950 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Chippewa County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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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# 2024 Clark County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $18,200 | $18,201 - $30,350 | $30,351 - $48,550 | Greater than $48,550 |
| 2 | $0 - $20,800 | $20,801 - $34,650 | $34,651 - $55,450 | Greater than $55,450 |
| 3 | $0 - $23,400 | $23,401 - $39,000 | $39,001 - $62,400 | Greater than $62,400 |
| 4 | $0 - $26,000 | $26,001 - $43,300 | $43,301 - $69,300 | Greater than $69,300 |
| 5 | $0 - $28,100 | $28,101 - $46,800 | $46,801 - $74,850 | Greater than $74,850 |
| 6 | $0 - $30,200 | $30,201 - $50,250 | $50,251 - $80,400 | Greater than $80,400 |
| 7 | $0 - $32,250 | $32,251 - $53,700 | $53,701 - $85,950 | Greater than $85,950 |
| 8 or more | $0 - $34,350 | $34,351 - $57,200 | $57,201 - $91,500 | Greater than $91,500 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Clark County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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.

Page 2 of 2

# 2024 Columbia County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $20,950 | $20,951 - $34,900 | $34,901 - $55,800 | Greater than $55,800 |
| 2 | $0 - $23,950 | $23,951 - $39,850 | $39,851 - $63,800 | Greater than $63,800 |
| 3 | $0 - $26,950 | $26,951 - $44,850 | $44,851 - $71,750 | Greater than $71,750 |
| 4 | $0 - $29,900 | $29,901 - $49,800 | $49,801 - $79,700 | Greater than $79,700 |
| 5 | $0 - $32,300 | $32,301 - $53,800 | $53,801 - $86,100 | Greater than $86,100 |
| 6 | $0 - $34,700 | $34,701 - $57,800 | $57,801 - $92,500 | Greater than $92,500 |
| 7 | $0 - $37,100 | $37,101 - $61,800 | $61,801 - $98,850 | Greater than $98,850 |
| 8 or more | $0 - $39,500 | $39,501 - $65,750 | $65,751 - $105,250 | Greater than $105,250 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Columbia County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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.

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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.

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# 2024 Crawford County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

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**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
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| **A** | **B** | **C** | **D** |
| 1 | $0 - $18,200 | $18,201 - $30,350 | $30,351 - $48,550 | Greater than $48,550 |
| 2 | $0 - $20,800 | $20,801 - $34,650 | $34,651 - $55,450 | Greater than $55,450 |
| 3 | $0 - $23,400 | $23,401 - $39,000 | $39,001 - $62,400 | Greater than $62,400 |
| 4 | $0 - $26,000 | $26,001 - $43,300 | $43,301 - $69,300 | Greater than $69,300 |
| 5 | $0 - $28,100 | $28,101 - $46,800 | $46,801 - $74,850 | Greater than $74,850 |
| 6 | $0 - $30,200 | $30,201 - $50,250 | $50,251 - $80,400 | Greater than $80,400 |
| 7 | $0 - $32,250 | $32,251 - $53,700 | $53,701 - $85,950 | Greater than $85,950 |
| 8 or more | $0 - $34,350 | $34,351 - $57,200 | $57,201 - $91,500 | Greater than $91,500 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Crawford County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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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# 2024 Dane County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

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**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $26,450 | $26,451 - $44,100 | $44,101 - $68,500 | Greater than $68,500 |
| 2 | $0 - $30,200 | $30,201 - $50,400 | $50,401 - $78,250 | Greater than $78,250 |
| 3 | $0 - $34,000 | $34,001 - $56,700 | $56,701 - $88,050 | Greater than $88,050 |
| 4 | $0 - $37,750 | $37,751 - $62,950 | $62,951 - $97,800 | Greater than $97,800 |
| 5 | $0 - $40,800 | $40,801 - $68,000 | $68,001 - $105,650 | Greater than $105,650 |
| 6 | $0 - $43,800 | $43,801 - $73,050 | $73,051 - $113,450 | Greater than $113,450 |
| 7 | $0 - $46,850 | $46,851 - $78,100 | $78,101 - $121,300 | Greater than $121,300 |
| 8 or more | $0 - $49,850 | $49,851 - $83,100 | $83,101 - $129,100 | Greater than $129,100 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Dane County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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.

Page 2 of 2

# 2024 Dodge County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $19,250 | $19,251 - $32,100 | $32,101 - $51,350 | Greater than $51,350 |
| 2 | $0 - $22,000 | $22,001 - $36,700 | $36,701 - $58,700 | Greater than $58,700 |
| 3 | $0 - $24,750 | $24,751 - $41,300 | $41,301 - $66,050 | Greater than $66,050 |
| 4 | $0 - $27,500 | $27,501 - $45,850 | $45,851 - $73,350 | Greater than $73,350 |
| 5 | $0 - $29,700 | $29,701 - $49,550 | $49,551 - $79,250 | Greater than $79,250 |
| 6 | $0 - $31,900 | $31,901 - $53,200 | $53,201 - $85,100 | Greater than $85,100 |
| 7 | $0 - $34,100 | $34,101 - $56,900 | $56,901 - $91,000 | Greater than $91,000 |
| 8 or more | $0 - $36,300 | $36,301 - $60,550 | $60,551 - $96,850 | Greater than $96,850 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Dodge County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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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# 2024 Door County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $19,400 | $19,401 - $32,350 | $32,351 - $51,700 | Greater than $51,700 |
| 2 | $0 - $22,200 | $22,201 - $36,950 | $36,951 - $59,100 | Greater than $59,100 |
| 3 | $0 - $24,950 | $24,951 - $41,550 | $41,551 - $66,500 | Greater than $66,500 |
| 4 | $0 - $27,700 | $27,701 - $46,150 | $46,151 - $73,850 | Greater than $73,850 |
| 5 | $0 - $29,950 | $29,951 - $49,850 | $49,851 - $79,800 | Greater than $79,800 |
| 6 | $0 - $32,150 | $32,151 - $53,550 | $53,551 - $85,700 | Greater than $85,700 |
| 7 | $0 - $34,350 | $34,351 - $57,250 | $57,251 - $91,600 | Greater than $91,600 |
| 8 or more | $0 - $36,600 | $36,601 - $60,950 | $60,951 - $97,500 | Greater than $97,500 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Door County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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.

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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.

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# 2024 Douglas County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $20,000 | $20,001 - $33,350 | $33,351 - $53,350 | Greater than $53,350 |
| 2 | $0 - $22,850 | $22,851 - $38,100 | $38,101 - $60,950 | Greater than $60,950 |
| 3 | $0 - $25,700 | $25,701 - $42,850 | $42,851 - $68,550 | Greater than $68,550 |
| 4 | $0 - $28,550 | $28,551 - $47,600 | $47,601 - $76,150 | Greater than $76,150 |
| 5 | $0 - $30,850 | $30,851 - $51,450 | $51,451 - $82,250 | Greater than $82,250 |
| 6 | $0 - $33,150 | $33,151 - $55,250 | $55,251 - $88,350 | Greater than $88,350 |
| 7 | $0 - $35,450 | $35,451 - $59,050 | $59,051 - $94,450 | Greater than $94,450 |
| 8 or more | $0 - $37,700 | $37,701 - $62,850 | $62,851 - $100,550 | Greater than $100,550 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Douglas County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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.

Page 2 of 2

# 2024 Dunn County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $19,850 | $19,851 - $33,050 | $33,051 - $52,850 | Greater than $52,850 |
| 2 | $0 - $22,650 | $22,651 - $37,800 | $37,801 - $60,400 | Greater than $60,400 |
| 3 | $0 - $25,500 | $25,501 - $42,500 | $42,501 - $67,950 | Greater than $67,950 |
| 4 | $0 - $28,300 | $28,301 - $47,200 | $47,201 - $75,500 | Greater than $75,500 |
| 5 | $0 - $30,600 | $30,601 - $51,000 | $51,001 - $81,550 | Greater than $81,550 |
| 6 | $0 - $32,850 | $32,851 - $54,800 | $54,801 - $87,600 | Greater than $87,600 |
| 7 | $0 - $35,100 | $35,101 - $58,550 | $58,551 - $93,650 | Greater than $93,650 |
| 8 or more | $0 - $37,400 | $37,401 - $62,350 | $62,351 - $99,700 | Greater than $99,700 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Dunn County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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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# 2024 Eau Claire County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $20,900 | $20,901 - $34,800 | $34,801 - $55,650 | Greater than $55,650 |
| 2 | $0 - $23,850 | $23,851 - $39,800 | $39,801 - $63,600 | Greater than $63,600 |
| 3 | $0 - $26,850 | $26,851 - $44,750 | $44,751 - $71,550 | Greater than $71,550 |
| 4 | $0 - $29,800 | $29,801 - $49,700 | $49,701 - $79,500 | Greater than $79,500 |
| 5 | $0 - $32,200 | $32,201 - $53,700 | $53,701 - $85,900 | Greater than $85,900 |
| 6 | $0 - $34,600 | $34,601 - $57,700 | $57,701 - $92,250 | Greater than $92,250 |
| 7 | $0 - $37,000 | $37,001 - $61,650 | $61,651 - $98,600 | Greater than $98,600 |
| 8 or more | $0 - $39,350 | $39,351 - $65,650 | $65,651 - $104,950 | Greater than $104,950 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Eau Claire County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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.

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Page 2 of 2

# 2024 Florence County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $18,200 | $18,201 - $30,350 | $30,351 - $48,550 | Greater than $48,550 |
| 2 | $0 - $20,800 | $20,801 - $34,650 | $34,651 - $55,450 | Greater than $55,450 |
| 3 | $0 - $23,400 | $23,401 - $39,000 | $39,001 - $62,400 | Greater than $62,400 |
| 4 | $0 - $26,000 | $26,001 - $43,300 | $43,301 - $69,300 | Greater than $69,300 |
| 5 | $0 - $28,100 | $28,101 - $46,800 | $46,801 - $74,850 | Greater than $74,850 |
| 6 | $0 - $30,200 | $30,201 - $50,250 | $50,251 - $80,400 | Greater than $80,400 |
| 7 | $0 - $32,250 | $32,251 - $53,700 | $53,701 - $85,950 | Greater than $85,950 |
| 8 or more | $0 - $34,350 | $34,351 - $57,200 | $57,201 - $91,500 | Greater than $91,500 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Florence County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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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5. **Office or Clerical –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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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# 2024 Fond du Lac County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $20,100 | $20,101 - $33,500 | $33,501 - $53,600 | Greater than $53,600 |
| 2 | $0 - $23,000 | $23,001 - $38,300 | $38,301 - $61,250 | Greater than $61,250 |
| 3 | $0 - $25,850 | $25,851 - $43,100 | $43,101 - $68,900 | Greater than $68,900 |
| 4 | $0 - $28,700 | $28,701 - $47,850 | $47,851 - $76,550 | Greater than $76,550 |
| 5 | $0 - $31,000 | $31,001 - $51,700 | $51,701 - $82,700 | Greater than $82,700 |
| 6 | $0 - $33,300 | $33,301 - $55,550 | $55,551 - $88,800 | Greater than $88,800 |
| 7 | $0 - $35,600 | $35,601 - $59,350 | $59,351 - $94,950 | Greater than $94,950 |
| 8 or more | $0 - $37,900 | $37,901 - $63,200 | $63,201 - $101,050 | Greater than $101,050 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Fond du Lac County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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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# 2024 Forest County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $18,200 | $18,201 - $30,350 | $30,351 - $48,550 | Greater than $48,550 |
| 2 | $0 - $20,800 | $20,801 - $34,650 | $34,651 - $55,450 | Greater than $55,450 |
| 3 | $0 - $23,400 | $23,401 - $39,000 | $39,001 - $62,400 | Greater than $62,400 |
| 4 | $0 - $26,000 | $26,001 - $43,300 | $43,301 - $69,300 | Greater than $69,300 |
| 5 | $0 - $28,100 | $28,101 - $46,800 | $46,801 - $74,850 | Greater than $74,850 |
| 6 | $0 - $30,200 | $30,201 - $50,250 | $50,251 - $80,400 | Greater than $80,400 |
| 7 | $0 - $32,250 | $32,251 - $53,700 | $53,701 - $85,950 | Greater than $85,950 |
| 8 or more | $0 - $34,350 | $34,351 - $57,200 | $57,201 - $91,500 | Greater than $91,500 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Forest County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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.

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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.

Page 2 of 2

# 2024 Grant County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $18,550 | $18,551 - $30,950 | $30,951 - $49,500 | Greater than $49,500 |
| 2 | $0 - $21,200 | $21,201 - $35,350 | $35,351 - $56,550 | Greater than $56,550 |
| 3 | $0 - $23,850 | $23,851 - $39,750 | $39,751 - $63,600 | Greater than $63,600 |
| 4 | $0 - $26,500 | $26,501 - $44,150 | $44,151 - $70,650 | Greater than $70,650 |
| 5 | $0 - $28,650 | $28,651 - $47,700 | $47,701 - $76,350 | Greater than $76,350 |
| 6 | $0 - $30,750 | $30,751 - $51,250 | $51,251 - $82,000 | Greater than $82,000 |
| 7 | $0 - $32,900 | $32,901 - $54,750 | $54,751 - $87,650 | Greater than $87,650 |
| 8 or more | $0 - $35,000 | $35,001 - $58,300 | $58,301 - $93,300 | Greater than $93,300 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Grant County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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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# 2024 Green County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $20,600 | $20,601 - $34,300 | $34,301 - $54,900 | Greater than $54,900 |
| 2 | $0 - $23,550 | $23,551 - $39,200 | $39,201 - $62,750 | Greater than $62,750 |
| 3 | $0 - $26,500 | $26,501 - $44,100 | $44,101 - $70,600 | Greater than $70,600 |
| 4 | $0 - $29,400 | $29,401 - $49,000 | $49,001 - $78,400 | Greater than $78,400 |
| 5 | $0 - $31,800 | $31,801 - $52,950 | $52,951 - $84,700 | Greater than $84,700 |
| 6 | $0 - $34,150 | $34,151 - $56,850 | $56,851 - $90,950 | Greater than $90,950 |
| 7 | $0 - $36,500 | $36,501 - $60,800 | $60,801 - $97,250 | Greater than $97,250 |
| 8 or more | $0 - $38,850 | $38,851 - $64,700 | $64,701 - $103,500 | Greater than $103,500 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Green County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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.

Page 2 of 2

# 2024 Green Lake County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

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**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $18,200 | $18,201 - $30,350 | $30,351 - $48,550 | Greater than $48,550 |
| 2 | $0 - $20,800 | $20,801 - $34,650 | $34,651 - $55,450 | Greater than $55,450 |
| 3 | $0 - $23,400 | $23,401 - $39,000 | $39,001 - $62,400 | Greater than $62,400 |
| 4 | $0 - $26,000 | $26,001 - $43,300 | $43,301 - $69,300 | Greater than $69,300 |
| 5 | $0 - $28,100 | $28,101 - $46,800 | $46,801 - $74,850 | Greater than $74,850 |
| 6 | $0 - $30,200 | $30,201 - $50,250 | $50,251 - $80,400 | Greater than $80,400 |
| 7 | $0 - $32,250 | $32,251 - $53,700 | $53,701 - $85,950 | Greater than $85,950 |
| 8 or more | $0 - $34,350 | $34,351 - $57,200 | $57,201 - $91,500 | Greater than $91,500 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Green Lake County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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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# 2024 Iowa County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

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**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $22,150 | $22,151 - $36,900 | $36,901 - $59,000 | Greater than $59,000 |
| 2 | $0 - $25,300 | $25,301 - $42,150 | $42,151 - $67,400 | Greater than $67,400 |
| 3 | $0 - $28,450 | $28,451 - $47,400 | $47,401 - $75,850 | Greater than $75,850 |
| 4 | $0 - $31,600 | $31,601 - $52,650 | $52,651 - $84,250 | Greater than $84,250 |
| 5 | $0 - $34,150 | $34,151 - $56,900 | $56,901 - $91,000 | Greater than $91,000 |
| 6 | $0 - $36,700 | $36,701 - $61,100 | $61,101 - $97,750 | Greater than $97,750 |
| 7 | $0 - $39,200 | $39,201 - $65,300 | $65,301 - $104,500 | Greater than $104,500 |
| 8 or more | $0 - $41,750 | $41,751 - $69,500 | $69,501 - $111,250 | Greater than $111,250 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Iowa County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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.

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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.

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# 2024 Iron County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

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**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $18,200 | $18,201 - $30,350 | $30,351 - $48,550 | Greater than $48,550 |
| 2 | $0 - $20,800 | $20,801 - $34,650 | $34,651 - $55,450 | Greater than $55,450 |
| 3 | $0 - $23,400 | $23,401 - $39,000 | $39,001 - $62,400 | Greater than $62,400 |
| 4 | $0 - $26,000 | $26,001 - $43,300 | $43,301 - $69,300 | Greater than $69,300 |
| 5 | $0 - $28,100 | $28,101 - $46,800 | $46,801 - $74,850 | Greater than $74,850 |
| 6 | $0 - $30,200 | $30,201 - $50,250 | $50,251 - $80,400 | Greater than $80,400 |
| 7 | $0 - $32,250 | $32,251 - $53,700 | $53,701 - $85,950 | Greater than $85,950 |
| 8 or more | $0 - $34,350 | $34,351 - $57,200 | $57,201 - $91,500 | Greater than $91,500 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Iron County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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.

Page 2 of 2

# 2024 Jackson County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $18,200 | $18,201 - $30,350 | $30,351 - $48,550 | Greater than $48,550 |
| 2 | $0 - $20,800 | $20,801 - $34,650 | $34,651 - $55,450 | Greater than $55,450 |
| 3 | $0 - $23,400 | $23,401 - $39,000 | $39,001 - $62,400 | Greater than $62,400 |
| 4 | $0 - $26,000 | $26,001 - $43,300 | $43,301 - $69,300 | Greater than $69,300 |
| 5 | $0 - $28,100 | $28,101 - $46,800 | $46,801 - $74,850 | Greater than $74,850 |
| 6 | $0 - $30,200 | $30,201 - $50,250 | $50,251 - $80,400 | Greater than $80,400 |
| 7 | $0 - $32,250 | $32,251 - $53,700 | $53,701 - $85,950 | Greater than $85,950 |
| 8 or more | $0 - $34,350 | $34,351 - $57,200 | $57,201 - $91,500 | Greater than $91,500 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Jackson County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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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# 2024 Jefferson County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $21,100 | $21,101 - $35,150 | $35,151 - $56,250 | Greater than $56,250 |
| 2 | $0 - $24,100 | $24,101 - $40,200 | $40,201 - $64,250 | Greater than $64,250 |
| 3 | $0 - $27,100 | $27,101 - $45,200 | $45,201 - $72,300 | Greater than $72,300 |
| 4 | $0 - $30,100 | $30,101 - $50,200 | $50,201 - $80,300 | Greater than $80,300 |
| 5 | $0 - $32,550 | $32,551 - $54,250 | $54,251 - $86,750 | Greater than $86,750 |
| 6 | $0 - $34,950 | $34,951 - $58,250 | $58,251 - $93,150 | Greater than $93,150 |
| 7 | $0 - $37,350 | $37,351 - $62,250 | $62,251 - $99,600 | Greater than $99,600 |
| 8 or more | $0 - $39,750 | $39,751 - $66,300 | $66,301 - $106,000 | Greater than $106,000 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Jefferson County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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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# 2024 Juneau County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $18,200 | $18,201 - $30,350 | $30,351 - $48,550 | Greater than $48,550 |
| 2 | $0 - $20,800 | $20,801 - $34,650 | $34,651 - $55,450 | Greater than $55,450 |
| 3 | $0 - $23,400 | $23,401 - $39,000 | $39,001 - $62,400 | Greater than $62,400 |
| 4 | $0 - $26,000 | $26,001 - $43,300 | $43,301 - $69,300 | Greater than $69,300 |
| 5 | $0 - $28,100 | $28,101 - $46,800 | $46,801 - $74,850 | Greater than $74,850 |
| 6 | $0 - $30,200 | $30,201 - $50,250 | $50,251 - $80,400 | Greater than $80,400 |
| 7 | $0 - $32,250 | $32,251 - $53,700 | $53,701 - $85,950 | Greater than $85,950 |
| 8 or more | $0 - $34,350 | $34,351 - $57,200 | $57,201 - $91,500 | Greater than $91,500 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Juneau County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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.

Page 2 of 2

# 2024 Kenosha County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $20,550 | $20,551 - $34,250 | $34,251 - $54,800 | Greater than $54,800 |
| 2 | $0 - $23,500 | $23,501 - $39,150 | $39,151 - $62,600 | Greater than $62,600 |
| 3 | $0 - $26,450 | $26,451 - $44,050 | $44,051 - $70,450 | Greater than $70,450 |
| 4 | $0 - $29,350 | $29,351 - $48,900 | $48,901 - $78,250 | Greater than $78,250 |
| 5 | $0 - $31,700 | $31,701 - $52,850 | $52,851 - $84,550 | Greater than $84,550 |
| 6 | $0 - $34,050 | $34,051 - $56,750 | $56,751 - $90,800 | Greater than $90,800 |
| 7 | $0 - $36,400 | $36,401 - $60,650 | $60,651 - $97,050 | Greater than $97,050 |
| 8 or more | $0 - $38,750 | $38,751 - $64,550 | $64,551 - $103,300 | Greater than $103,300 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Kenosha County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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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# 2024 Kewaunee County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $20,600 | $20,601 - $34,300 | $34,301 - $54,900 | Greater than $54,900 |
| 2 | $0 - $23,550 | $23,551 - $39,200 | $39,201 - $62,750 | Greater than $62,750 |
| 3 | $0 - $26,500 | $26,501 - $44,100 | $44,101 - $70,600 | Greater than $70,600 |
| 4 | $0 - $29,400 | $29,401 - $49,000 | $49,001 - $78,400 | Greater than $78,400 |
| 5 | $0 - $31,800 | $31,801 - $52,950 | $52,951 - $84,700 | Greater than $84,700 |
| 6 | $0 - $34,150 | $34,151 - $56,850 | $56,851 - $90,950 | Greater than $90,950 |
| 7 | $0 - $36,500 | $36,501 - $60,800 | $60,801 - $97,250 | Greater than $97,250 |
| 8 or more | $0 - $38,850 | $38,851 - $64,700 | $64,701 - $103,500 | Greater than $103,500 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Kewaunee County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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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# 2024 La Crosse County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $20,650 | $20,651 - $34,450 | $34,451 - $55,100 | Greater than $55,100 |
| 2 | $0 - $23,600 | $23,601 - $39,400 | $39,401 - $63,000 | Greater than $63,000 |
| 3 | $0 - $26,550 | $26,551 - $44,300 | $44,301 - $70,850 | Greater than $70,850 |
| 4 | $0 - $29,500 | $29,501 - $49,200 | $49,201 - $78,700 | Greater than $78,700 |
| 5 | $0 - $31,900 | $31,901 - $53,150 | $53,151 - $85,000 | Greater than $85,000 |
| 6 | $0 - $34,250 | $34,251 - $57,100 | $57,101 - $91,300 | Greater than $91,300 |
| 7 | $0 - $36,600 | $36,601 - $61,050 | $61,051 - $97,600 | Greater than $97,600 |
| 8 or more | $0 - $38,950 | $38,951 - $64,950 | $64,951 - $103,900 | Greater than $103,900 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for La Crosse County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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.

Page 2 of 2

# 2024 Lafayette County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $18,400 | $18,401 - $30,650 | $30,651 - $49,000 | Greater than $49,000 |
| 2 | $0 - $21,000 | $21,001 - $35,000 | $35,001 - $56,000 | Greater than $56,000 |
| 3 | $0 - $23,650 | $23,651 - $39,400 | $39,401 - $63,000 | Greater than $63,000 |
| 4 | $0 - $26,250 | $26,251 - $43,750 | $43,751 - $70,000 | Greater than $70,000 |
| 5 | $0 - $28,350 | $28,351 - $47,250 | $47,251 - $75,600 | Greater than $75,600 |
| 6 | $0 - $30,450 | $30,451 - $50,750 | $50,751 - $81,200 | Greater than $81,200 |
| 7 | $0 - $32,550 | $32,551 - $54,250 | $54,251 - $86,800 | Greater than $86,800 |
| 8 or more | $0 - $34,650 | $34,651 - $57,750 | $57,751 - $92,400 | Greater than $92,400 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Lafayette County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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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# 2024 Langlade County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $18,200 | $18,201 - $30,350 | $30,351 - $48,550 | Greater than $48,550 |
| 2 | $0 - $20,800 | $20,801 - $34,650 | $34,651 - $55,450 | Greater than $55,450 |
| 3 | $0 - $23,400 | $23,401 - $39,000 | $39,001 - $62,400 | Greater than $62,400 |
| 4 | $0 - $26,000 | $26,001 - $43,300 | $43,301 - $69,300 | Greater than $69,300 |
| 5 | $0 - $28,100 | $28,101 - $46,800 | $46,801 - $74,850 | Greater than $74,850 |
| 6 | $0 - $30,200 | $30,201 - $50,250 | $50,251 - $80,400 | Greater than $80,400 |
| 7 | $0 - $32,250 | $32,251 - $53,700 | $53,701 - $85,950 | Greater than $85,950 |
| 8 or more | $0 - $34,350 | $34,351 - $57,200 | $57,201 - $91,500 | Greater than $91,500 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Langlade County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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.

Page 2 of 2

# 2024 Lincoln County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $19,050 | $19,051 - $31,750 | $31,751 - $50,750 | Greater than $50,750 |
| 2 | $0 - $21,800 | $21,801 - $36,250 | $36,251 - $58,000 | Greater than $58,000 |
| 3 | $0 - $24,500 | $24,501 - $40,800 | $40,801 - $65,250 | Greater than $65,250 |
| 4 | $0 - $27,200 | $27,201 - $45,300 | $45,301 - $72,500 | Greater than $72,500 |
| 5 | $0 - $29,400 | $29,401 - $48,950 | $48,951 - $78,300 | Greater than $78,300 |
| 6 | $0 - $31,600 | $31,601 - $52,550 | $52,551 - $84,100 | Greater than $84,100 |
| 7 | $0 - $33,750 | $33,751 - $56,200 | $56,201 - $89,900 | Greater than $89,900 |
| 8 or more | $0 - $35,950 | $35,951 - $59,800 | $59,801 - $95,700 | Greater than $95,700 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Lincoln County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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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# 2024 Manitowoc County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $18,200 | $18,201 - $30,350 | $30,351 - $48,550 | Greater than $48,550 |
| 2 | $0 - $20,800 | $20,801 - $34,650 | $34,651 - $55,450 | Greater than $55,450 |
| 3 | $0 - $23,400 | $23,401 - $39,000 | $39,001 - $62,400 | Greater than $62,400 |
| 4 | $0 - $26,000 | $26,001 - $43,300 | $43,301 - $69,300 | Greater than $69,300 |
| 5 | $0 - $28,100 | $28,101 - $46,800 | $46,801 - $74,850 | Greater than $74,850 |
| 6 | $0 - $30,200 | $30,201 - $50,250 | $50,251 - $80,400 | Greater than $80,400 |
| 7 | $0 - $32,250 | $32,251 - $53,700 | $53,701 - $85,950 | Greater than $85,950 |
| 8 or more | $0 - $34,350 | $34,351 - $57,200 | $57,201 - $91,500 | Greater than $91,500 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Manitowoc County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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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# 2024 Marathon County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

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|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $19,950 | $19,951 - $33,200 | $33,201 - $53,100 | Greater than $53,100 |
| 2 | $0 - $22,800 | $22,801 - $37,950 | $37,951 - $60,700 | Greater than $60,700 |
| 3 | $0 - $25,650 | $25,651 - $42,700 | $42,701 - $68,300 | Greater than $68,300 |
| 4 | $0 - $28,450 | $28,451 - $47,400 | $47,401 - $75,850 | Greater than $75,850 |
| 5 | $0 - $30,750 | $30,751 - $51,200 | $51,201 - $81,950 | Greater than $81,950 |
| 6 | $0 - $33,050 | $33,051 - $55,000 | $55,001 - $88,000 | Greater than $88,000 |
| 7 | $0 - $35,300 | $35,301 - $58,800 | $58,801 - $94,100 | Greater than $94,100 |
| 8 or more | $0 - $37,600 | $37,601 - $62,600 | $62,601 - $100,150 | Greater than $100,150 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Marathon County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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.

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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.

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# 2024 Marinette County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

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**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
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| **A** | **B** | **C** | **D** |
| 1 | $0 - $18,200 | $18,201 - $30,350 | $30,351 - $48,550 | Greater than $48,550 |
| 2 | $0 - $20,800 | $20,801 - $34,650 | $34,651 - $55,450 | Greater than $55,450 |
| 3 | $0 - $23,400 | $23,401 - $39,000 | $39,001 - $62,400 | Greater than $62,400 |
| 4 | $0 - $26,000 | $26,001 - $43,300 | $43,301 - $69,300 | Greater than $69,300 |
| 5 | $0 - $28,100 | $28,101 - $46,800 | $46,801 - $74,850 | Greater than $74,850 |
| 6 | $0 - $30,200 | $30,201 - $50,250 | $50,251 - $80,400 | Greater than $80,400 |
| 7 | $0 - $32,250 | $32,251 - $53,700 | $53,701 - $85,950 | Greater than $85,950 |
| 8 or more | $0 - $34,350 | $34,351 - $57,200 | $57,201 - $91,500 | Greater than $91,500 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Marinette County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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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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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# 2024 Marquette County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

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| --- | --- | --- | --- | --- |
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| **A** | **B** | **C** | **D** |
| 1 | $0 - $18,200 | $18,201 - $30,350 | $30,351 - $48,550 | Greater than $48,550 |
| 2 | $0 - $20,800 | $20,801 - $34,650 | $34,651 - $55,450 | Greater than $55,450 |
| 3 | $0 - $23,400 | $23,401 - $39,000 | $39,001 - $62,400 | Greater than $62,400 |
| 4 | $0 - $26,000 | $26,001 - $43,300 | $43,301 - $69,300 | Greater than $69,300 |
| 5 | $0 - $28,100 | $28,101 - $46,800 | $46,801 - $74,850 | Greater than $74,850 |
| 6 | $0 - $30,200 | $30,201 - $50,250 | $50,251 - $80,400 | Greater than $80,400 |
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| 8 or more | $0 - $34,350 | $34,351 - $57,200 | $57,201 - $91,500 | Greater than $91,500 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Marquette County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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.

Page 2 of 2

# 2024 Menominee County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $18,200 | $18,201 - $30,350 | $30,351 - $48,550 | Greater than $48,550 |
| 2 | $0 - $20,800 | $20,801 - $34,650 | $34,651 - $55,450 | Greater than $55,450 |
| 3 | $0 - $23,400 | $23,401 - $39,000 | $39,001 - $62,400 | Greater than $62,400 |
| 4 | $0 - $26,000 | $26,001 - $43,300 | $43,301 - $69,300 | Greater than $69,300 |
| 5 | $0 - $28,100 | $28,101 - $46,800 | $46,801 - $74,850 | Greater than $74,850 |
| 6 | $0 - $30,200 | $30,201 - $50,250 | $50,251 - $80,400 | Greater than $80,400 |
| 7 | $0 - $32,250 | $32,251 - $53,700 | $53,701 - $85,950 | Greater than $85,950 |
| 8 or more | $0 - $34,350 | $34,351 - $57,200 | $57,201 - $91,500 | Greater than $91,500 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Menominee County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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.

Page 2 of 2

# 2024 Milwaukee County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $21,500 | $21,501 - $35,750 | $35,751 - $57,200 | Greater than $57,200 |
| 2 | $0 - $24,550 | $24,551 - $40,850 | $40,851 - $65,400 | Greater than $65,400 |
| 3 | $0 - $27,600 | $27,601 - $45,950 | $45,951 - $73,550 | Greater than $73,550 |
| 4 | $0 - $30,650 | $30,651 - $51,050 | $51,051 - $81,700 | Greater than $81,700 |
| 5 | $0 - $33,150 | $33,151 - $55,150 | $55,151 - $88,250 | Greater than $88,250 |
| 6 | $0 - $35,600 | $35,601 - $59,250 | $59,251 - $94,800 | Greater than $94,800 |
| 7 | $0 - $38,050 | $38,051 - $63,350 | $63,351 - $101,350 | Greater than $101,350 |
| 8 or more | $0 - $40,500 | $40,501 - $67,400 | $67,401 - $107,850 | Greater than $107,850 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Milwaukee County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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.

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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.

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# 2024 Monroe County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $18,200 | $18,201 - $30,350 | $30,351 - $48,550 | Greater than $48,550 |
| 2 | $0 - $20,800 | $20,801 - $34,650 | $34,651 - $55,450 | Greater than $55,450 |
| 3 | $0 - $23,400 | $23,401 - $39,000 | $39,001 - $62,400 | Greater than $62,400 |
| 4 | $0 - $26,000 | $26,001 - $43,300 | $43,301 - $69,300 | Greater than $69,300 |
| 5 | $0 - $28,100 | $28,101 - $46,800 | $46,801 - $74,850 | Greater than $74,850 |
| 6 | $0 - $30,200 | $30,201 - $50,250 | $50,251 - $80,400 | Greater than $80,400 |
| 7 | $0 - $32,250 | $32,251 - $53,700 | $53,701 - $85,950 | Greater than $85,950 |
| 8 or more | $0 - $34,350 | $34,351 - $57,200 | $57,201 - $91,500 | Greater than $91,500 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Monroe County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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.

Page 2 of 2

# 2024 Oconto County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $19,650 | $19,651 - $32,700 | $32,701 - $52,350 | Greater than $52,350 |
| 2 | $0 - $22,450 | $22,451 - $37,400 | $37,401 - $59,800 | Greater than $59,800 |
| 3 | $0 - $25,250 | $25,251 - $42,050 | $42,051 - $67,300 | Greater than $67,300 |
| 4 | $0 - $28,050 | $28,051 - $46,750 | $46,751 - $74,800 | Greater than $74,800 |
| 5 | $0 - $30,300 | $30,301 - $50,450 | $50,451 - $80,750 | Greater than $80,750 |
| 6 | $0 - $32,550 | $32,551 - $54,200 | $54,201 - $86,750 | Greater than $86,750 |
| 7 | $0 - $34,800 | $34,801 - $57,950 | $57,951 - $92,750 | Greater than $92,750 |
| 8 or more | $0 - $37,050 | $37,051 - $61,700 | $61,701 - $98,750 | Greater than $98,750 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Oconto County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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.

Page 2 of 2

# 2024 Oneida County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $18,750 | $18,751 - $31,250 | $31,251 - $49,950 | Greater than $49,950 |
| 2 | $0 - $21,400 | $21,401 - $35,700 | $35,701 - $57,100 | Greater than $57,100 |
| 3 | $0 - $24,100 | $24,101 - $40,150 | $40,151 - $64,250 | Greater than $64,250 |
| 4 | $0 - $26,750 | $26,751 - $44,600 | $44,601 - $71,350 | Greater than $71,350 |
| 5 | $0 - $28,900 | $28,901 - $48,200 | $48,201 - $77,100 | Greater than $77,100 |
| 6 | $0 - $31,050 | $31,051 - $51,750 | $51,751 - $82,800 | Greater than $82,800 |
| 7 | $0 - $33,200 | $33,201 - $55,350 | $55,351 - $88,500 | Greater than $88,500 |
| 8 or more | $0 - $35,350 | $35,351 - $58,900 | $58,901 - $94,200 | Greater than $94,200 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Oneida County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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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# 2024 Outagamie County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $21,850 | $21,851 - $36,400 | $36,401 - $58,250 | Greater than $58,250 |
| 2 | $0 - $25,000 | $25,001 - $41,600 | $41,601 - $66,600 | Greater than $66,600 |
| 3 | $0 - $28,100 | $28,101 - $46,800 | $46,801 - $74,900 | Greater than $74,900 |
| 4 | $0 - $31,200 | $31,201 - $52,000 | $52,001 - $83,200 | Greater than $83,200 |
| 5 | $0 - $33,700 | $33,701 - $56,200 | $56,201 - $89,900 | Greater than $89,900 |
| 6 | $0 - $36,200 | $36,201 - $60,350 | $60,351 - $96,550 | Greater than $96,550 |
| 7 | $0 - $38,700 | $38,701 - $64,500 | $64,501 - $103,200 | Greater than $103,200 |
| 8 or more | $0 - $41,200 | $41,201 - $68,650 | $68,651 - $109,850 | Greater than $109,850 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Outagamie County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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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5. **Office or Clerical –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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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# 2024 Ozaukee County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $21,500 | $21,501 - $35,750 | $35,751 - $57,200 | Greater than $57,200 |
| 2 | $0 - $24,550 | $24,551 - $40,850 | $40,851 - $65,400 | Greater than $65,400 |
| 3 | $0 - $27,600 | $27,601 - $45,950 | $45,951 - $73,550 | Greater than $73,550 |
| 4 | $0 - $30,650 | $30,651 - $51,050 | $51,051 - $81,700 | Greater than $81,700 |
| 5 | $0 - $33,150 | $33,151 - $55,150 | $55,151 - $88,250 | Greater than $88,250 |
| 6 | $0 - $35,600 | $35,601 - $59,250 | $59,251 - $94,800 | Greater than $94,800 |
| 7 | $0 - $38,050 | $38,051 - $63,350 | $63,351 - $101,350 | Greater than $101,350 |
| 8 or more | $0 - $40,500 | $40,501 - $67,400 | $67,401 - $107,850 | Greater than $107,850 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Ozaukee County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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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# 2024 Pepin County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $18,700 | $18,701 - $31,150 | $31,151 - $49,850 | Greater than $49,850 |
| 2 | $0 - $21,400 | $21,401 - $35,600 | $35,601 - $57,000 | Greater than $57,000 |
| 3 | $0 - $24,050 | $24,051 - $40,050 | $40,051 - $64,100 | Greater than $64,100 |
| 4 | $0 - $26,700 | $26,701 - $44,500 | $44,501 - $71,200 | Greater than $71,200 |
| 5 | $0 - $28,850 | $28,851 - $48,100 | $48,101 - $76,900 | Greater than $76,900 |
| 6 | $0 - $31,000 | $31,001 - $51,650 | $51,651 - $82,600 | Greater than $82,600 |
| 7 | $0 - $33,150 | $33,151 - $55,200 | $55,201 - $88,300 | Greater than $88,300 |
| 8 or more | $0 - $35,250 | $35,251 - $58,750 | $58,751 - $94,000 | Greater than $94,000 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Pepin County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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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# 2024 Pierce County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $26,100 | $26,101 - $43,500 | $43,501 - $68,500 | Greater than $68,500 |
| 2 | $0 - $29,800 | $29,801 - $49,700 | $49,701 - $78,250 | Greater than $78,250 |
| 3 | $0 - $33,550 | $33,551 - $55,900 | $55,901 - $88,050 | Greater than $88,050 |
| 4 | $0 - $37,250 | $37,251 - $62,100 | $62,101 - $97,800 | Greater than $97,800 |
| 5 | $0 - $40,250 | $40,251 - $67,100 | $67,101 - $105,650 | Greater than $105,650 |
| 6 | $0 - $43,250 | $43,251 - $72,050 | $72,051 - $113,450 | Greater than $113,450 |
| 7 | $0 - $46,200 | $46,201 - $77,050 | $77,051 - $121,300 | Greater than $121,300 |
| 8 or more | $0 - $49,200 | $49,201 - $82,000 | $82,001 - $129,100 | Greater than $129,100 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Pierce County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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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# 2024 Polk County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $19,350 | $19,351 - $32,200 | $32,201 - $51,550 | Greater than $51,550 |
| 2 | $0 - $22,100 | $22,101 - $36,800 | $36,801 - $58,900 | Greater than $58,900 |
| 3 | $0 - $24,850 | $24,851 - $41,400 | $41,401 - $66,250 | Greater than $66,250 |
| 4 | $0 - $27,600 | $27,601 - $46,000 | $46,001 - $73,600 | Greater than $73,600 |
| 5 | $0 - $29,850 | $29,851 - $49,700 | $49,701 - $79,500 | Greater than $79,500 |
| 6 | $0 - $32,050 | $32,051 - $53,400 | $53,401 - $85,400 | Greater than $85,400 |
| 7 | $0 - $34,250 | $34,251 - $57,050 | $57,051 - $91,300 | Greater than $91,300 |
| 8 or more | $0 - $36,450 | $36,451 - $60,750 | $60,751 - $97,200 | Greater than $97,200 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Polk County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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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# 2024 Portage County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $20,850 | $20,851 - $34,700 | $34,701 - $55,550 | Greater than $55,550 |
| 2 | $0 - $23,800 | $23,801 - $39,650 | $39,651 - $63,450 | Greater than $63,450 |
| 3 | $0 - $26,800 | $26,801 - $44,600 | $44,601 - $71,400 | Greater than $71,400 |
| 4 | $0 - $29,750 | $29,751 - $49,550 | $49,551 - $79,300 | Greater than $79,300 |
| 5 | $0 - $32,150 | $32,151 - $53,550 | $53,551 - $85,650 | Greater than $85,650 |
| 6 | $0 - $34,550 | $34,551 - $57,500 | $57,501 - $92,000 | Greater than $92,000 |
| 7 | $0 - $36,900 | $36,901 - $61,450 | $61,451 - $98,350 | Greater than $98,350 |
| 8 or more | $0 - $39,300 | $39,301 - $65,450 | $65,451 - $104,700 | Greater than $104,700 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Portage County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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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# 2024 Price County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

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**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $18,200 | $18,201 - $30,350 | $30,351 - $48,550 | Greater than $48,550 |
| 2 | $0 - $20,800 | $20,801 - $34,650 | $34,651 - $55,450 | Greater than $55,450 |
| 3 | $0 - $23,400 | $23,401 - $39,000 | $39,001 - $62,400 | Greater than $62,400 |
| 4 | $0 - $26,000 | $26,001 - $43,300 | $43,301 - $69,300 | Greater than $69,300 |
| 5 | $0 - $28,100 | $28,101 - $46,800 | $46,801 - $74,850 | Greater than $74,850 |
| 6 | $0 - $30,200 | $30,201 - $50,250 | $50,251 - $80,400 | Greater than $80,400 |
| 7 | $0 - $32,250 | $32,251 - $53,700 | $53,701 - $85,950 | Greater than $85,950 |
| 8 or more | $0 - $34,350 | $34,351 - $57,200 | $57,201 - $91,500 | Greater than $91,500 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Price County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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.

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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.

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# 2024 Racine County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

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**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $20,450 | $20,451 - $34,100 | $34,101 - $54,500 | Greater than $54,500 |
| 2 | $0 - $23,400 | $23,401 - $38,950 | $38,951 - $62,300 | Greater than $62,300 |
| 3 | $0 - $26,300 | $26,301 - $43,800 | $43,801 - $70,100 | Greater than $70,100 |
| 4 | $0 - $29,200 | $29,201 - $48,650 | $48,651 - $77,850 | Greater than $77,850 |
| 5 | $0 - $31,550 | $31,551 - $52,550 | $52,551 - $84,100 | Greater than $84,100 |
| 6 | $0 - $33,900 | $33,901 - $56,450 | $56,451 - $90,350 | Greater than $90,350 |
| 7 | $0 - $36,250 | $36,251 - $60,350 | $60,351 - $96,550 | Greater than $96,550 |
| 8 or more | $0 - $38,550 | $38,551 - $64,250 | $64,251 - $102,800 | Greater than $102,800 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Racine County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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.

Page 2 of 2

# 2024 Richland County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $18,200 | $18,201 - $30,350 | $30,351 - $48,550 | Greater than $48,550 |
| 2 | $0 - $20,800 | $20,801 - $34,650 | $34,651 - $55,450 | Greater than $55,450 |
| 3 | $0 - $23,400 | $23,401 - $39,000 | $39,001 - $62,400 | Greater than $62,400 |
| 4 | $0 - $26,000 | $26,001 - $43,300 | $43,301 - $69,300 | Greater than $69,300 |
| 5 | $0 - $28,100 | $28,101 - $46,800 | $46,801 - $74,850 | Greater than $74,850 |
| 6 | $0 - $30,200 | $30,201 - $50,250 | $50,251 - $80,400 | Greater than $80,400 |
| 7 | $0 - $32,250 | $32,251 - $53,700 | $53,701 - $85,950 | Greater than $85,950 |
| 8 or more | $0 - $34,350 | $34,351 - $57,200 | $57,201 - $91,500 | Greater than $91,500 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Richland County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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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# 2024 Rock County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $18,200 | $18,201 - $30,350 | $30,351 - $48,550 | Greater than $48,550 |
| 2 | $0 - $20,800 | $20,801 - $34,650 | $34,651 - $55,450 | Greater than $55,450 |
| 3 | $0 - $23,400 | $23,401 - $39,000 | $39,001 - $62,400 | Greater than $62,400 |
| 4 | $0 - $26,000 | $26,001 - $43,300 | $43,301 - $69,300 | Greater than $69,300 |
| 5 | $0 - $28,100 | $28,101 - $46,800 | $46,801 - $74,850 | Greater than $74,850 |
| 6 | $0 - $30,200 | $30,201 - $50,250 | $50,251 - $80,400 | Greater than $80,400 |
| 7 | $0 - $32,250 | $32,251 - $53,700 | $53,701 - $85,950 | Greater than $85,950 |
| 8 or more | $0 - $34,350 | $34,351 - $57,200 | $57,201 - $91,500 | Greater than $91,500 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Rock County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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.

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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.

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# 2024 Rusk County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $18,200 | $18,201 - $30,350 | $30,351 - $48,550 | Greater than $48,550 |
| 2 | $0 - $20,800 | $20,801 - $34,650 | $34,651 - $55,450 | Greater than $55,450 |
| 3 | $0 - $23,400 | $23,401 - $39,000 | $39,001 - $62,400 | Greater than $62,400 |
| 4 | $0 - $26,000 | $26,001 - $43,300 | $43,301 - $69,300 | Greater than $69,300 |
| 5 | $0 - $28,100 | $28,101 - $46,800 | $46,801 - $74,850 | Greater than $74,850 |
| 6 | $0 - $30,200 | $30,201 - $50,250 | $50,251 - $80,400 | Greater than $80,400 |
| 7 | $0 - $32,250 | $32,251 - $53,700 | $53,701 - $85,950 | Greater than $85,950 |
| 8 or more | $0 - $34,350 | $34,351 - $57,200 | $57,201 - $91,500 | Greater than $91,500 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Rusk County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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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# 2024 St. Croix County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $26,100 | $26,101 - $43,500 | $43,501 - $68,500 | Greater than $68,500 |
| 2 | $0 - $29,800 | $29,801 - $49,700 | $49,701 - $78,250 | Greater than $78,250 |
| 3 | $0 - $33,550 | $33,551 - $55,900 | $55,901 - $88,050 | Greater than $88,050 |
| 4 | $0 - $37,250 | $37,251 - $62,100 | $62,101 - $97,800 | Greater than $97,800 |
| 5 | $0 - $40,250 | $40,251 - $67,100 | $67,101 - $105,650 | Greater than $105,650 |
| 6 | $0 - $43,250 | $43,251 - $72,050 | $72,051 - $113,450 | Greater than $113,450 |
| 7 | $0 - $46,200 | $46,201 - $77,050 | $77,051 - $121,300 | Greater than $121,300 |
| 8 or more | $0 - $49,200 | $49,201 - $82,000 | $82,001 - $129,100 | Greater than $129,100 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for St. Croix County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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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# 2024 Sauk County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $20,100 | $20,101 - $33,450 | $33,451 - $53,600 | Greater than $53,600 |
| 2 | $0 - $23,000 | $23,001 - $38,250 | $38,251 - $61,250 | Greater than $61,250 |
| 3 | $0 - $25,850 | $25,851 - $43,050 | $43,051 - $68,900 | Greater than $68,900 |
| 4 | $0 - $28,700 | $28,701 - $47,850 | $47,851 - $76,550 | Greater than $76,550 |
| 5 | $0 - $31,000 | $31,001 - $51,700 | $51,701 - $82,700 | Greater than $82,700 |
| 6 | $0 - $33,300 | $33,301 - $55,550 | $55,551 - $88,800 | Greater than $88,800 |
| 7 | $0 - $35,600 | $35,601 - $59,300 | $59,301 - $94,950 | Greater than $94,950 |
| 8 or more | $0 - $37,900 | $37,901 - $63,150 | $63,151 - $101,050 | Greater than $101,050 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Sauk County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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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# 2024 Sawyer County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $18,200 | $18,201 - $30,350 | $30,351 - $48,550 | Greater than $48,550 |
| 2 | $0 - $20,800 | $20,801 - $34,650 | $34,651 - $55,450 | Greater than $55,450 |
| 3 | $0 - $23,400 | $23,401 - $39,000 | $39,001 - $62,400 | Greater than $62,400 |
| 4 | $0 - $26,000 | $26,001 - $43,300 | $43,301 - $69,300 | Greater than $69,300 |
| 5 | $0 - $28,100 | $28,101 - $46,800 | $46,801 - $74,850 | Greater than $74,850 |
| 6 | $0 - $30,200 | $30,201 - $50,250 | $50,251 - $80,400 | Greater than $80,400 |
| 7 | $0 - $32,250 | $32,251 - $53,700 | $53,701 - $85,950 | Greater than $85,950 |
| 8 or more | $0 - $34,350 | $34,351 - $57,200 | $57,201 - $91,500 | Greater than $91,500 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Sawyer County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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.

Page 2 of 2

# 2024 Shawano County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $18,200 | $18,201 - $30,350 | $30,351 - $48,550 | Greater than $48,550 |
| 2 | $0 - $20,800 | $20,801 - $34,650 | $34,651 - $55,450 | Greater than $55,450 |
| 3 | $0 - $23,400 | $23,401 - $39,000 | $39,001 - $62,400 | Greater than $62,400 |
| 4 | $0 - $26,000 | $26,001 - $43,300 | $43,301 - $69,300 | Greater than $69,300 |
| 5 | $0 - $28,100 | $28,101 - $46,800 | $46,801 - $74,850 | Greater than $74,850 |
| 6 | $0 - $30,200 | $30,201 - $50,250 | $50,251 - $80,400 | Greater than $80,400 |
| 7 | $0 - $32,250 | $32,251 - $53,700 | $53,701 - $85,950 | Greater than $85,950 |
| 8 or more | $0 - $34,350 | $34,351 - $57,200 | $57,201 - $91,500 | Greater than $91,500 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Shawano County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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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# 2024 Sheboygan County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $18,250 | $18,251 - $30,400 | $30,401 - $48,650 | Greater than $48,650 |
| 2 | $0 - $20,850 | $20,851 - $34,750 | $34,751 - $55,600 | Greater than $55,600 |
| 3 | $0 - $23,450 | $23,451 - $39,100 | $39,101 - $62,550 | Greater than $62,550 |
| 4 | $0 - $26,050 | $26,051 - $43,400 | $43,401 - $69,450 | Greater than $69,450 |
| 5 | $0 - $28,150 | $28,151 - $46,900 | $46,901 - $75,050 | Greater than $75,050 |
| 6 | $0 - $30,250 | $30,251 - $50,350 | $50,351 - $80,600 | Greater than $80,600 |
| 7 | $0 - $32,350 | $32,351 - $53,850 | $53,851 - $86,150 | Greater than $86,150 |
| 8 or more | $0 - $34,400 | $34,401 - $57,300 | $57,301 - $91,700 | Greater than $91,700 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Sheboygan County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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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# 2024 Taylor County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $18,200 | $18,201 - $30,350 | $30,351 - $48,550 | Greater than $48,550 |
| 2 | $0 - $20,800 | $20,801 - $34,650 | $34,651 - $55,450 | Greater than $55,450 |
| 3 | $0 - $23,400 | $23,401 - $39,000 | $39,001 - $62,400 | Greater than $62,400 |
| 4 | $0 - $26,000 | $26,001 - $43,300 | $43,301 - $69,300 | Greater than $69,300 |
| 5 | $0 - $28,100 | $28,101 - $46,800 | $46,801 - $74,850 | Greater than $74,850 |
| 6 | $0 - $30,200 | $30,201 - $50,250 | $50,251 - $80,400 | Greater than $80,400 |
| 7 | $0 - $32,250 | $32,251 - $53,700 | $53,701 - $85,950 | Greater than $85,950 |
| 8 or more | $0 - $34,350 | $34,351 - $57,200 | $57,201 - $91,500 | Greater than $91,500 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Taylor County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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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# 2024 Trempealeau County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $19,150 | $19,151 - $31,900 | $31,901 - $51,050 | Greater than $51,050 |
| 2 | $0 - $21,900 | $21,901 - $36,450 | $36,451 - $58,350 | Greater than $58,350 |
| 3 | $0 - $24,650 | $24,651 - $41,000 | $41,001 - $65,650 | Greater than $65,650 |
| 4 | $0 - $27,350 | $27,351 - $45,550 | $45,551 - $72,900 | Greater than $72,900 |
| 5 | $0 - $29,550 | $29,551 - $49,200 | $49,201 - $78,750 | Greater than $78,750 |
| 6 | $0 - $31,750 | $31,751 - $52,850 | $52,851 - $84,600 | Greater than $84,600 |
| 7 | $0 - $33,950 | $33,951 - $56,500 | $56,501 - $90,400 | Greater than $90,400 |
| 8 or more | $0 - $36,150 | $36,151 - $60,150 | $60,151 - $96,250 | Greater than $96,250 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Trempealeau County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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.

Page 2 of 2

# 2024 Vernon County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $18,550 | $18,551 - $30,950 | $30,951 - $49,500 | Greater than $49,500 |
| 2 | $0 - $21,200 | $21,201 - $35,350 | $35,351 - $56,550 | Greater than $56,550 |
| 3 | $0 - $23,850 | $23,851 - $39,750 | $39,751 - $63,600 | Greater than $63,600 |
| 4 | $0 - $26,500 | $26,501 - $44,150 | $44,151 - $70,650 | Greater than $70,650 |
| 5 | $0 - $28,650 | $28,651 - $47,700 | $47,701 - $76,350 | Greater than $76,350 |
| 6 | $0 - $30,750 | $30,751 - $51,250 | $51,251 - $82,000 | Greater than $82,000 |
| 7 | $0 - $32,900 | $32,901 - $54,750 | $54,751 - $87,650 | Greater than $87,650 |
| 8 or more | $0 - $35,000 | $35,001 - $58,300 | $58,301 - $93,300 | Greater than $93,300 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Vernon County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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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# 2024 Vilas County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

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**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $18,200 | $18,201 - $30,350 | $30,351 - $48,550 | Greater than $48,550 |
| 2 | $0 - $20,800 | $20,801 - $34,650 | $34,651 - $55,450 | Greater than $55,450 |
| 3 | $0 - $23,400 | $23,401 - $39,000 | $39,001 - $62,400 | Greater than $62,400 |
| 4 | $0 - $26,000 | $26,001 - $43,300 | $43,301 - $69,300 | Greater than $69,300 |
| 5 | $0 - $28,100 | $28,101 - $46,800 | $46,801 - $74,850 | Greater than $74,850 |
| 6 | $0 - $30,200 | $30,201 - $50,250 | $50,251 - $80,400 | Greater than $80,400 |
| 7 | $0 - $32,250 | $32,251 - $53,700 | $53,701 - $85,950 | Greater than $85,950 |
| 8 or more | $0 - $34,350 | $34,351 - $57,200 | $57,201 - $91,500 | Greater than $91,500 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Vilas County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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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# 2024 Walworth County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

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**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $21,250 | $21,251 - $35,450 | $35,451 - $56,700 | Greater than $56,700 |
| 2 | $0 - $24,300 | $24,301 - $40,500 | $40,501 - $64,800 | Greater than $64,800 |
| 3 | $0 - $27,350 | $27,351 - $45,550 | $45,551 - $72,900 | Greater than $72,900 |
| 4 | $0 - $30,350 | $30,351 - $50,600 | $50,601 - $80,950 | Greater than $80,950 |
| 5 | $0 - $32,800 | $32,801 - $54,650 | $54,651 - $87,450 | Greater than $87,450 |
| 6 | $0 - $35,250 | $35,251 - $58,700 | $58,701 - $93,950 | Greater than $93,950 |
| 7 | $0 - $37,650 | $37,651 - $62,750 | $62,751 - $100,400 | Greater than $100,400 |
| 8 or more | $0 - $40,100 | $40,101 - $66,800 | $66,801 - $106,900 | Greater than $106,900 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Walworth County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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.

Page 2 of 2

# 2024 Washburn County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $18,200 | $18,201 - $30,350 | $30,351 - $48,550 | Greater than $48,550 |
| 2 | $0 - $20,800 | $20,801 - $34,650 | $34,651 - $55,450 | Greater than $55,450 |
| 3 | $0 - $23,400 | $23,401 - $39,000 | $39,001 - $62,400 | Greater than $62,400 |
| 4 | $0 - $26,000 | $26,001 - $43,300 | $43,301 - $69,300 | Greater than $69,300 |
| 5 | $0 - $28,100 | $28,101 - $46,800 | $46,801 - $74,850 | Greater than $74,850 |
| 6 | $0 - $30,200 | $30,201 - $50,250 | $50,251 - $80,400 | Greater than $80,400 |
| 7 | $0 - $32,250 | $32,251 - $53,700 | $53,701 - $85,950 | Greater than $85,950 |
| 8 or more | $0 - $34,350 | $34,351 - $57,200 | $57,201 - $91,500 | Greater than $91,500 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Washburn County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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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# 2024 Washington County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $21,500 | $21,501 - $35,750 | $35,751 - $57,200 | Greater than $57,200 |
| 2 | $0 - $24,550 | $24,551 - $40,850 | $40,851 - $65,400 | Greater than $65,400 |
| 3 | $0 - $27,600 | $27,601 - $45,950 | $45,951 - $73,550 | Greater than $73,550 |
| 4 | $0 - $30,650 | $30,651 - $51,050 | $51,051 - $81,700 | Greater than $81,700 |
| 5 | $0 - $33,150 | $33,151 - $55,150 | $55,151 - $88,250 | Greater than $88,250 |
| 6 | $0 - $35,600 | $35,601 - $59,250 | $59,251 - $94,800 | Greater than $94,800 |
| 7 | $0 - $38,050 | $38,051 - $63,350 | $63,351 - $101,350 | Greater than $101,350 |
| 8 or more | $0 - $40,500 | $40,501 - $67,400 | $67,401 - $107,850 | Greater than $107,850 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Washington County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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.

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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.

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# 2024 Waukesha County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $21,500 | $21,501 - $35,750 | $35,751 - $57,200 | Greater than $57,200 |
| 2 | $0 - $24,550 | $24,551 - $40,850 | $40,851 - $65,400 | Greater than $65,400 |
| 3 | $0 - $27,600 | $27,601 - $45,950 | $45,951 - $73,550 | Greater than $73,550 |
| 4 | $0 - $30,650 | $30,651 - $51,050 | $51,051 - $81,700 | Greater than $81,700 |
| 5 | $0 - $33,150 | $33,151 - $55,150 | $55,151 - $88,250 | Greater than $88,250 |
| 6 | $0 - $35,600 | $35,601 - $59,250 | $59,251 - $94,800 | Greater than $94,800 |
| 7 | $0 - $38,050 | $38,051 - $63,350 | $63,351 - $101,350 | Greater than $101,350 |
| 8 or more | $0 - $40,500 | $40,501 - $67,400 | $67,401 - $107,850 | Greater than $107,850 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Waukesha County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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.

Page 2 of 2

# 2024 Waupaca County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $18,800 | $18,801 - $31,350 | $31,351 - $50,150 | Greater than $50,150 |
| 2 | $0 - $21,500 | $21,501 - $35,800 | $35,801 - $57,300 | Greater than $57,300 |
| 3 | $0 - $24,200 | $24,201 - $40,300 | $40,301 - $64,450 | Greater than $64,450 |
| 4 | $0 - $26,850 | $26,851 - $44,750 | $44,751 - $71,600 | Greater than $71,600 |
| 5 | $0 - $29,000 | $29,001 - $48,350 | $48,351 - $77,350 | Greater than $77,350 |
| 6 | $0 - $31,150 | $31,151 - $51,950 | $51,951 - $83,100 | Greater than $83,100 |
| 7 | $0 - $33,300 | $33,301 - $55,500 | $55,501 - $88,800 | Greater than $88,800 |
| 8 or more | $0 - $35,450 | $35,451 - $59,100 | $59,101 - $94,550 | Greater than $94,550 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Waupaca County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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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# 2024 Waushara County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $18,200 | $18,201 - $30,350 | $30,351 - $48,550 | Greater than $48,550 |
| 2 | $0 - $20,800 | $20,801 - $34,650 | $34,651 - $55,450 | Greater than $55,450 |
| 3 | $0 - $23,400 | $23,401 - $39,000 | $39,001 - $62,400 | Greater than $62,400 |
| 4 | $0 - $26,000 | $26,001 - $43,300 | $43,301 - $69,300 | Greater than $69,300 |
| 5 | $0 - $28,100 | $28,101 - $46,800 | $46,801 - $74,850 | Greater than $74,850 |
| 6 | $0 - $30,200 | $30,201 - $50,250 | $50,251 - $80,400 | Greater than $80,400 |
| 7 | $0 - $32,250 | $32,251 - $53,700 | $53,701 - $85,950 | Greater than $85,950 |
| 8 or more | $0 - $34,350 | $34,351 - $57,200 | $57,201 - $91,500 | Greater than $91,500 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Waushara County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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.

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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.

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# 2024 Winnebago County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

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**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
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| 2 | $0 - $23,800 | $23,801 - $39,600 | $39,601 - $63,350 | Greater than $63,350 |
| 3 | $0 - $26,750 | $26,751 - $44,550 | $44,551 - $71,250 | Greater than $71,250 |
| 4 | $0 - $29,700 | $29,701 - $49,500 | $49,501 - $79,200 | Greater than $79,200 |
| 5 | $0 - $32,100 | $32,101 - $53,450 | $53,451 - $85,550 | Greater than $85,550 |
| 6 | $0 - $34,500 | $34,501 - $57,400 | $57,401 - $91,900 | Greater than $91,900 |
| 7 | $0 - $36,850 | $36,851 - $61,350 | $61,351 - $98,200 | Greater than $98,200 |
| 8 or more | $0 - $39,250 | $39,251 - $65,300 | $65,301 - $104,550 | Greater than $104,550 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Winnebago County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

Page 1 of 2

**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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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5. **Office or Clerical –** Workers in 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 Workers (skilled) –** Workers in manual occupations of relatively high skill 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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# 2024 Wood County

**STATE OF WISCONSIN COMMUNITY DEVELOPMENT BLOCK GRANT**

**CDBG JOBS PROJECT EMPLOYEE SELF CERTIFICATION**

The Business/Employer named above is collecting the following information as a result of participating in the U.S. Department of Housing and Urban Development’s (HUD) Community Development Block Grant (CDBG) program. To meet federal regulations, the Business/Employer is required to collect the data requested below from you. This information is reported to HUD and used by the U.S. Congress to measure the effectiveness of the program. ***Your cooperation helps make it possible for the local community to benefit from this grant program***. ***Your responses and personal information will be kept strictly confidential.***

**Please complete Parts 1 – 4 below.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PART 1: FAMILY INCOME** | | | | |
| **FAMILY SIZE:**  ***Circle # of all people in your family living in your household below.*** | **FAMILY INCOME RANGE:** | | | |
| ***In the same row as your Family Size, please check the box below that represents your annual Family Income Range.*** “Family” includes you and all persons related to you living in your household. Onlyinclude the annual income of the adult family members (age 18 and older) living in your household for the income calculation. | | | |
| **A** | **B** | **C** | **D** |
| 1 | $0 - $18,200 | $18,201 - $30,350 | $30,351 - $48,550 | Greater than $48,550 |
| 2 | $0 - $20,800 | $20,801 - $34,650 | $34,651 - $55,450 | Greater than $55,450 |
| 3 | $0 - $23,400 | $23,401 - $39,000 | $39,001 - $62,400 | Greater than $62,400 |
| 4 | $0 - $26,000 | $26,001 - $43,300 | $43,301 - $69,300 | Greater than $69,300 |
| 5 | $0 - $28,100 | $28,101 - $46,800 | $46,801 - $74,850 | Greater than $74,850 |
| 6 | $0 - $30,200 | $30,201 - $50,250 | $50,251 - $80,400 | Greater than $80,400 |
| 7 | $0 - $32,250 | $32,251 - $53,700 | $53,701 - $85,950 | Greater than $85,950 |
| 8 or more | $0 - $34,350 | $34,351 - $57,200 | $57,201 - $91,500 | Greater than $91,500 |

Source: [2024 HUD CDBG Income Limits](https://www.hudexchange.info/resource/5334/cdbg-income-limits/) (*effective 05/01/2024*) for Wood County

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **PART 2: RACE/ETHNICITY** | | | | | | | |
| **RACE CATEGORY:** | | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* NON-HISPANIC:** | | **In this column, enter the Number (#) in Your Family who are in the RACE Category shown on the Left  *and* HISPANIC:** | | |
| White | | |  | |  | | |
| Black/African American | | |  | |  | | |
| Asian | | |  | |  | | |
| American Indian/ Alaskan Native | | |  | |  | | |
| Native Hawaiian/ Other Pacific Islander | | |  | |  | | |
| American Indian/ Alaskan Native & White | | |  | |  | | |
| Asian & White | | |  | |  | | |
| Black/African American & White | | |  | |  | | |
| American Indian/ Alaskan Native & Black/African American | | |  | |  | | |
| Other Multi-Racial | | |  | |  | | |
| Other | | |  | |  | | |
|  | | |  | |  | | |
| **PART 3: PREVIOUS UNEMPLOYMENT STATUS** | | | | | | | |
| **Were you unemployed prior to applying for employment with this employer?** | | | | YES  NO | | | |
|  | | |  | |  | | |
| **PART 4: EMPLOYEE CERTIFICATION** | | | | | | | |
| ***I certify that the information provided above is true and correct to the best of my knowledge.*** | | | | | | | |
|  | |  |  | | |  |  |
| Printed Full Name | |  | Signature | | |  | Date |

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**Job Category Definitions**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **FOR EMPLOYER USE ONLY:**  ***(ALL ENTRY FIELDS ARE REQUIRED AND MUST BE COMPLETED.)*** | | | | | | |
| **Employee Name:** |  | | **Date Hired:** | / / | | |
| **Position Details:**  Full-Time  Part-Time (Avg. Hours/Week: ) | | | | | |  |
| **Employer-Sponsored Healthcare Plan Offered:**  Yes  No | | | | | | |
| **Position Class:** | |  | | |  | |
| Official/Manager | | Professional | | | Technician | |
| Sales | | Office/Clerical | | | Craft Worker (Skilled) | |
| Operative (Semi-skilled) | | Laborer (Unskilled) | | | Service Worker | |

1. **Officials & Managers -** Workers 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 -** Workers 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 -** Workers 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 -** Workers 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 –** Workers in 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.

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