3.7 NC ESG Income and Asset Calculation Worksheet

CLIENT NAME: _____ DATE: _____ HMIS/ DV ID #: _____

This worksheet is to be utilized by Rapid Rehousing and Prevention providers. **The only NC ESG acceptable replacement for this form, is use of the HUDExchange CPD Income Calculator.** The income calculator can be accessed through this link: https://www.hudexchange.info/incomecalculator/ . If the Subrecipient uses the CPD Income Calculator, the income calculation must be printed and added to the client file. Additional information and training webinar on how to use the CPD Income Calculator can be found here: https://www.hudexchange.info/trainings/courses/using-the-income-calculator-to-determine-annual-income-webinar1/

- For Rapid Rehousing income certification must be completed after financial assistance has been provided for one year.
- For Prevention, income certification is to be completed at intake as a part of eligibility screening, and as part of the recertification process every three months.
- For Rapid Rehousing and Prevention, the client's household income must be at or below 30% of AMI.
  - Under the ESG program, income eligibility is based on the HUD income limits in effect at the time of income verification. Income eligibility is not based on HUD income limits that correspond with the grant year under which the ESG funds were awarded. Income limits can be found here: https://www.huduser.gov/portal/datasets/il.html

The information used to populate this worksheet should come directly from the Third Party Documentation of Income and/or the Client's Self Certification of Income Form.

Income			
Household Member	Source of Income	Calculation: Gross Amount x Pay Period/Frequency =	Annual Income

Assets					
Household Member #	Asset Type	Cash Value of Asset	Interest Rate (%)	Actual Annual Income	Description/Notes

1. Total Income $_____

2. Total Income from Assets $ _____

3. Total Annual Income (Line 1 plus Line 2) $ _____

4. *30% of AMI for your area* $ _____
Household is income ineligible if line 3 is greater than line 4

Verified by:_____ Date_____