



City of Albany
Community Development Block Grant Program
Income Determination Worksheet

APPENDIX B

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All income and assets require verification before eligibility will be granted. Please complete this form using the most recent data to the best of your ability.

Income Includes: all money coming into the household from all persons over 18 years old including gross wages, self employment wages, TANF, social security payments, retirement, disability, alimony, child support, unemployment, social security benefits, interest from bank accounts or investments, and regular gifts of money. Occasional overtime is excluded, but regular overtime is included.

Income Exclusions: The following types of income do NOT need to be reported: SNAP/food stamps, full-time students over 18 living in household earning less than \$480/year, student scholarships, lump sum settlements or inheritances, reimbursements for medical expenses, hostile duty pay, or payments from HUD programs for self-sufficiency attainment.

CALCULATING ANNUAL INCOME (12 months)

Wages/Salary before taxes:

If you know your annual salary, record this.

If paid the same amount each pay period, multiply your pay by the number of paychecks you receive annually.

If paid hourly, calculate the total number of annual hours. To do this, multiply the

of hours worked in one pay period by the # of pay periods in 12

months; then multiply the total annual hours by your hourly rate:

Regular/guaranteed overtime earnings:

Tips, bonuses, commissions, fees, or other compensation:

A. Total Annual Wage/Salary: _____

Other Income (Record all applicable sources of income received annually):

Net income from operation of business:

Social Security payments (total GROSS for the year):

Income from annuities, insurance policies, retirement funds, pensions, disability or death benefits:

Regular gifts or contributions:

Child or alimony support:

Unemployment, workers comp, severance pay:

Public assistance payments (TANF):

Armed Forces pay (except hostile duty pay):

Earned Income Tax Credit:

Gambling, prizes:

Interest, dividends:

B. Total Other Income: _____

TOTAL ALL INCOME (Add A & B together): _____