

# COMMUNITY DEVELOPMENT PROGRAM

## CLIENT INTAKE FORM 2020-2021

Name of Parent:	
Address:	
City/State/Zip	
Home Number:	
Cell Number:	

**NUMBER OF PERSONS IN HOUSEHOLD:**

16 and under	17 to 21	21 to 61	62 or Over

**FEMALE HEAD OF HOUSEHOLD:**       YES       NO

**PLEASE SELECT THE CATEGORY THAT BEST DESCRIBES YOUR RACE/ETHNICITY:**

<input type="checkbox"/> White	<input type="checkbox"/> Asian American	<input type="checkbox"/> American Indian/ Alaska Native & White
<input type="checkbox"/> Black/ African	<input type="checkbox"/> Asian/Pacific Islander	<input type="checkbox"/> American Indian/ Alaskan Native & Black/ African American
<input type="checkbox"/> Black/ African American & White	<input type="checkbox"/> Asian White	<input type="checkbox"/> Native Hawaiian/ Other Pacific Islander
<input type="checkbox"/> Hispanic	<input type="checkbox"/> American Indian/ Alaska Native	<input type="checkbox"/> Other multi-racial

**TOTAL HOUSEHOLD INCOME:**      \$ \_\_\_\_\_

**INCOME CATEGORY:**       Low/Moderate       Very Low       Extremely Low

**TYPE OF INCOME VERIFICATION TO BE MAINTAINED ON FILE:**    **Copy of Benefits Card/Income Tax Return**

**Income verification may include a review of household income records including any of the following:**

Section 8 Statement	Federal W2 Form	Unemployment Insurance Benefit Statement	Federal Income Tax - FEDERAL FORM FILED
SSI/SSA/SSD Statement	Federal W4 Form	<b>** Statement of Income (SEE BELOW)</b>	

**\*\* Statement of Income from employers is NOT sufficient unless accompanied by payroll statement.**

**Please note:** Agency must maintain Income Verification documentation in client file along with Client Intake Form and Submit copy with claim vouchers.

*Client intake forms are on file at the following location: **White Plains Youth Bureau***

## Income Verification & Certification

- 1) You are required to attach a copy of your **Federal Income Tax Form 1040/Year 2019**
- 2) If you did not file an income tax form in the previous year, you must attach **W2 forms from all current employers of all employed household members.**
- 3) **Income Verification and Certification** - This is to verify that your annual household income (last year) is less than: **PLEASE CIRCLE THE APPROPRIATE INCOME**

### 2019 Family Maximum Income

Income Limits	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person
<b>80%</b>	\$ 67,350	\$ 77,000	\$ 86,600	\$96,250	\$103,950	\$ 111,650
<b>60%</b>	\$ 50,550	\$ 57,750	\$ 65,000	\$ 72,200	\$ 77,950	\$ 83,750
<b>50%</b>	\$ 42,150	\$ 48,150	\$ 54,150	\$ 60,150	\$ 65,000	\$ 69,800

The total number of persons residing in my household is \_\_\_\_\_.

Parent/Guardian signature \_\_\_\_\_ Print name \_\_\_\_\_

Income verified by \_\_\_\_\_ Date \_\_\_\_\_