

**HOMELESS PREVENTION AND RAPID RE-HOUSING PROGRAM
CALCULATION WORKSHEET**

Head of Household Name					
Assets (listed on HPRP Screening Intake)					
Family Member	C or I*	Type	Cash Value	Dividend/ Interest Rate	Actual Income
		Totals			
If total cash value of assets exceeds \$5,000, multiply total times HUD passbook rate. (2%) (Add greater of Actual Income from Assets or Imputed Income to non-asset income below)					(A)
*C = Current family owned assets, list cash value					
*I = Imputed, family disposed of assets, include only the difference between market value and the gross amount					
Annual Income (listed on HPRP Screening Intake)*					
Family Member	Wages/ Salaries	Benefits/Pensions	Public Assistance	Other Income	Total
Total Anticipated Income (except assets)					(B)
(A + B)		TOTAL Gross Annual Income (Total Income + Assets)			
					% AMI
**AMI Eligible:				YES	NO
Monthly Tenant Rent and Subsidy					
Contract Rent					
Calculate Monthly Tenant Rent (Gross Annual Income x 1% or .01)					
Calculate Monthly Subsidy (Contract Rent minus Monthly Tenant Rent)					

****Eligibility**

Prevention: Gross Annual Income at admission must be at or below 40% of the AMI. If income after admission exceeds 50% of the AMI, household is no longer eligible for assistance.

- Yes No

Rapid Re-Housing: Gross Annual Income at admission must be at or below 30% of the AMI. If income after admission exceeds 50% of the AMI, household is no longer eligible for assistance.

- Yes No

Income Verification/Program Eligibility: Must be verified at least every 3 months.

Verified By: _____

Date: _____