

EXHIBIT G
(agency name)
Client Information Form

This is for informational purposes. Do not complete this form.

This program uses Community Development Block Grant (CDBG) funds, which are intended to help low- and moderate-income individuals that own or wish to establish a Microenterprise in Minneapolis. A Microenterprise is defined as a business with 5 or fewer employees, with one or more of those employees being the owner. The information requested below is needed to describe the income levels of the people served. The data will be shared with the Minneapolis Department of Community Planning and Economic Development. In any reports, your data will be combined with data from other participants, and you will not be personally identified. In order to participate in this program, you are legally required to supply this information by the US Department of Housing and Urban Development.

Name: _____

Home Address: _____

Business Name or Business Idea: _____

Business Address or Intended Location: _____

City: _____ **State:** _____ **ZIP:** _____

Total number of employees, including the business owner(s): _____

For new business ventures, please describe your anticipated employment needs once your business is established:

The following information is requested to describe the race and ethnicity of program participants:

1. Is your family's ethnicity Hispanic or Latino: Yes No

2. Please check ALL race designations appropriate for your family:

White Black/African American Asian American Indian or Alaskan Native Native Hawaiian/Other Pacific Islander

Income Verification

- 1) First, check the box below next to the line that describes the total number of persons in your family.
- 2) Next, check the income level under that line that describes your total family income. When calculating total family income, please consider all income earned from the sources listed on the reverse side.

1 person in family

- Less than \$17,300
- \$17,300 to \$28,850
- \$28,850 to \$45,100
- More than \$45,100

More than \$51,550

3 persons in family

- Less than \$22,250
- \$22,250 to \$37,050
- \$37,050 to \$58,000
- More than \$58,000

More than \$64,400

2 persons in family

- Less than \$19,800
- \$19,800 to \$32,950
- \$32,950 to \$51,550

4 persons in family

- Less than \$24,700
- \$24,700 to \$41,150
- \$41,150 to \$64,400

5 persons in family

- Less than \$26,700
- \$26,700 to \$44,450
- \$44,450 to \$69,600
- More than \$69,600

7 persons in family

- Less than \$30,650
- \$30,650 to \$51,050
- \$51,050 to \$79,900
- More than \$79,900

6 persons in family

- Less than \$28,700
- \$28,700 to \$47,750
- \$47,750 to \$74,750
- More than \$74,750

8 persons in family

- Less than \$32,650
- \$32,650 to \$54,350
- \$54,350 to \$85,050
- More than \$85,050

IRS Form 1040 Adjusted Gross Income Inclusions and Exclusions

When calculating your IRS Form 1040 Adjusted Gross Income, include the following sources of income:

Wages, salaries, tips, etc.

Taxable interest.

Dividends.

Taxable refunds, credits or offsets of State and local income taxes. There are some exceptions – refer to Form 1040 instructions.

Alimony (or separate maintenance payments) received.

Business income (or loss).

Capital gain (or loss)

Other gains (or losses) (i.e., assets used in a trade or business that were exchanged or sold).

Taxable amount of individual retirement account (IRA) distributions. (Includes simplified employee pension [SEP] and savings incentive match plan for employees [SIMPLE] IRA.)

Taxable amount of pension and annuity payments.

Rental real estate, royalties, partnerships, S corporations, trust, etc.

Farm income (or loss)

Unemployment compensation payments.

Taxable amount of Social Security benefits.

Other income. (Includes: prizes and awards; gambling, lottery or raffle winnings; jury duty fees; Alaska Permanent fund dividends; reimbursements for amounts deducted in previous years; income from the rental of property if not in the business of renting such property; and income from an activity not engaged in for profit).

Do not include the following in your Gross Income calculation:

Child support.

Money or property that was inherited, willed or given as a gift.

Life insurance proceeds received as a result of someone's death.

I certify that the information on this form is accurate and complete. I authorize (agency name) and/or the City of Minneapolis to verify information provided, if necessary.

Signed by Participant: _____

Date: _____

Warning: Section 1001 of Title 18 of U.S. Code makes it a criminal offense to make false statements or misrepresentations to any Department or Agency of the U.S. as to matters within its jurisdiction.