

## Zero Income Determination Worksheet For HCV and LIPH

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_ SSN (last 4 digits) \_\_\_\_\_

This worksheet is to be completed for all Households who have declared Total Household Income to be \$0 per month. This form will be completed by the Head of Household (HOH) prior to admission, and approximately every 90 days thereafter until no longer applicable. In order to continue to receive Housing Assistance, you must answer all questions.

**WARNING: Title 18, Section 1001 of the U.S. Code, states that a person is guilty of a felony for knowingly and willingly making false or fraudulent statements to any Department or Agency of the U.S. or the Department of Housing and Urban Development. NOTICE: Any attempt to obtain Assisted Housing, any rent subsidy or rent reduction by false information, impersonation, failure to disclose or other fraud, and any act of assistance to such attempt is a crime and shall be fined not more than \$10,000 or imprisoned for not more than five years, or both.**

**\*Note\* According to HUD Regulation 24CFR5.609 (7): Periodic and determinable allowances such as alimony, child support, and regular contributions or gifts received from organizations or from persons not residing in the dwelling (household) are income.**

### #1 – Food Expenses:

Do you or does anyone in your household receive Food Stamps?  Yes  No

If “Yes” to the above, what is the monthly value of the food stamps? \$ \_\_\_\_\_

If “No” to above, how do you pay the monthly grocery bill?

\_\_\_\_\_

If “No” to above, how much is the monthly grocery bill? \$ \_\_\_\_\_

## #2 – Paper Products

What is the monthly value of paper products used by your household? (Include napkins, toilet paper, paper towels, trash bags, diapers and other paper goods.) \$ \_\_\_\_\_

How does your household pay for paper products? \_\_\_\_\_

## #3 – Grooming Products

What is the monthly value of grooming products and services used by your household? (Include soap, deodorant, shampoo, toothbrushes, toothpaste, dental floss, cosmetics, hair color, barber, beautician services, etc.) \$ \_\_\_\_\_

How does your household pay for the cost of grooming products and services?  
\_\_\_\_\_

## #4 – Cleaning Products

What is the monthly value of cleaning products used by your household? (Include dishwashing soap, laundry detergent, and household cleaning products.) \$ \_\_\_\_\_

How does your household pay for cleaning products? \_\_\_\_\_  
\_\_\_\_\_

## #5 – Transportation Expenses

Do you, or does someone in your household, own an automobile?  Yes  No

If “Yes” to the above, are there still payments due?  Yes  No

If “Yes” what is the monthly automobile payment? \$ \_\_\_\_\_

If “Yes” to the above, what are the average monthly costs spent on the following:

Gas \$ \_\_\_\_\_ Maintenance \$ \_\_\_\_\_ Insurance

\$ \_\_\_\_\_

Tires \$ \_\_\_\_\_

If “No” to the above, how do you get around? \_\_\_\_\_

## #6 – Entertainment Expenses

Does your household have a cable or satellite TV connection?  Yes  No

If “Yes” to the above, what is the average monthly cost? \$ \_\_\_\_\_

If “Yes” to the above, how does your household pay for cable/satellite TV service?  
\_\_\_\_\_

What are the monthly costs of the following types of entertainment for your household?

Magazines \$ \_\_\_\_\_ Movies \$ \_\_\_\_\_

Streaming Services \$ \_\_\_\_\_ Club Memberships \$ \_\_\_\_\_

Sporting Events \$ \_\_\_\_\_ Liquor/Beer/Wine \$ \_\_\_\_\_

Lottery tickets \$ \_\_\_\_\_ Vacations \$ \_\_\_\_\_

How does your household pay for other entertainment costs?

\_\_\_\_\_

### #7 – Clothing Expenses

What is the average monthly cost of clothing and shoes for the household?

\$ \_\_\_\_\_

How does your household pay for clothing and shoes?

\_\_\_\_\_

### #8 – Smoking Expenses

Does anyone in the household smoke or chew tobacco?  Yes  No

If “Yes” to the above, what is the average monthly cost? \$ \_\_\_\_\_

If “Yes” to the above, how does your household pay for the cost?

\_\_\_\_\_

### #9 – Communication Expenses

Do you or anyone in your household have a telephone?  Yes  No

If “Yes” to the above, what is the monthly cost of the telephone service? \$ \_\_\_\_\_

If “Yes” to the above, how does your household pay for the cost?

\_\_\_\_\_

Do you or anyone in your household have a cell phone?  Yes  No

If “Yes” to the above, what is the monthly cost of the cell phone service? \$ \_\_\_\_\_

If “Yes” to the above, how does your household pay for the cost? \_\_\_\_\_

Do you or anyone in your household have Internet service?  Yes  No

If “Yes” to the above, what is the monthly cost of the Internet service? \$ \_\_\_\_\_

If “Yes” to the above, how does your household pay for the cost? \_\_\_\_\_

\_\_\_\_\_

### #10 – Shelter Expenses

What is the average monthly cost for the following?

Electric \$ \_\_\_\_\_ Gas \$ \_\_\_\_\_ Water & Sewer \$ \_\_\_\_\_

How do you or members of your household pay the cost of the above?

\_\_\_\_\_

### #11 – Medical Expenses

Do you or any member of your household have any unreimbursed medical and/or prescription expenses?  Yes  No

If “Yes” to the above, what is the average monthly cost? \$ \_\_\_\_\_

If “Yes” to the above, how does your household pay for unreimbursed medical expenses? \_\_\_\_\_

### #12 – Pet Expenses

Do you or does anyone in your household have a pet?  Yes  No

If “Yes” to the above, list the monthly expenses for the following: Pet Food \$ \_\_\_\_\_

Veterinary Care \$ \_\_\_\_\_ Pet Supplies \$ \_\_\_\_\_

If “Yes” to the above, how do you and/or members of your household pay for pet expenses? \_\_\_\_\_

### #13 – Miscellaneous Expenses

Listed below are a series of additional miscellaneous expenses your household might have. Indicate the monthly amount your household spends on any applicable expenses and the amounts contributed toward the expenses:

Church contributions \$ \_\_\_\_\_ Unreimbursed Educational Expenses  
\$ \_\_\_\_\_

Unreimbursed Childcare Expenses \$ \_\_\_\_\_ Unreimbursed Job Expenses  
\$ \_\_\_\_\_

**Authorizations and Acknowledgments:**

I, the undersigned, do hereby acknowledge this document. I understand that any misrepresentation of information or failure to disclose information requested on this application may disqualify me from consideration for participation, and may be grounds for termination of assistance.

Signature of Head of Household \_\_\_\_\_

Date: \_\_\_\_\_

Other Adult Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Other Adult Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Other Adult Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Other Adult Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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Date: \_\_\_\_\_