

Workforce Recovery Training Program

Public Questions & Responses



Q. What specific forms of documentation are acceptable for income verification for the Workforce Recovery Training Program?

A. For the Workforce Recovery Training Program, income is calculated and verified using the following criteria:

Annual income as reported under the Census long-form for the most recent available decennial Census. This definition includes:

- (A)** Wages, salaries, tips, commissions, etc.;
- (B)** Self-employment income from own nonfarm business, including proprietorships and partnerships;
- (C)** Farm self-employment income;
- (D)** Interest, dividends, net rental income, or income from estates or trusts;
- (E)** Social Security or railroad retirement;
- (F)** Supplemental Security Income, Aid to Families with Dependent Children, or other public assistance or public welfare programs;
- (G)** Retirement, survivor, or disability pensions; and
- (H)** Any other sources of income received regularly, including Veterans' (VA) payments, unemployment compensation, and alimony.

Income eligibility is determined based on total household income and total household size. Subrecipients are responsible for obtaining documentation verifying income for all applicable household members.

CDBG regulations permit self-certification of income for public service activities as referenced in 24 CFR 570.506(b). Subrecipients must develop policies and procedures relating to participant income self-certification.