

# Empire Pandemic Response Reimbursement Fund

## Household Income Pre-Application Check

**Definition of Household:** For this grant, “household” is defined to include the applicant and/or one or more people living in the same household who are related to the applicant by birth, marriage, or adoption during the period March 1, 2020 through date of application submission. Relatives who are *not dependents* (such as aunts, uncles, parents, grandparents, children that are not dependents and applicant siblings) are *not* to be included. **For your calculation of income eligibility, the number of people in your applicant household should match the number of people, including dependents and spouse filing jointly, listed on your uploaded income tax form(s).**

**For spouses filing separately:** If the applicant lives with their spouse who files a separate tax return, both tax filers and all of the dependents listed on both returns are considered the “household.”

The following information should match the information in the 2019 or 2020 IRS tax return documents which you will upload with this application (see Income Upload page later in your task list).

### To qualify for this grant, applicants must:

- ▶ have documented 2019 or 2020 household Adjusted Gross Income at or below 500% of the poverty level for the number of family members residing in the household, as indicated below.

### Applicant Household Adjusted Gross Income Eligibility Chart

You are eligible if your annual household Adjusted Gross Income (see definition of household above) is at or below the amount indicated for the number of people residing in the household as defined in the chart below. **Do not include income of household members reported as dependents on your income tax form. Make sure to include the income of a spouse who lived with you that tax year, whether filing a tax return jointly or separately.**

Number of Household Members (minors and adults)	Adjusted Gross Income Level
1	\$62,240
2	\$79,385
3	\$95,575
4	\$125,470
5	\$148,570
6	\$168,090
7	\$190,865
8	\$213,420
9	\$235,520
10	\$257,620

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The following worksheets for 2019 and 2020 are available for you to check your income against program requirements before you apply.

## 2019 Tax Year

**Did you and your spouse use the Filing Status “Married filing separately” on your 2019 tax return(s)?**

**Were you and your spouse residing at the same address during 2019?**

- If you answered YES to BOTH questions, you **must** include your spouse’s additional tax return information in the household income calculation.

**Did you file jointly with your spouse?**

- If you answered YES then the full information from your joint tax return **must** be included in the household income calculation.

## 2019 Household Income Worksheet

Complete this form using the information from your **2019** IRS tax return:

- ▶ Applicant / Spouse:
  - If applicant was single or filed taxes separately from spouse who was living with them, enter one (1) in the first row
  - If applicant was married and filed jointly, enter two (2) in the first row
  - If spouse lived with the applicant in 2019 and filed a separate tax return, enter one (1) in the second row
- ▶ Number of Dependents: Include all dependents listed on the tax return (enter “0” if no dependents)
- ▶ Adjusted Gross Income: 1040 Form Line 8b for 2019

2019 Household Income Worksheet			
	Applicant / Spouse	Number of Dependents	Adjusted Gross Income
Applicant – Tax Return Info			
If Spouse Filed Separately – Tax Return Info			
<b>TOTALS</b>			

To find the number of household members, add the total number for applicant / spouse and total number of dependents from the total fields on the Household Income Worksheet above.

Applicant / Spouse Total	Number of Dependents Total	Number of Household Members
	+	=
_____	_____	_____

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Compare your total household information to the **Applicant Household Adjusted Gross Income Eligibility Chart** on page 1.

- ▶ If your total income is *equal to or less than* the Adjusted Gross Income Level amount on the chart, *you are eligible* to apply for this program.
- ▶ If your total income is *more* than the Adjusted Gross Income Level amount on the chart, your household income from 2019 does *not meet* the requirement for this application (see the 2020 worksheet below).

## 2020 Tax Year

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***Did you and your spouse use the Filing Status “Married filing separately” on your 2020 tax return/s?***

***Were you and your spouse residing at the same address during 2020?***

- If you answered YES to BOTH questions, you must include your spouse’s tax return information in the household income calculation.

***Did you file jointly with your spouse?***

- If you answered YES then the full information from your joint tax return must be included in the household income calculation.

## 2020 Household Income Worksheet

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Complete this form using the information from the **2020** IRS tax return:

- ▶ Applicant / Spouse:
  - If applicant was single or filed taxes separately from spouse who was living with them, enter one (1) in the first row
  - If applicant was married and filed jointly, enter two (2) in the first row
  - If spouse lived with the applicant in 2019 and filed a separate tax return, enter one (1) in the second row
- ▶ Number of Dependents: Include all dependents listed on the tax return (enter “0” if no dependents)
- ▶ Adjusted Gross Income: 1040 Form Line 11 for 2020

2020 Household Income Worksheet			
	Applicant / Spouse	Number of Dependents	Adjusted Gross Income
<b>Applicant – Tax Return Info</b>			
<b>If Spouse Filed Separately – Tax Return Info</b>			
<b>TOTALS</b>			

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To find the number of household members, add the total number for applicant / spouse and total number of dependents from the total fields on the Household Income Worksheet above.

Applicant / Spouse Total	Number of Dependents Total	Number of Household Members
	+	=

Compare your total household information to the **Applicant Household Adjusted Gross Income Eligibility** Chart on page 1.

- If your total income is *equal to or less than* the Adjusted Gross Income Level amount on the chart, you *are eligible* to apply for this program.
- If your total income is *more* than the Adjusted Gross Income Level amount on the chart, your household income from 2020 *does not* meet the requirement for this application.

If your 2019 *and* 2020 household income are **above** the allowable income level, you **do not** qualify for an award