

File Review Worksheet

Family Name: _____

Last 4 SSN: _____

Action Type: _____ Eff. Date: _____

Meets AI Requirements: []Yes; []No

Income	Member # and Source	Amount	Frequency	Total
	Wages	\$532.28	x 26	= \$13,839
	SSI	\$585.54	x 12	= \$7,026
Verified?			x	= \$0
[<input type="checkbox"/>]Yes; [<input type="checkbox"/>]No			x	= \$0
			x	= \$0
Total Income:				\$20,866

Allowances	Expense Type	Amount	Calculation	
	Number of Dependents	1	x \$480	= \$480
	Child Care Expenses		x	= \$0
Verified?	Elderly/Disabled Head/Spouse	0	x \$400	= \$0
[<input type="checkbox"/>]Yes; [<input type="checkbox"/>]No	Medical Expenses		- \$0	= \$0
	Handicapped Assistance Expense			
Total Allowances:				\$480

Assets	Member # and Asset Type	Cash Value	Interes	Anticipate
	Wells Fargo - chk	\$531	x 0.00%	= \$0
	USAA - chk	\$58	x 0.00%	= \$0
Verified?			x	= \$0
[<input type="checkbox"/>]Yes; [<input type="checkbox"/>]No	Column Totals:	\$589		\$0
	HUD Passbook Rate:	0.06%	Imputed Asset Income:	\$0
Final Asset Income:				\$0

Total Tenant Payment (TTP):	\$510
Annual Income:	\$20,866
Monthly Gross Income:	\$1,739
10% of Monthly Gross Income:	\$174
Total Deductions:	-\$480
Annual Adjusted Income:	\$20,386
Monthly Adjusted Income:	\$1,699
30% of Monthly Adjusted Income:	\$510
40% of Monthly Adjusted Income:	\$680
Minimum Rent:	\$50

Maximum Initial Rent Burden	
(New Admissions & Moves)	
Lower of Voucher & Unit Size:	4
Payment Standard:	\$1,359
Utility Allowance:	\$239
Contract Rent:	\$1,000
Gross Rent:	\$1,239
Effective Payment Standard:	\$1,239
Maximum Subsidy:	\$729
Total Family Contribution:	\$510
Affordability Check:	30.00%

	50058	File Calc	Review	Correct?	Notes
1. AI:	\$22,425	\$22,425	\$20,866	[<input type="checkbox"/>]Yes; [<input type="checkbox"/>]No	
2. Deducts:	-\$3,280	-\$3,280	-\$480	[<input type="checkbox"/>]Yes; [<input type="checkbox"/>]No	
3. Adj AI:	\$19,145	\$19,145	\$20,386	[<input type="checkbox"/>]Yes; [<input type="checkbox"/>]No	
4. TTP:	\$479	\$479	\$510	[<input type="checkbox"/>]Yes; [<input type="checkbox"/>]No	
5. UA:	\$239	\$239	\$239	[<input type="checkbox"/>]Yes; [<input type="checkbox"/>]No	
6. HAP:	\$780	\$780	\$729	[<input type="checkbox"/>]Yes; [<input type="checkbox"/>]No	
7. HAP/URP Payments:		\$780	\$780	[<input type="checkbox"/>]Yes; [<input type="checkbox"/>]No	

Signature: _____

Title: _____

Date: _____