

**City of Utica  
Employee Questionnaire**

This employer has received financial assistance from the City of Utica and the U.S. Department of Housing and Urban Development Community Development Block Grant program under the COVID-19 Stimulus Loan Program. A condition of the receipt of this assistance is that all prospective employees of the firm must provide certain information regarding their family as of the day prior to application or hiring. Please provide the information requested below. Your responses will be kept entirely confidential.

Employee Name: \_\_\_\_\_

Name of Employer: \_\_\_\_\_

Position: \_\_\_\_\_ Date of Hire: \_\_\_\_\_

**Please circle the appropriate number of persons in your family (family is defined as all persons living in the same household who are related by birth, marriage, or adoption) as of February 15, 2020.** Then check the income range that most closely matches the total of the annualized income(s) of your family as of February 15, 2020.

	Below	Between	Above
1 Person	___ \$25,100 ___	___ \$40,150 ___	_____
2 Persons	___ \$28,700 ___	___ \$45,900 ___	_____
3 Persons	___ \$32,300 ___	___ \$51,650 ___	_____
4 Persons	___ \$35,850 ___	___ \$57,350 ___	_____
5 Persons	___ \$38,750 ___	___ \$61,950 ___	_____
6 Persons	___ \$41,600 ___	___ \$66,550 ___	_____
7 Persons	___ \$44,500 ___	___ \$71,150 ___	_____
8 Persons	___ \$47,350 ___	___ \$75,750 ___	_____

In order to assure that non-discrimination requirements of the HUD program are being met, you are requested (but not required) to complete the following.

**"I consider myself to be one of the following" (check appropriate category):**

\_\_\_ White, \_\_\_ Asian, \_\_\_ Black, \_\_\_ Hispanic, \_\_\_ Native American

**Is your household female-headed?** \_\_\_ Yes \_\_\_ No

The information provided is true to the best of my knowledge.

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

**EMPLOYER CERTIFICATION**

The above person was hired on: \_\_\_\_\_ as a \_\_\_ Full Time or \_\_\_ Part Time employee.

Signed: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_