



BUDGET

Family Certification Worksheet – Emergency Assistance

Interview Date: _____

Report Type: United Way Homeless prevention

Family Composition: #of Adults _____ # of Children _____

Income Checklist:

YES	NO		YES	NO	
		Earned Income			Interest from Savings Accts.
\$		Gross "Pre Tax"			Rental Income
\$		Net "Take-Home"			
		Self-Employment Income			Other Interest Income
		Unemployment Income			Veteran's Benefits
		Temporary Assistance			Disability Insurance Payments
		Public Assistance			Alimony
		Temporary Disability Program			Insurance Dividends Received
		SSI			Royalties
		SSD			Private or Government Pensions
		Regular contributions from someone outside the household			Other: _____
		Child Support			

Family Member	Income Source	Annual Amount
EXPENSES		MONTHLY AMOUNT
RENT		
UTILITIES		
CABLE/PHONE		
CELL		
CAR PAYMENT		
CAR INSURANCE		
FOOD		
GAS		
CREDIT CARD		
MEDICAL		
OTHER		



Asset Checklist:

YES	NO		YES	NO	
		Checking Account			Stocks, Bonds, Mutual Funds
		Savings Account			Real Estate Equity
		Certificate of Deposit			Other Interest Income
		Credit Union Account			US Savings Bonds, Treasury Notes
		Automobile Make: Model: Year:			Life Insurance (cash value)
		Safe Deposit Box			Cash on Hand

Family Member		Amount/Value

Total Income _____ x 48% / 12 = _____ - _____ = _____
Utility Allow. Max. Rent Allowed

Contract Rent/Mortgage: _____ + _____ Utility Allowance = _____ Gross Rent

Reason for need of assistance:

Caseworker

Date

Head of Household

Date

Return to: Kelsey Vargas, Director of Program Services
RUPCO
 289 Fair Street, Kingston, NY 12401
 (845) 331-2140 fax (845) 331-6217 **ATTN: Kelsey Vargas**
 email: kvargas@rupco.org