Job Certification Summary **- Employer**

A. PROJECT NAME: _____

As per the loan or grant/project agreement between Lake County and_____(business):

_____ full-time Equivalent (FTE) jobs were to be created and _____ jobs were to be retained. Of these jobs, _____ were to be taken by or made available to persons from low- and moderate-income households (LMI).

1. The company's current level of employment is: _____ The project was completed on: _____
2. The company's level of employment prior to receiving assistance was: _____
3. The job creation period extended through: _____

B. INCOME SUMMARY:

1. As of this date, ____ FTE jobs were created and ____ FTE were retained.
2. Of the jobs created and retained, _____ jobs were taken by persons from low- and moderate-income households (attach copies of job benefit verification forms).
3. Of the _____ LMI jobs, _____ qualify at the 80% level, ____ qualify at the 50% level, and ____ qualify at the 30% level. _____ of the jobs created were taken by persons who were unemployed at the time of hire.

	Income Limits FY 2020		
*Family Size	<30%	31-50%	51-80%
1	$16,000	$26,600	$42,600

*Use of HUD Waiver Docket No. FR-6218-N-01, Section III.B.5.(d)(iii) LMI Job Creation and Retention Records.

C. Please provide a year to date payroll report.

D. ETHNICITY AND RACE SUMMARY:

_____/_____ White/Hispanic
_____/_____ Black-African American/Hispanic
_____/_____ American Indian-Alaska Native/Hispanic
_____/_____ Asian/Hispanic, Native Hawaiian-Other Pacific Islander/Hispanic
_____/_____ American Indian-Alaska Native & White/Hispanic
_____/_____ Black-African American & White/Hispanic
_____/_____ American Indian-Alaska Native & Black-African American/Hispanic
_____/_____ Asian & White/Hispanic
_____/_____ Other Multi-Racial/Hispanic

E. GENDER AND DISABILITY SUMMARY:
Female heads of household filled ____ of these jobs. Disabled individuals filled ____ of these jobs.

F. JOB CLASSIFICATION SUMMARY:
Of the _____ jobs created and/or retained, _____ of these jobs are classified as manager or professional, _____ of these jobs are classified as sales, _____ of these jobs are classified as office/clerical, _____ of these jobs are classified as service, _____ of these jobs are classified as technicians, and _____ of these jobs are classified as other.

G. A narrative explanation must be attached to this form to justify a difference between the projected and actual job creation figures.

The undersigned business representatives certify that this is an accurate accounting of the job creation/retention resulting from the above-named project.

Business C.E.O.: _____ MENTOR Staff.: _____

Date: _____ Date: _____