

LIMITED CLIENTELE ACTIVITIES (LMC) NATIONAL OBJECTIVE

Limited clientele activities are those that will benefit specific populations (e.g., youth, seniors, job-seekers), at least 51% of whom must be low and moderate-income persons¹.

Examples might include, but are not limited to: the construction of a senior center; social services for the homeless; improvements to child care facilities or funding child care services; meals on wheels for the elderly; and, construction of job training facilities for the disabled.

The activity must meet one of the following qualifying criteria:

1. The activity must have income eligibility requirements that limit the activity exclusively to low and moderate-income persons.
2. The activity must meet the income eligibility requirements and determine the annual family income requirements for all beneficiaries (customers) and result in 51% or more of all the beneficiaries being low and moderate-income persons.
3. The activity must *exclusively* serve/benefit a group of persons in any one or a combination of categories generally presumed by HUD to be principally low or moderate-income: abused children, battered spouses, elderly persons, adults meeting the definition of “severely disabled,” homeless persons, illiterate adults, persons living with AIDS, and migrant farm workers.
4. The activities must be of such nature and in such location that it may be reasonably concluded that the activity’s clientele will primarily be low or moderate-income persons².

Documentation for application / PEP:

1. A sample of the intake form that will be used for the project showing the family size and annual family income as well as the race and ethnicity information for each person receiving the benefit. A self-certification form may be used, but at least 10% of the forms must have the family income documented.

OR

2. Documentation showing that the activity is exclusively designed for and will benefit a segment of the population presumed by HUD to be low or moderate-income.
3. A picture of the project before work is done **if** construction/rehab project.
4. Timeline of milestones detailed **if** construction/rehab project.

EXAMPLE OF DOCUMENTATION ATTACHED.

¹ Low-income persons are people whose annual family income falls below 80% of the area median family income based on family size. Family means all persons related by birth, marriage or adoption living in the same household. “Family” is different than “household”. Two different families may live in the same household. A single person can be a “family”. HUD updates annual family income limits every year. Service providers must also update their income limits as appropriate.

² Use of this option is rare and may require prior review / approval by HUD.

**CITY OF LOS ANGELES
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
SELF-CERTIFICATION FORM**

Information on annual family income is required to determine client eligibility for certain services funded by the City of Los Angeles through the Community Development Block Grant (CDBG) program. Each applicant applying for assistance must review the 2023 CDBG Income Guidelines noted below and then circle their Family Size and the corresponding Family Income Range in that row.

NOTE: "Income" is the total annual income of all family members as of the date that federal-funded assistance is provided. Additional expected sources of income and the amount expected during the period of federal assistance must be included in this calculation of annual family income. All income for all persons in the family **must** be included in calculating family income, whether or not the family member receives assistance. Types of income to be included are: wages, tips, self-employment income, interest/dividends, SSI or other public assistance, social security or other income received on a regular basis such as VA payments, retirement benefits, unemployment compensation, etc.

2023 CDBG Income Guidelines – (Circle the appropriate boxes.)

Family Size	Extremely Low-Income	Very Low-Income "Low"	Low-Income "Mod"	Above 80% of Median Income
1 Person	\$0 - \$26,500	\$26,501 - \$44,150	\$44,151 - \$70,650	\$70,651 +
2 Person	\$0 - \$30,300	\$30,301 - \$50,450	\$50,451 - \$80,750	\$80,751 +
3 Person	\$0 - \$34,100	\$34,101 - \$56,750	\$56,751 - \$90,850	\$90,851 +
4 Person	\$0 - \$37,850	\$37,851 - \$63,050	\$63,051 - \$100,900	\$100,901 +
5 Person	\$0 - \$40,900	\$40,901 - \$68,100	\$68,101 - \$109,000	\$109,001 +
6 Person	\$0 - \$43,950	\$43,951 - \$73,150	\$73,151 - \$117,050	\$117,051 +
7 Person	\$0 - \$46,950	\$46,951 - \$78,200	\$78,201 - \$121,150	\$121,151 +
8 Person	\$0 - \$50,000	\$50,001 - \$83,250	\$83,251 - \$133,200	\$133,201 +

Presumed Low and Moderate-Income Persons

In some cases, a funded program may generally presume that an individual meets the federal income requirements because the funded activity(ies) exclusively serve a group of persons in any one or a combination of the following 8 categories. If using this method to certify eligibility, a client must check the box next to the category(ies) of which they are a member:

"Severely disabled" Adult	<input type="checkbox"/>	Persons Living with AIDS	<input type="checkbox"/>
Elderly Persons (62 and older)	<input type="checkbox"/>	Illiterate Adults	<input type="checkbox"/>
Battered Spouse	<input type="checkbox"/>	Migrant Farm Workers	<input type="checkbox"/>
Homeless Persons	<input type="checkbox"/>	Abused Children	<input type="checkbox"/>

Race (check one of the following 10 categories)

American Indian or Alaska Native	<input type="checkbox"/>	American Indian or Alaskan Native AND White	<input type="checkbox"/>
Asian	<input type="checkbox"/>	Asian AND White	<input type="checkbox"/>
Black or African American	<input type="checkbox"/>	Black/African American AND White	<input type="checkbox"/>
Native Hawaiian or Other Pacific Islander	<input type="checkbox"/>	American Indian/Alaskan Native AND Black/African-American	<input type="checkbox"/>
White	<input type="checkbox"/>	Balance / Other	<input type="checkbox"/>

Ethnicity (check one)

Hispanic / Latino	<input type="checkbox"/>
Not Hispanic / Latino	<input type="checkbox"/>

I certify that the information provided on this form is accurate and complete, and that I am a resident of the City of Los Angeles.

I further acknowledge that eligibility for services funded through the CDBG program is based upon having a qualifying annual family income level or belonging to a group that is presumed to be low or moderate-income, and that the income levels and/or status I have indicated in this self-certification may be subject to further verification by the agency providing services, the City of Los Angeles and/or the U.S. Department of Housing and Urban Development (HUD).

I therefore authorize such verification and will provide supporting documents if requested. I acknowledge providing false information shall be grounds for termination from the program/services.

Applicant's Name (Please Print): _____

Applicant's Signature _____ **Date** _____

(Signature of a parent or guardian person to receive services is a minor)

Applicant's Address _____

Agency Staff Name (Please Print): _____ **Date** _____

Agency Staff Signature _____