**SAMPLE LOW AND MODERATE INCOME WORKSHEET**

**PART A. INFORMATION CONTAINED IN YOUR SURVEY**

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| 1. | Enter the estimated total number of families in the target area. |  |
| 2. | Enter the total number of families interviewed. |  |
| 3. | Enter the total number of low- and moderate-income families interviewed. |  |
| 4. | Enter the total number of persons living in the low- and moderate income families interviewed. |  |
| 5. | Enter the total number of non-low and moderate-income families interviewed. |  |
| 6. | Enter the total number of persons living in the non-low and moderate families. |  |

**PART B. CALCULATIONS BASED ON DATA CONTAINED IN YOUR SURVEY**

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| 7. | Divide Line 4 by Line 3. {This is the average size of the low-mod family you interviewed) |  |
| 8. | Divide Line 6 by Line 5. (This is the average size of non-low-mod family you interviewed) |  |
| 9. | Divide Line 3 by Line 2. (This is the proportion of families interviewed that have low and moderate incomes) |  |
| 10. | Divide Line 5 by Line 2. (This is the proportion of families interviewed that do not have low and moderate incomes) |  |
| 11. | Multiply Line 1 by Line 9. (This is the estimate of the total number of low-mod families in your target area) |  |
| 12. | Multiply Line 1 by Line 10. (This is the estimate of the total number of non-low-mod families in your target area.) |  |
| 13. | Multiply Line 7 by Line 11. (This is the estimate of the total number of low-mod persons in your target area.) |  |
| 14. | Multiply Line 8 by Line 12. (This is the estimate of the total number of non-low-mod persons in your target area.) |  |
| 15. | Add Line 13 and Line 14. (This is the estimate of the total number of persons in your target area) |  |
| 16. | Divide Line 13 by Line 15, and multiply the resulting decimal by 100.  (This is the estimated percentage of persons in your target area who have low and moderate Incomes.) |  |

**INSTRUCTION AND EXPLANATIONS**

When you are completing Part A, be sure that the answers are logical. For example, the number of Line 4 cannot be smaller than the number on Line 3 (because every family must have at least one person). Similarly, the number on Line 6 cannot be less than the number on Line 5. Also note that the number on Line 3 plus the number on Line 5 should equal the number on Line 2 -- every family is either low and moderate income or it is not.

Line 1. The number that goes on Line 1 is something you needed to know before drawing your sample. In the course of your survey, you may have refined your original estimate. On Line 1, you should enter your current best estimate of the total number of families in the area.

Line 2. For the number of families interviewed, you want the total number of interviews with complete and accurate information on the income.

Some examples for Part B: For purposes of illustration, assume that you estimated that the target area contained 650 families (Line 1). Assume that you interviewed 250 families (Line 2), of whom 130 had low and moderate incomes (Line 3). These low and moderate income families contained 450 persons (Line 4). The 120 families with incomes above the low and moderate income level (Line 5) contained 400 persons (Line 6). You would complete Part B- as-follows:

Line 7. If the families you interviewed contained 450 low-mod persons in 130 families, the number on Line 7 would be about 3.46 (450/130).

Line 8. If the families you interviewed contained 400 non-low-mod persons in 120 families, the number on Line 8 would be about 3.33 (400/120).

Line 9. If you interviewed a total of 250 families, 130 of which had low and moderate incomes, the number on Line 9 would be about .52 (130/250).

Line 10. If 120 of the 250 families you interviewed did not have low and moderate incomes, the number on line 10 would be about .48 (120/250).

Line 11. If your target area contained an estimated 650 families, and you interviewed 250, of which 130 had low and moderate incomes, the number on Line 11 would be about 338 (650 x .52).

Line 12. Continuing with the example, Line 12 would be about 312 (650 x .48).

Line 13. 3.46 persons per low-mod family times 338 low-mod families--line 13 would be about 1,169.

Line 14. 3.33 persons per non-low-mod family times 312 non-low-mod families-- Line 14 would be about 1,039.

Line 15. Total low-mod persons (1,169) plus total non-low-mod persons (1.039) -- Line 15 would be about 2,208 estimated total persons

Line 16. 1,169 low-mod persons divided by 2,208 total persons yields about .5294. Multiplied by 100, this gives an estimate that about 52.94 percent of the residents have low and moderate incomes.