# ASSET SELF-CERTIFICATION WORKSHEET

This worksheet accompanies the Asset Self-Certification. Complete **either** Part I *or* Part II depending on the nature of the types of assets disclosed by the family on the Asset Self-Certification. When the total net family assets are less than or equal to the applicable Imputed Income Limitation, then only the actual income as disclosed on the Asset Self-Certification is included on the Tenant Income Certification (TIC).

| PART I: COMPLETE THIS SECTION IF THE FAMILY *ONLY* HAS NNPP AND NO REAL PROPERTY | | |
|---|---|---|
| **Determination of Total Net Family Assets** | | |
| (1) | Enter the total of all NNPP by adding the values in (A) | $ |
| (2) | Enter the value of any NNPP disposed of for less than FMV | $ |
| (3) | ADD lines (1) and (2) | $ |
| (4) | Enter the amount of a federal tax return or refundable federal tax credit in the last 12 months | $ |
| (5) | SUBTRACT line (4) from line (3) | $ |
| (6) | Is the value in line (5) less than or equal to $_____ | ☐ Yes ☐ No |
| | If **YES**, then proceed to **Determination of Income from Assets**<br>If **NO**, STOP the Asset Self Certification cannot be used, and each asset must be separately verified | |
| **Determination of Income from Assets: Enter this amount on Part IVA, Line (F) of the TIC** | | |
| (7) | Enter the total by adding the values in (B) | $ |

| PART II: COMPLETE THIS SECTION IF THE FAMILY HAS *BOTH* NNPP AND REAL PROPERTY | | |
|---|---|---|
| **Determination of Total Net Family Assets** | | |
| (1) | Enter the total of all NNPP by adding the values in (A) | $ |
| (2) | Enter the value of any NNPP disposed of for less than FMV | $ |
| (3) | ADD lines (1) and (2) | $ |
| (4) | Is this value less than or equal to $_____ | ☐ Yes ☐ No |
| | If **YES**, then proceed to line (5)<br>If **NO**, STOP the Asset Self Certification cannot be used, and each asset must be separately verified | |
| (5) | Enter the total of all Real Property by adding the values in (C) | $ |
| (6) | Enter the value of any Real Property disposed of for less than FMV | $ |
| (7) | ADD lines (5) thru (6) | $ |
| (8) | Enter the amount of a federal tax return or refundable federal tax credit in the last 12 months | $ |
| (9) | SUBTRACT line (8) from line (7) | $ |
| (10) | Is the value in line (9) less than or equal to $_____ | ☐ Yes ☐ No |
| | If **YES**, then proceed to **Determination of Income from Assets**<br>If **NO**, STOP the Asset Self Certification cannot be used, and each asset must be separately verified | |
| **Determination of Income from Assets: Enter this amount from line (13) on Part IVA, Line (F) of the TIC** | | |
| (11) | Enter the total by adding the values in (B) | $ |
| (12) | Enter the total by adding the values in (D) | $ |
| (13) | ADD lines (11) and (12) | $ |

**Imputed Income Limitation**
FY 2024: $50,000
FY 2025: $51,600