

Survey Form Usability Testing of Federal Forms to Reduce Burden, Enhance Data Quality, and Improve Access to Resources.

Form A

OMB Control No. 3090-0325

Expiration Date: 04/30/2025

This information collection meets the requirements of 44 U.S.C. § 3507, as amended by section 2 of the Paperwork Reduction Act of 1995. You do not need to answer these questions unless we display a valid Office of Management and Budget (OMB) control number. The OMB control number for this collection is 3090-0325. We estimate that it will take 4 minutes to read the instructions, gather the facts, and answer the questions. Send only comments relating to our time estimate, including suggestions for reducing this burden, or any other aspects of this collection of information to: General Services Administration, Office of Evaluation Sciences, ATTN: Kelly Bidwell/IC 3090-0325, 1800 F St, NW, Washington, DC 20405.

1 of 5 Form Improvement Project

Applying for government programs often entails providing information about your household structure, members, and sources of income. The purpose of this form is to help us better understand how to ask these questions clearly.

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2 of 5 Instructions

Part A

- Complete Part A for everyone who lives in your household for at least one month each year, including children age 18 or under. Make sure to include infants, as well as any children who may live part-time in your household (e.g., college students, shared custody arrangements).
- Common definitions:
 - Dependents: A dependent is a qualifying child under age 19 (or under 24 if a full-time student) or qualifying relative who makes less than \$4,300 per year who is claimed on the tax return of a taxpayer who provides more than half of their annual support.
 - Buying and preparing food together: Adults who live in the same house and purchase and prepare their food together, or children who live in the house with an adult who purchases and prepares their food.
 - Sharing expenses: Adults who live in the same house and share the cost of most purchases, or children who live in the house with an adult who supports them.

Part B

- Complete Part B for everyone who lives in your household for at least one month each year and has any source of earned or unearned income. Make sure to include yourself, as well as children age 18 or under with part time jobs. If an individual has no earned or unearned income, please enter "0."
- Common definitions:
 - Earned income includes any wages that come from hourly or salaried employment, as well as self-employment.
 - Unearned income includes child support payments, unemployment benefits, other social service benefits, interest payments, capital gains, inheritance, and dividends.

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3 of 5 **Part A: Household Structure**

List everyone who lives with you

List yourself first		
Relationship to you	Gender	Age
<input type="text"/>	<input type="text"/>	<input type="text"/>
Does this person have any dependents?		
<input type="radio"/> Yes		
<input type="radio"/> No		
<input type="radio"/> Unsure		
Is this person claimed as a dependent on someone else's tax return?		
<input type="radio"/> Yes		
<input type="radio"/> No		
<input type="radio"/> Unsure		
Do you share expenses with this person?		
<input type="radio"/> Yes		
<input type="radio"/> No		
<input type="radio"/> Unsure		
Do you buy and/or prepare food with this person?		
<input type="radio"/> Yes		
<input type="radio"/> No		
<input type="radio"/> Unsure		
+ Add person		



4 of 5 **Part B: Household sources of income**

Total income

What was the total income (earned and unearned) for each member of your household in 2021:	
Person Self <input type="text" value="Self"/> x ▾	
Total income from earned sources <input type="text"/>	<input type="text"/>
Total income from unearned sources <input type="text"/>	<input type="text"/>
<input type="button" value="+ Add person"/>	

5 of 5 **Part C: Personal information**

Ethnicity

- Hispanic
- Non-Hispanic
- Prefer not to answer

Race

- American Indian or Alaska Native
- Asian
- Black or African American
- Native Hawaiian or Other Pacific Islander
- Two or more races
- White
- Prefer not to answer

Education level

- Less than high school
- High school diploma
- Some college
- Two year or vocational degree
- Bachelor's degree
- Master's or professional degree
- Doctorate
- Prefer not to answer

Marital status

- Single
- Married
- Divorced or Separated
- Widowed
- Other
- Prefer not to answer

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Form B

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1 of 4 **Form Improvement Project**

Applying for government programs often entails providing information about your household structure, members, and sources of income. The purpose of this form is to help us better understand how to ask these questions clearly.

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2 of 4 Part A: Household Structure

Specific Instructions

Part A

- Complete Part A for everyone who lives in your household for at least one month each year, including children age 18 or under. Make sure to include infants, as well as any children who may live part-time in your household (e.g., college students, shared custody arrangements).
- Common definitions:
 - Dependents: A dependent is a qualifying child under age 19 (or under 24 if a full-time student) or qualifying relative who makes less than \$4,300 per year who is claimed on the tax return of a taxpayer who provides more than half of their annual support.
 - Buying and preparing food together: Adults who live in the same house and purchase and prepare their food together, or children who live in the house with an adult who purchases and prepares their food.
 - Sharing expenses: Adults who live in the same house and share the cost of most purchases, or children who live in the house with an adult who supports them.

List everyone who lives with you. List yourself first

Relationship to you	Gender	Age
<input type="text"/>	<input type="text"/>	<input type="text"/>
Does this person have any dependents?		
<input type="radio"/> Yes		
<input type="radio"/> No		
<input type="radio"/> Unsure		
Is this person claimed as a dependent on someone else's tax return?		
<input type="radio"/> Yes		
<input type="radio"/> No		
<input type="radio"/> Unsure		
Do you share expenses with this person?		
<input type="radio"/> Yes		
<input type="radio"/> No		
<input type="radio"/> Unsure		
Do you buy and/or prepare food with this person?		
<input type="radio"/> Yes		
<input type="radio"/> No		
<input type="radio"/> Unsure		
<input type="button" value="Save"/>	<input type="button" value="Cancel"/>	

+ Add person

3 of 4 Part B: Household sources of income

Specific Instructions

Part B

- Complete Part B for everyone who lives in your household for at least one month each year and has any source of earned or unearned income. Make sure to include yourself, as well as children age 18 or under with part time jobs. If an individual has no earned or unearned income, please enter "0."
- Common definitions:
 - Earned income includes any wages that come from hourly or salaried employment, as well as self-employment.
 - Unearned income includes child support payments, unemployment benefits, other social service benefits, interest payments, capital gains, inheritance, and dividends.

What was the total income (earned and unearned) for each member of your household in 2021:

Person	Total income from earned sources	Total income from unearned sources
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[+ Add person](#)

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4 of 4 **Part C: Personal information**

Ethnicity

- Hispanic
- Non-Hispanic
- Prefer not to answer

Race

- American Indian or Alaska Native
- Asian
- Black or African American
- Native Hawaiian or Other Pacific Islander
- Two or more races
- White
- Prefer not to answer

Education level

- Less than high school
- High school diploma
- Some college
- Two year or vocational degree
- Bachelor's degree
- Master's or professional degree
- Doctorate
- Prefer not to answer

Marital status

- Single
- Married
- Divorced or Separated
- Widowed
- Other
- Prefer not to answer

Submit Form

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