

EMPLOYEE INFORMATION	
Name	Job Title
Program	Hire Date
Immediate Supervisor	<input type="checkbox"/> Part-Time <input type="checkbox"/> Full-Time

CRITERIA USED
<b>Hourly Rate</b> *Preference given to front line staff
<b>Household Member Total</b> (include all children, partner/spouse, other family members)
Household Income
Tenure with VOA
COVID-19 Expenses
COVID-19 Impact

AUTHORIZATIONS	
Supervisor Signature:	Date:
Senior Team Signature:	Date: