



**American Recovery & Reinvestment Act (ARRA)
On-the-Job Training Program
INTERN APPLICATION**

We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, or any other legally protected status. We will not return phone calls in regards to your application. We will contact you, should you be selected for an interview.

(PLEASE PRINT)

This application may be submitted for the Intern position ONLY. This position is scheduled to work 24 hours per week for the period 9/1/2009 – 9/1/2010. If you would like to apply for another position with ABC, please obtain the regular employment application online at www.abcinfo.org or on site at ABC's Central Office located at 550 East Main Street, Rochester, NY.

Position(s) Applied For <i>(please indicate department – i.e. Finance, HR, Development, etc.)</i>	Date of Application		
<p>How Did You Learn About Us?</p> <p> <input type="checkbox"/> Advertisement _____ <input type="checkbox"/> Relative _____ <input type="checkbox"/> Other _____ <input type="checkbox"/> Internet <input type="checkbox"/> Government Agency <input type="checkbox"/> Employment Agency <input type="checkbox"/> Friend _____ </p>			
Last Name	First Name	Middle Name	
Address	City	State	Zip Code
Telephone	Cell Phone	E-Mail Address	

ARRA Income Qualification

According to the American Recovery and Reinvestment Act, Action for a Better Community must employ individuals in the intern positions who are at or below 200% of the Poverty Income Guidelines for 2009. Please check all that apply below in order for ABC to determine whether or not you will be considered for this position. If you do not check at least one selection, please do not submit this application as you will not be considered for the intern position. Please note that if you are chosen to be interviewed, you will need to submit verification of income from one of the following entities or pay statements for the last 30 days.

Source of Income:	✓ - Check those that apply
• Unemployment Benefits	
• Department of Human Services	
• Social Security	
• Medicaid	
• Currently unemployed not receiving unemployment benefits	
• Currently employed earning at or below 200% of Poverty Income Guidelines for 2009 (see attached reference sheet for income guidelines)	

If you are under 18 years of age, can you provide required proof of your eligibility to work?

- Yes No

Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status?

- Yes No

Proof of citizenship or immigration status will be required upon employment.

Have you ever been convicted of a crime?

- Yes No

If yes, please explain _____

*No one will be automatically disqualified from consideration for employment based on their criminal history.

WORK EXPERIENCE			
Start with your present or last job. Include any job-related U.S. military or State militia assignments and voluntary activities that are relevant to your ability to perform the job. You may exclude organizations, which identify your race, color, religion, gender, national origin, disabilities or other protected status.			
Employer		Dates Employed	Work Performed
		From To	
Address			
Telephone Numbers (s)		Hourly Rate/Salary	
Job Title		Starting Final	
Supervisor			
Reason for leaving			
Employer		Dates Employed	Work Performed
		From To	
Address			
Telephone Numbers (s)		Hourly Rate/Salary	
Job Title		Starting Final	
Supervisor			
Reason for leaving			
Employer		Dates Employed	Work Performed
		From To	
Address			
Telephone Numbers (s)		Hourly Rate/Salary	
Job Title		Starting Final	
Supervisor			

Reason for leaving
Describe any specialized training, apprenticeship, skills and extra-curricular activities that are relevant to your ability to perform the job.

Describe any job-related training received in the U.S. military or State militia that is relevant to your ability to perform the job.

List professional, trade, business or civic activities and offices held, that are relevant to your ability to perform the job. <i>You may exclude membership, which would identify your gender, race, religion, national origin, age, ancestry, disability or other protected status.</i>

Additional Information and/or Other Qualifications <i>Summarize special job-related skills and qualifications acquired from employment or other experience.</i>

Additional Information	
Special Skills (may mark more than one)	
<input type="checkbox"/> Professional License	Specify _____
<input type="checkbox"/> Foreign Language	Specify _____
	(Complete only if job related)
<input type="checkbox"/> Typing WPM _____	
<input type="checkbox"/> Computer Skills	Specify _____
<input type="checkbox"/> Shorthand	
<input type="checkbox"/> Other	Specify _____

Note to Applicants: DO NOT ANSWER THIS QUESTION UNLESS YOU HAVE BEEN INFORMED ABOUT THE REQUIREMENTS OF THE JOB FOR WHICH YOU ARE APPLYING.

Are you capable of performing in a reasonable manner, with or without a reasonable accommodation, the activities involved in the job occupation for which you have applied? A review of the activities involved in such a job or occupation has been given.

_____YES _____NO

APPLICANT'S STATEMENT

I certify that answers given herein are true and complete.

I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

This application for employment shall be considered active for a period of time not to exceed one year. Any applicant wishing to be considered for employment beyond this time period should inquire as to whether or not applications are being accepted at that time.

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the Employee may resign at any time and the Employer may discharge Employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of this organization.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the employer.

Signature of Applicant

Date

ACTION FOR A BETTER COMMUNITY, INC.
American Recovery & Reinvestment Act (ARRA)
On-the-Job Training Program

200% of Poverty Income Guidelines for 2009

<u>Family Size</u>	<u>Annual Income</u>	<u>Monthly Income</u>	<u>Bi-Weekly Income</u>	<u>Weekly Income</u>
1	21,660	1,805	831	415
2	29,140	2,428	1,118	559
3	36,620	3,052	1,405	702
4	44,100	3,675	1,692	846
5	51,580	4,298	1,978	989
6	59,060	4,922	2,265	1,133
7	66,540	5,545	2,552	1,276
8	74,020	6,168	2,839	1,420
9	81,500	6,792	3,126	1,563
10	88,980	7,415	3,413	1,706
11	96,460	8,038	3,700	1,850
12	103,940	8,662	3,987	1,993
13	111,420	9,285	4,274	2,137
14	118,900	9,908	4,561	2,280
15	126,380	10,532	4,847	2,424
16	133,860	11,155	5,134	2,567
17	141,340	11,778	5,421	2,711
18	148,820	12,402	5,708	2,854
19	156,300	13,025	5,995	2,889
20	163,780	13,648	6,282	3,141