

## INSTRUCTIONS FOR OBTAINING YOUR COMMUNITY'S MEDIAN HOUSEHOLD INCOME TO BE REPORTED ON THE CWSRF PROJECT INFORMATION REQUEST FORM

The reported MHI must be either the American Community Survey 5-year estimate (as noted below) or a local area income survey done by a third party approved by the department.

The U.S. Census Bureau has changed the way that it now collects income data from households around the country. Monthly, approximately 250,000 surveys are sent out to households through the American Community Survey (ACS) program at the U.S. Census Bureau. This data is compiled and is available through American FactFinder. Because of the statistical sample sizes and survey frequencies the Department must use the ACS 5-year estimates for comparison of median household incomes.

Below are instructions for obtaining your community's median household income using American FactFinder:

- Go to this American FactFinder site:  
<http://factfinder.census.gov/faces/nav/jsf/pages/searchresults.xhtml>
- In the "*topic or table name*" area type *B19013*. Do not select anything from the dropdown list that appears here.
- In the "*state, county or place*" area type in the town/city and state. A dropdown list will appear from which to make your selection. If the selected town/city does not appear, the data is not available to that level. Instead, enter the county.
- Click on "Go" to finalize your query.
- A list of various tables based on the query will appear. Select "*2014 ACS 5-year estimates*" (or the most recent data available for the town) by clicking on the highlighted text.
- A report will be generated listing the selected community's estimated median household income along with the margin of error. The margin of error is to the 90% confidence level. This means that the U.S. Census Bureau is 90% confident that the median household income in the community falls within the estimated amount plus or minus the margin of error.