



**Nebraska Investment Finance Authority (NIFA)**  
**TIP SHEET**  
**Under \$5,000 Asset Certification**

**For households whose combined net assets do not exceed \$5,000**  
**Complete one form per household**

**Household Assets**

- Ensure the applicant completes EACH column (Cash Value, Interest Rate, and Annual Income) for EACH asset they have.
- For EACH asset the applicant does NOT have, ensure that “N/A” is entered (i.e. do not leave blank).

**Must Check Box 2 or 3**

- If the applicant has sold or given away assets (see Box 2 statement), ensure Box 2 is checked and the line completed....OR:
- If the applicant has NOT sold or given away assets (see Box 3 statement), ensure Box 3 is checked.

**Box 4**

- If the applicant has no assets and enters “N/A” for each asset, ensure Box 4 is checked. If the applicant has assets listed, do NOT check this box, even if the monetary total of the assets is zero.

**Net Family Assets**

- Ensure the statement *“The net family assets (as defined in 24 CFR 813.192) above do not exceed \$5,000 and the annual income from the net family assets is \_\_\_\_\_”* is completed, **even if the income from assets is zero.**

**Signatures**

- Ensure all adult applicants sign and date.

**Corrections to the Under \$5,000 Asset Certification after Move-In**

- If corrections need to be made on the Under \$5,000 Asset Certification after initial completion, do not use White Out. Cross out the incorrect information, write in the changes, have all tenants initial any changes, re-sign with a current date, and include the statement, *“This information was true and correct as of (the Effective/Move-In Date).”*