



# IDFPR

## Illinois Department of Financial and Professional Regulation

Division of Professional Regulation

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### **Social Equity Criteria Data Point Primer**

This Primer is intended to assist applicants for the Social Equity Criteria Lottery, a new application and lottery process pursuant to 68 IAC 1291. 400, available [here](#). For more information on this application and lottery process, please review the Department's [Social Equity Criteria Lottery Steps](#) and [Acceptable Documents Guide](#).

In order to be issued a conditional license pursuant to this application process, a top participant<sup>1</sup> must prove, amongst all other statutory requirements<sup>2</sup> and limitations<sup>3</sup>, that it is 51% or more owned or controlled by one or more individuals who each meet the combination of at least one of the criteria under Criteria A and one of the criteria under Criteria B. This does not mean multiple individuals need to meet identical criteria, but each individual accounting for the 51% or more ownership must individually meet at least one criterion from Criteria A and one criterion from Criteria B. In other words, if there are 3 proposed individuals that collectively make up 51% of the ownership of a top participant entity, Individual 1 needs to meet 1 criterion from Criteria A and 1 criterion from Criteria B, Individual 2 needs to meet 1 criterion from Criteria A and 1 criterion from Criteria B, and Individual 3 needs to meet 1 criterion from Criteria A and 1 criterion from Criteria B.

In order to be eligible for a conditional license in the above scenario, the top participant must prove to the Department for each individual making up 51% ownership:

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<sup>1</sup> Pursuant to 68 IAC 1291.10, "*Top participant*" means an applicant drawn by lot in a winning slot such that it has the opportunity to be issued a conditional license.

<sup>2</sup> See Section 15-36 of the Cannabis Regulation and Tax Act and review the current [15-36 Application](#) for other statutory, operational-based requirements which are required in order to be issued a full 15-36 License.

<sup>3</sup> Pursuant to 410 ILCS 705/15-30(k), no single person or entity may have a direct or indirect financial interest in more than 10 Early Approval Adult Use Dispensing Organization Licenses, Conditional Adult Use Dispensing Organization Licenses, or Adult Use Dispensing Organization Licenses. Any entity that is awarded a conditional license that results in a single person or entity having a direct or indirect financial interest in more than 10 licenses shall forfeit the most recently issued license and suffer a penalty to be determined by the Department in accordance with section 15-145 of the Act, unless the entity declines the license at the time it is awarded. 68 IAC 1291.420(n). Pursuant to 68 IAC 1291.95(a), if the Illinois Department of Revenue determines a principal officer is not compliant, the Department will notify the principal officer via e-mail and the principal officer will have 60 days to provide proof of compliance from the Illinois Department of Revenue or the applicant will be denied the Conditional License and the next drawn applicant from the lottery will be notified of its eligibility for a Conditional License. The Department must deny all of the applicant entity's Conditional Licenses if one or more principal officers is unable to come into compliance within the timeframe provided in 68 IAC 1291.95(c). In addition to those listed, the Department may deny an applicant's Conditional License for any other reason allowed by law.

1. The individual’s home address is within the eligible census tract in Criteria A;
2. The individual resided at the home address for a total of 5 of the past 10 years; (see [Social Equity Criteria Acceptable Documents Guide](#) to prove residency); and
3. The individual qualifies under one of Criteria B’s requirements.

An individual can prove eligibility with multiple addresses in multiple census tracts for 5 of the past 10 years, so long as each census tract is eligible under one of Criteria A’s options. In other words, an individual is not require to have lived at the same address for all 5 years, but if there are multiple addresses, each must qualify in the appropriate census tract. Further, an individual address’ census tract qualifies if the locations *currently* meet the eligibility criteria (e.g., a person lived from 2015-2020 at an address in a census tract qualifying using the 2021 Census Bureau 5-year surveys).

Remember, if a top participant has multiple individuals who make up the 51% ownership or control of the entity, the top participant needs to prove the above three bullet points for each individual.

### **Table of Contents**

Criteria A and Criteria B .....	3
Criteria A Interactive Map .....	6
How to Find Your Census Tract .....	7
Criteria A(i): Poverty Level Census Tract .....	8
Criteria A(ii): SNAP Census Tract .....	14
Criteria A(iii): Food Desert Census Tract.....	19
Criteria A(iv): Medicaid, Supplemental Security Income, Social Security Disability, and/or Subsidized Housing .....	21
Criteria A(v): High School Graduation Tract.....	25
Criteria B: Interaction with Criminal Justice System .....	32

## Criteria A and Criteria B

### Criteria A

See 68 IAC 1291.410(e)(6)(A)

- i) An individual who has resided for at least 5 of the preceding 10 years in a census tract that has a poverty rate of at least 20% according to the latest 5-year American Community Survey (Table S1701: Poverty Status in the Past 12 Months) that is publicly available at the start of the application submission window for the lottery conducted under Sections 1291.400 through 1291.440. The data set is available at <https://data.census.gov/cedsci/table?q=poverty%20rate&g=0100000US%241400000&tid=ACST5Y2020.S1701>;  
**NOTE: The link above is from the 2020 5-year American Community Survey. The rules require the most recent 5-year survey, which was recently updated by the Census Bureau to reflect 2021 instead of 2020.** Therefore, all applicants must use the 2021 survey. Please follow the directions below on page 5, **particularly Step 3**, for selecting the 2021 5-year ACS Survey. The result should be this data:  
[https://data.census.gov/table?q=poverty+rate&g=0100000US\\$1400000&tid=ACST5Y2021.S1701](https://data.census.gov/table?q=poverty+rate&g=0100000US$1400000&tid=ACST5Y2021.S1701)
- ii) An individual who has resided for at least 5 of the preceding 10 years in a census tract where at least 20% of the households receive assistance under the Supplemental Nutrition Assistance Program in the latest 5-year American Community Survey (Table S2201: Food Stamps/Supplemental Nutrition Assistance Program (SNAP)) that is publicly available at the start of the application submission window for the lottery conducted under Sections 1291.400 through 1291.440. The data set is available at <https://data.census.gov/cedsci/table?q=snap%20participation&g=0100000US%241400000&tid=ACST5Y2020.S2201>;  
**NOTE: The link above is from the 2020 5-year American Community Survey. The rules require the most recent 5-year survey, which was recently updated by the Census Bureau to reflect 2021 instead of 2020.** Please follow the directions below on page 7, **particularly Step 3**, for selecting the 2021 5-year ACS Survey. The result should be this data:  
[https://data.census.gov/table?q=snap+participation&g=0100000US\\$1400000&tid=ACST5Y2021.S2201](https://data.census.gov/table?q=snap+participation&g=0100000US$1400000&tid=ACST5Y2021.S2201)
- iii) An individual who has resided for at least 5 of the preceding 10 years in a census tract area classified as "low income and low access" where at least 100 households are more than one-half mile from the nearest supermarket and have no access to a vehicle or a significant number (at least 500 people) or share (at least 33%) of the population is greater than 1 mile from the nearest supermarket, supercenter, or large grocery store for an urban area or greater than 20 miles for a rural area, as classified by the latest United States Department of Agriculture Economic Research Service's Food Access Research Atlas data set that is publicly available at the start of the application submission window for the lottery conducted under Sections 1291.400 through 1291.440. The data set is available at the United States Department of Agriculture Economic Research Service's Food Access Research Atlas, is available at <https://www.ers.usda.gov/data-products/food-access-research-atlas/go-to-the-atlas>;
- iv) An individual who has received Medicaid, Supplemental Security Income, Social Security Disability, and/or subsidized housing for at least 5 of the preceding 10 years; and/or,

- v) An individual who has resided for at least 5 of the preceding 10 years in a census tract in the top 15<sup>th</sup> percentile for the percent of residents in the census tract failing to graduate from High School in that state, as classified by the latest 5-year American Community Survey (Table S1501: Educational Attainment) that is publicly available at the start of the application submission window for the lottery conducted under Sections 1291.400 through 1291.440. The data set is available at <https://data.census.gov/cedsci/table?q=s1501&g=0100000US,%241400000>

**NOTE: The link above is from the 2020 5-year American Community Survey. The rules require the most recent 5-year survey, which was recently updated by the Census Bureau to reflect 2021 instead of 2020.** Please follow the directions below on page 14, **particularly Step 3**, for selecting the 2021 5-year ACS Survey. The result should be this data:

[https://data.census.gov/table?q=s1501&g=0100000US,\\$1400000&tid=ACSST5Y2021.S1501](https://data.census.gov/table?q=s1501&g=0100000US,$1400000&tid=ACSST5Y2021.S1501)

#### **Criteria B**

**See 68 IAC 1291.410(e)(6)(B)**

- i) An individual who has been arrested for, convicted of, or adjudicated delinquent for any offense, or substantially similar offense, of Illinois, federal or other state law for:
- possession of not more than 500 grams of cannabis; or
  - manufacture, delivery, or possession with intent to deliver, or manufacture of cannabis up to 30 grams;
- ii) An individual who has a family member who has been arrested for, convicted of, or adjudicated delinquent for any offense, or substantially similar offense, of Illinois, federal, or other state law for:
- possession of not more than 500 grams of cannabis; or
  - manufacture, delivery, or possession with intent to deliver, or manufacture or cannabis up to 30 grams.
- iii) An individual who has been a victim of firearm injury, as those terms are defined in this Part. This must be evidenced by either a police report or medical record.

A top participant must demonstrate its majority owners meet at least one option from Criteria A and one option from Criteria B to qualify as a Social Equity Applicant under this new process. Four of the five Criteria A options (i, ii, iii, and v) require an individual to have lived for five of the preceding ten years in a qualifying census tract. Census Tracts are the geographic regions tracked by the U.S. Census Bureau with usually about 4,000 inhabitants. They are redrawn after every decennial census and the Census Bureau includes many demographic and socio-economic measures by census tract.

Criteria A(i), A(ii), and A(v) use the American Community Survey, a detailed survey by the U.S. Census Bureau that covers the entire country. The criteria use five-year surveys—data is collected over five years to provide the most precise and detailed estimates even for areas with low populations—for poverty rates of 20% or more of the census tract (Criteria A(i)), Supplemental Nutrition Assistance Program of 20% or more

of the tract (Criteria A(ii)), high school attainment in the bottom 15% of the state of the census tract (Criteria A(v)). The bullets below explain how to use each Census dataset.

Criteria A(iii) uses the U.S. Department of Agriculture Economic Research Service's Food Access Research Atlas, a research project to identify areas of limited food access. Criteria A(iii) identifies "low income and low access" areas where at least 100 households are more than one-half mile from the nearest supermarket and have no access to a vehicle or a significant number (at least 500 people) or share (at least 33%) of the population is greater than 1 mile from the nearest supermarket, supercenter, or large grocery store for an urban area or greater than 20 miles for a rural area.

## **Criteria A Interactive Map**

This [interactive map](#) allows individuals to check if an individual address is within a census tract that qualifies for one of the required social equity criteria. The Department encourages all individuals to utilize this helpful map as they prepare their applications.

The map combines the most recent data from the 5-year American Community Survey (ACS) and the USDA's Economic Research Service's Food Access Research Atlas.<sup>4</sup>

To use the map:

- Type in an address or city in the upper lefthand corner to zoom into a specific location.

If you do not know the address, use one of these search methods:

- Click the search box and type in an address or choose **Use current location**
- Click within the map using the plus "+" or minus "-" buttons to zoom in/out or the home button
- Use the blue "**Clear search location**" to select another location or reset the map

The information box will display whether the location meets one of the Social Equity Criteria.

- If the "**Social Equity Criteria Eligibility Result(s)**" displays a "**1**," the location meets that criteria
- If the "**Social Equity Criteria Eligibility Result(s)**" displays a "**0**," the location does not meet that criteria
- If no social equity criteria options are met, a warning bar will appear saying "**The address entered does not fall within any criteria**"

While the interactive map is meant to serve as a helpful resource, it should not be interpreted as legal advice or as a legal conclusion. Applicants may wish to confirm the information by checking their census tract for themselves following the directions for Criteria A below. Should an applicant be selected as a top participant in the Social Equity Criteria Lottery, the Department will confirm that the applicant's address(es) meet the criteria.

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<sup>4</sup> As of January 12, 2023, the 2021 5-year American Community Survey was the most recent and used for Criteria A(i), A(ii), and A(v). The USDA's 2019 Food Access Research Atlas was the most recent and used for Criteria A(iii).

## **How to Find Your Census Tract**

*If not using the [user-friendly, interactive map](#)*

1. Go to <https://geocoding.geo.census.gov/geocoder/geographies/address?form>
2. Type in your address; keep all the default settings for Benchmark/Vintage, and click “Get Results”
3. Find your Census Tract by scrolling to the bottom:

### **Census Tracts:**

**STATE CODE:** 17

**CENTLON:** -087.6426203

**GEOID:** 17031281900

**CENTLAT:** +41.8792477

**COUNTY CODE:** 031

**TRACT CODE:** 281900

**AREAWATER:** 17458

**AREALAND:** 421030

**NAME:** Census Tract 2819

4. The GEOID is a unique identifier for your location. The NAME is your Census Tract. Both can be used in the searches below.
5. **For the purposes of this document, the Department is using its office, 555 W. Monroe, Chicago, Illinois 60661, ([Census Tract 2819](#)) as a helpful example.**

## Criteria A(i): Poverty Level Census Tract

- Criteria A (i): 20% or more Below the Poverty Level in the Census Tract
  1. Go to [data.census.gov](https://data.census.gov)
  2. In the search bar, type: **S1701: Poverty Status in the Past 12 Months**
  3. Click on the dropdown menu (3a) to select the most recent ACS 5-Year Estimates (3b)

**NOTE: don't forget this step to make sure you have 2021's ACS 5-Year Estimates!**

The screenshot shows the Census Bureau's data portal interface. The search bar contains 'S1701: POVERTY STATUS IN THE PAST 12 MONTHS'. The results section shows a dropdown menu for '2021: ACS 5-Year Estimates Subject Tables' highlighted in red, with a red arrow labeled '3a' pointing to it. Below the search results, there is a table with columns for 'Total', 'Below poverty level', and 'Percent below poverty level'. The table includes data for the total population and various age groups, with estimates and margins of error provided for each.

Label	Total		Below poverty level		Percent below poverty level	
	Estimate	Margin of Error	Estimate	Margin of Error	Estimate	Margin of Error
Population for whom poverty status is determined	318,584,128	+12,207	40,910,328	+258,488	12.8%	
AGE						
Under 18 years	72,065,774	+11,987	12,588,890	+128,414	17.5%	
Under 5 years	19,294,872	+7,385	3,679,064	+43,358	19.1%	
5 to 17 years	52,770,902	+8,534	8,919,835	+88,228	16.9%	
Related children of householder under 18 years	71,749,414	+13,809	12,308,532	+127,587	17.2%	
18 to 64 years	195,426,211	+7,982	23,554,920	+128,777	12.1%	
18 to 34 years	71,865,284	+10,525	11,060,568	+53,492	15.4%	
35 to 64 years	123,560,927	+10,219	12,494,352	+83,017	10.1%	
65 years and over	71,214,775	+24,106	6,886,558	+24,393	9.7%	
65 years and over	51,072,143	+5,863	4,756,707	+16,892	9.3%	

This screenshot shows a close-up of the dropdown menu from the previous image. The menu lists various ACS estimates from 2017 to 2021, with '2021: ACS 5-Year Estimates Subject Tables' selected and highlighted in blue. A red arrow labeled '3b' points to this selected option. The background shows the search results for 'S1701 | POVERTY STATUS IN THE PAST 12 MONTHS'.



4. Click on “Geos” (4a) and select “Census Tract” (4b)

The screenshot shows the Census data tool interface. At the top, the search bar contains "S1701: POVERTY STATUS IN THE PAST 12 MONTHS". The main content area displays a table with columns for "Total", "Below poverty level", and "Percent below poverty level". A red box highlights the "Geos" icon in the top navigation bar, labeled "4a". Below the table, a "Select Geography" dialog box is open, showing a list of geographic entities. A red box highlights the "Census Tract" option, labeled "4b".

Label	Total		Below poverty level		Percent below poverty level	
	Estimate	Margin of Error	Estimate	Margin of Error	Estimate	Margin of Error
Population for whom poverty status is determined	318,584,028	+12,207	40,910,326	+258,488	12.8%	
AGE						
Under 18 years	72,065,774	+11,957	12,598,669	+128,414	17.5%	
Under 5 years	16,234,872	+7,265	3,679,064	+43,356	19.3%	
5 to 17 years	52,770,902	+8,534	8,919,635	+88,228	16.9%	
Related children of householder under 18 years	71,749,414	+13,809	12,306,532	+127,567	17.2%	
18 to 64 years	195,426,211	+7,992	23,564,920	+128,777	12.1%	
18 to 34 years	71,865,284	+10,555	11,060,568	+53,452	15.4%	
35 to 64 years	123,560,927	+12,319	12,494,352	+83,017	10.1%	
65 years and over	71,214,775	+24,106	8,898,556	+24,393	9.7%	
65 years and over	51,072,143	+5,863	4,756,707	+16,993	9.3%	

5. Select the State (5a), then County (5b), then Census Tract (5c) of the residence, then click “X” (5d).

American Community Survey  
**S1701** | POVERTY STATUS IN THE PAST 12 MONTHS  
2021: ACS 5-Year Estimates Subject Tables

Notes Geos Years Topics Surveys Codes Hide Transpose Margin of Error Restore Excel More Tools

Census Tract / **Select State** X

Within other geographies

Label Search State

- District of Columbia
- Florida
- Georgia
- Hawaii
- Idaho
- Illinois**
- Indiana
- Iowa
- Kansas

American Community Survey  
**S1701** | POVERTY STATUS IN THE PAST 12 MONTHS  
2021: ACS 5-Year Estimates Subject Tables

Notes Geos Years Topics Surveys Codes Hide Transpose Margin of Error Restore Excel More Tools

Census Tract / Illinois / **Select County** X

Within other geographies

Label Search County

- Clay County, Illinois
- Clinton County, Illinois
- Coles County, Illinois
- Cook County, Illinois**
- Crawford County, Illinois
- Cumberland County, Illinois
- De Witt County, Illinois
- DeKalb County, Illinois
- Douglas County, Illinois

1 Result <<

View: 10 | 25 | 50 Download Table Data

American Community Survey  
**S1701 | POVERTY STATUS IN THE PAST 12 MONTHS**  
 View All 21 Products

American Community Survey  
**S1701 | POVERTY STATUS IN THE PAST 12 MONTHS**

2021: ACS 5-Year Estimates Subject Tables


Notes Geos Years Topics Surveys Codes Hide Transpose Margin of Error Restore Excel CSV ZIP Share Print

Census Tract / Illinois / Cook County, Illinois / **Select Census Tract** X

Within other geographies

Label Search Census Tract

- Census Tract 2712, Cook County, Illinois
- Census Tract 2713, Cook County, Illinois
- Census Tract 2714, Cook County, Illinois
- Census Tract 2715, Cook County, Illinois
- Census Tract 2718, Cook County, Illinois
- Census Tract 2801, Cook County, Illinois
- Census Tract 2804, Cook County, Illinois
- Census Tract 2808, Cook County, Illinois
- Census Tract 2809, Cook County, Illinois
- Census Tract 2819, Cook County, Illinois



**5c**

1 Result <<

View: 10 | 25 | 50 Download Table Data

American Community Survey  
**S1701 | POVERTY STATUS IN THE PAST 12 MONTHS**  
 View All 21 Products

American Community Survey  
**S1701 | POVERTY STATUS IN THE PAST 12 MONTHS**

2021: ACS 5-Year Estimates Subject Tables

Notes Geos Years Topics Surveys Codes Hide Transpose Margin of Error Restore Excel CSV ZIP Share Print

Census Tract / Illinois / Cook County, Illinois / **Select Census Tract** X

Within other geographies

Label Search Census Tract

- Census Tract 2712, Cook County, Illinois
- Census Tract 2713, Cook County, Illinois
- Census Tract 2714, Cook County, Illinois
- Census Tract 2715, Cook County, Illinois
- Census Tract 2718, Cook County, Illinois
- Census Tract 2801, Cook County, Illinois
- Census Tract 2804, Cook County, Illinois
- Census Tract 2808, Cook County, Illinois
- Census Tract 2809, Cook County, Illinois
- Census Tract 2819, Cook County, Illinois
- Census Tract 2827, Cook County, Illinois
- Census Tract 2828, Cook County, Illinois
- Census Tract 2831, Cook County, Illinois
- Census Tract 2832, Cook County, Illinois
- Census Tract 2838, Cook County, Illinois

**5d**

6. Click the double arrows (<<) to expand the table

7. You must then scroll to the right of the table until you see “Percent below poverty level” column (7a) for your selected Census Tract (7b). This then is the percentage to compare whether it is equal to or greater than 20%.

**Note:** if you download the data in Excel, CSV, or Zip, the “Percent below poverty level” is under the column named “S1701\_C03\_001E.”

S1701 | POVERTY STATUS IN THE PAST 12 MONTHS  
2021: ACS 5-Year Estimates Subject Tables

Label	Total		Below poverty level		Percent below poverty level			
	Estimate	Margin of Error	Estimate	Margin of Error	Estimate	Margin of Error		
Population for whom poverty status is determined	12.6%	±0.1	6,493	±884	508	±246	7.8%	±3.8
AGE								
Under 18 years	17.0%	±0.2	598	±351	19	±30	3.2%	±5.2
Under 5 years	18.5%	±0.2	355	±280	0	±17	0.0%	±8.7
5 to 17 years	16.5%	±0.2	243	±205	19	±30	7.8%	±13.9
Related children of householder under 18 years	16.7%	±0.2	598	±351	19	±30	3.2%	±5.2

**\*The Department’s address is in a census tract that has a poverty level of 7.8%. Because this is less than 20% as required by the rules, this particular census tract would not satisfy Criteria A(i).**

8. You may then download the data (click the Excel, CSV, or Zip icons) to keep a record of your results. The Department will accept Excel, CSV, or zip file formats of this data. Please clearly label the data file using the follow title format: LAST NAME\_First Name\_CensusTractData.

An official website of the United States government <https://nces.ed.gov/ipeds/datacenter/ipedsdatacenter/>

United States Census Bureau

S1701: POVERTY STATUS IN THE PAST 12 MONTHS

Advanced Search

All Tables Maps Pages

Microdata Help FAQ Feedback

2 Filters

1 Result

American Community Survey

S1701 | POVERTY STATUS IN THE PAST 12 MONTHS

2020 ACS 5-Year Estimates Subject Tables

Notes Maps Years Topics Surveys Codes Hide Transpose Margin of Error Restore Total CSV PDF Print Map

United States

Label	Total		Below poverty level		Percent below poverty level	
	Estimate	Margin of Error	Estimate	Margin of Error	Estimate	Margin of Error
Population for whom poverty status is determined	318,354,128	±12,207	40,910,326	±258,486	12.8%	
AGE						
Under 18 years	72,065,774	±11,937	12,598,899	±128,414	17.5%	
Under 5 years	19,294,872	±7365	3,679,064	±43,356	19.1%	
5 to 17 years	52,770,902	±8,534	8,919,835	±88,228	16.9%	
Related children of householder under 18 years	71,749,414	±13,609	12,306,532	±127,567	17.2%	
18 to 64 years	195,426,311	±7,990	23,554,900	±126,777	12.1%	
18 to 34 years	71,865,294	±10,525	11,060,568	±53,492	15.4%	
35 to 64 years	123,560,927	±12,319	12,494,352	±83,017	10.1%	
65 years and over	71,214,775	±24,106	6,896,556	±24,393	9.7%	
65 years and over	51,072,143	±5,663	4,756,707	±16,992	9.3%	

Note: If you wish to reset your filters, use the filters column on the far left of your screen.

## Criteria A(ii): SNAP Census Tract

- Criteria A (ii): 20% or more receiving assistance under the Supplemental Nutrition Assistance Program the Census Tract
  1. Go to [data.census.gov](https://data.census.gov)
  2. In the search bar, type: **S2201: Food Stamps/Supplemental Nutrition Assistance Program (SNAP)**
  3. Click on the dropdown menu (3a) to select the most recent ACS 5-Year Estimates (3b)

**NOTE: don't forget this step to make sure you have 2021's ACS 5-Year Estimates!**

The screenshot shows the Census Bureau's data tool interface. The search results for 'S2201: FOOD STAMPS/SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM (SNAP)' are displayed. A dropdown menu is open, showing options for different ACS years and estimate types. A red arrow labeled '3a' points to the '2020 ACS 5-Year Estimates Subject Tables' option, and another red arrow labeled '3b' points to the '2021: ACS 5-Year Estimates Subject Tables' option.

Label	Total		Percent		Households receiving food stamp
	Estimate	Margin of Error	Estimate	Margin of Error	
Households	2,288	±274	(X)	(X)	
With one or more people in the household 60 years and over	1,194	±251	52.2%	±76	
No people in the household 60 years and over	1,094	±185	47.8%	±76	
HOUSEHOLD TYPE					
Married-couple family	828	±155	36.2%	±72	
Other family:	298	±111	12.9%	±51	
Male householder, no spouse present	49	±42	2.1%	±19	
Female householder, no spouse present	247	±112	10.8%	±50	
Nonfamily households	1,164	±280	50.9%	±76	
With children under 18 years:	412	±81	18.0%	±44	
Married-couple family	204	±60	8.9%	±28	
Other family:	208	±95	9.1%	±45	
Male householder, no spouse present	49	±42	2.1%	±19	

#### 4. Click on “Geos” (4a) and select “Census Tract” (4b)

The screenshot shows the United States Census Bureau data tool interface. The main content area displays a table for 'Census Tract 1, Adams County, Illinois' with columns for 'Total', 'Estimate', and 'Margin of Error'. A red arrow labeled '4a' points to the 'Geos' icon in the top navigation bar. Below the table, a 'Select Geography' dialog box is open, showing a search bar and a list of 'Most Commonly Used Geographies'. A red arrow labeled '4b' points to the 'Census Tract' option in this list.

Label	Total	Estimate	Margin of Error	Percent	Estimate	Margin of Error	Estimate	Margin of Error
Households	2,388		±274		(X)		(X)	
With one or more people in the household 60 years and over	1,184		±251		52.2%		±76	
No people in the household 60 years and over	1,094		±185		47.8%		±76	
HOUSEHOLD TYPE								
Married-couple family	829		±155		36.2%		±72	
Other family:	296		±111		12.9%		±5.1	
Male householder, no spouse present	49		±42		2.1%		±1.9	
Female householder, no spouse present	247		±112		10.8%		±5.0	
Nonfamily households	1,164		±280		50.9%		±78	
With children under 18 years:	412		±81		18.0%		±4.4	
Married-couple family	204		±60		8.9%		±2.8	
Other family:	208		±95		9.1%		±4.5	
Male householder, no spouse present	49		±42		3.1%		±1.9	

**Select Geography**

Geographic Entities | Summary Levels

Search Geography

Available filters are limited by your chosen result in combination with selected filters. Some filters may be unavailable.

**Most Commonly Used Geographies**

Nation	State
County	Place
ZIP Code Tabulation Area	Metropolitan/Micropolitan Statistical Area
<b>Census Tract</b>	Block

5. Select the State (5a), then County (5b), then Census Tract (5c) of the residence, then click "X" (5d).

American Community Survey  
S2201 | FOOD STAMPS/SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM (SNAP)  
2021: ACS 5-Year Estimates Subject Tables

Notes Geos Years Topics Surveys Codes Hide Transpose Margin of Error Restore Excel CSV ZIP Share Print

Census Tract / **Select State**

Within other geographies

Label Search State

- Arkansas
- California
- Colorado
- Connecticut
- Delaware
- District of Columbia
- Florida
- Georgia
- Hawaii
- Idaho
- Illinois**

5a

American Community Survey  
S2201 | FOOD STAMPS/SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM (SNAP)  
2021: ACS 5-Year Estimates Subject Tables

Notes Geos Years Topics Surveys Codes Hide Transpose Margin of Error Restore Excel CSV ZIP Share Print

Census Tract / Illinois / **Select County**

Within other geographies

Label Search County

- Champaign County, Illinois
- Christian County, Illinois
- Clark County, Illinois
- Clay County, Illinois
- Clinton County, Illinois
- Coles County, Illinois
- Cook County, Illinois**
- Crawford County, Illinois

5b



The image contains two screenshots of the American Community Survey data interface. Both screenshots show the title 'S2201 | FOOD STAMPS/SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM (SNAP)' and the year '2021: ACS 5-Year Estimates Subject Tables'. The interface includes a navigation bar with options like 'Notes', 'Geos', 'Years', 'Topics', 'Surveys', 'Codes', 'Hide', 'Transpose', 'Margin of Error', 'Restore', 'Excel', 'CSV', 'ZIP', 'Share', and 'Print'. Below the navigation bar, there is a breadcrumb trail: 'Census Tract / Illinois / Cook County, Illinois / Select Census Tract'. A search bar labeled 'Search Census Tract' is present. A list of census tracts is displayed, including 'Census Tract 2715, Cook County, Illinois' through 'Census Tract 2828, Cook County, Illinois'. In the top screenshot, 'Census Tract 2819, Cook County, Illinois' is highlighted with a red box and a red arrow labeled '5c'. In the bottom screenshot, 'Census Tract 2819, Cook County, Illinois' is selected with a checked checkbox, and a red box around the close button (X) in the top right corner is labeled '5d' with a red arrow.

6. Click the double arrows (<<) to expand the table

This screenshot shows the American Community Survey data interface with the table expanded. The table header area is visible, showing the title 'S2201 | FOOD STAMPS/SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM (SNAP)' and the year '2021: ACS 5-Year Estimates Subject Tables'. A red box highlights the double arrow icon (<<) in the top right corner of the table header area, with a red arrow labeled '6' pointing to it. The interface also shows the navigation bar and the search bar.

- You must then scroll to the right of the table until you see “Percent households receiving food stamps/SNAP” column (7a) for your selected Census Tract (7b). This then is the percentage to compare whether it is equal to or greater than 20%.

**Note:** if you download the data in Excel, CSV, or Zip, the “Percent households receiving food stamps/SNAP” is under the column named “S2201\_C04\_001E.”

S2201 | FOOD STAMPS/SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM (SNAP)  
2021: ACS 5-Year Estimates Subject Tables

Notes Geos Years Topics Surveys Codes Hide Transpose Margin of Error Restore Excel CSV ZIP Share Print Map

Census Tract 2819, Cook County, Illinois

Label	Total		Percent		Households receiving food stamps/SNAP		Percent households receiving food stamps/	
	Estimate	Margin of Error	Estimate	Margin of Error	Estimate	Margin of Error	Estimate	Margin of
Households	3,939	±437	(X)	(X)	14	±24	0.4%	
With one or more people in the household 60 years and over	250	±100	6.3%	±2.6	0	±17	0.0%	
No people in the household 60 years and over	3,689	±437	93.7%	±2.6	14	±24	100.0%	
HOUSEHOLD TYPE								

**\*\*The Department’s address is in a census tract that has a percent households receiving food stamps/SNAP of 0.4%. Because this is less than 20% as required by the rules, this particular census tract would not satisfy Criteria A(ii).**

- You may then download the data (click the Excel, CSV, or Zip icons) to keep a record of your results. The Department will accept Excel, CSV, or zip file formats of this data. Please clearly label the data file using the follow title format: LAST NAME\_First Name\_CensusTractData.

Note: If you wish to reset your filters, use the filters column on the far left of your screen.

## Criteria A(iii): Food Desert Census Tract

- Criteria A (iii): Low income and Low access to food
  1. Go to <https://www.ers.usda.gov/data-products/food-access-research-atlas/go-to-the-atlas>
  2. Select “LI and LA using vehicle access” in the legend; make sure no other boxes are selected.
  3. Type in your address(es) in the upper left box and hit enter

An official website of the United States government [Here's how you know](#) ▼

**USDA** Economic Research Service  
U.S. DEPARTMENT OF AGRICULTURE

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Home > Data Products > Food Access Research Atlas > Go to the Atlas

### Go to the Atlas

Find a place

Change Background | Print | Help

Low Income & Low Access Layers 2019

- LI and LA at 1 and 10 miles
- LI and LA at 1/2 and 10 miles
- LI and LA at 1 and 20 miles
- LI and LA using vehicle access

Component Layers 2019

4. Click on the red square, which should be your address. A pop-up box should appear.
5. Review the pop-up box. If the last line reading, “LI and LA using vehicle access,” has a “No” beside it, the tract does not qualify. If there is a “Yes” beside the line, the address does qualify for Criteria A(iii).

## Go to the Atlas

555 W Monroe St, Chicago

Change Background Print Help

**Low Income & Low Access Layers 2019**

- LI and LA at 1 and 10 miles
- LI and LA at 1/2 and 10 miles
- LI and LA at 1 and 20 miles
- LI and LA using vehicle access

**Component Layers 2019**

6

5

4

Tract 17031281900 in Cook County, Illinois

Summary 2019	Summary 2015	2019 Tract
LI and LA at 1 and 10 miles	No	<a href="#">show details</a>
LI and LA at .5 and 10 miles	No	<a href="#">show details</a>
LI and LA at 1 and 20 miles	No	<a href="#">show details</a>
LI and LA using vehicle access	No	<a href="#">show details</a>

**Other Indicators of Access for this Tract**

[download this tract's 2019 dataset](#)

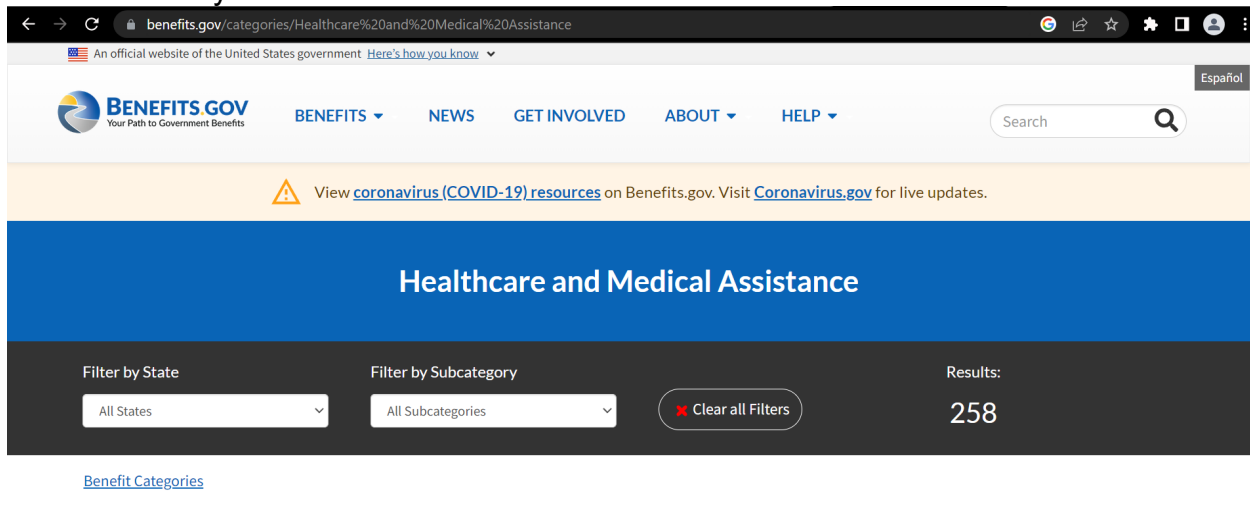
**\*\*The Department's address is in a tract that has a "No" beside line "LI and LA using vehicle access." Because of this, the tract would not satisfy Criteria A(iii).**

## Criteria A(iv): Medicaid, Supplemental Security Income, Social Security Disability, and/or Subsidized Housing

- Criteria A (iv): received Medicaid, Supplemental Security Income, Social Security Disability, and/or subsidized housing for at least 5 of the preceding 10 years

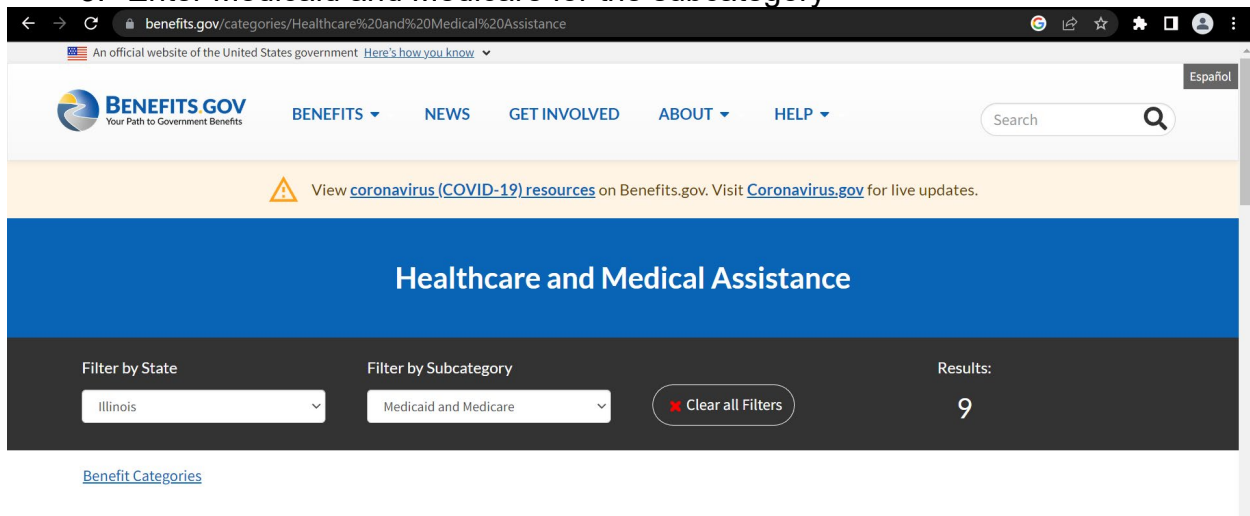
### 1. For individuals receiving Medicaid:

1. Go to <https://www.benefits.gov/categories/Healthcare%20and%20Medical%20Assistance>
2. Enter your state



The screenshot shows the Benefits.gov website. The browser address bar displays [benefits.gov/categories/Healthcare%20and%20Medical%20Assistance](https://www.benefits.gov/categories/Healthcare%20and%20Medical%20Assistance). The page header includes the Benefits.gov logo, navigation links (BENEFITS, NEWS, GET INVOLVED, ABOUT, HELP), a search bar, and a language selector set to 'Español'. A yellow banner with a warning icon reads: 'View coronavirus (COVID-19) resources on Benefits.gov. Visit Coronavirus.gov for live updates.' Below this is a blue header for 'Healthcare and Medical Assistance'. A dark grey filter bar contains two dropdown menus: 'Filter by State' (set to 'All States') and 'Filter by Subcategory' (set to 'All Subcategories'), a 'Clear all Filters' button, and a 'Results: 258' indicator. A 'Benefit Categories' link is visible below the filter bar.

### 3. Enter Medicaid and Medicare for the subcategory



The screenshot shows the Benefits.gov website with the same layout as the previous screenshot. The browser address bar displays [benefits.gov/categories/Healthcare%20and%20Medical%20Assistance](https://www.benefits.gov/categories/Healthcare%20and%20Medical%20Assistance). The 'Filter by State' dropdown is now set to 'Illinois' and the 'Filter by Subcategory' dropdown is set to 'Medicaid and Medicare'. The 'Results: 9' indicator is updated. The 'Benefit Categories' link remains visible below the filter bar.

4. Click on the link under State Benefits

benefits.gov/categories/Healthcare%20and%20Medical%20Assistance

View [coronavirus \(COVID-19\) resources](#) on Benefits.gov. Visit [Coronavirus.gov](#) for live updates.

## Healthcare and Medical Assistance

Filter by State: Illinois

Filter by Subcategory: Medicaid and Medicare

Clear all Filters

Results: 9

[Benefit Categories](#)

### State Benefits

#### Illinois Medicaid

Medicaid and Medicare

Medicaid is a jointly funded state and Federal government program that pays for medical assistance services. Medicaid pays for medical assistance for eligible children, parents and caretakers of children, pregnant women, persons who are disabled,...

5. Find the “How Can I Contact Someone” towards the bottom of the page for contact information for your state’s Medicaid provider

benefits.gov/benefit/1628

Select Household Size: Maximum Household Income per year [View Table](#)

\*For households with more than eight people, add \$6,514 per additional person. Always check with the appropriate managing agency to ensure the most accurate guidelines.

#### How do I apply for Illinois Medicaid?

To get more information on applying for Medicaid, please contact the Health Benefits Hotline at [1-800-843-6154](#).

TTY users can call [855-889-4326](#).

[Apply for Medicaid](#)

#### How can I contact someone?

To learn more about Illinois Medicaid, please visit the [Department of Healthcare and Family Services](#).

[1-800-843-6154](#)

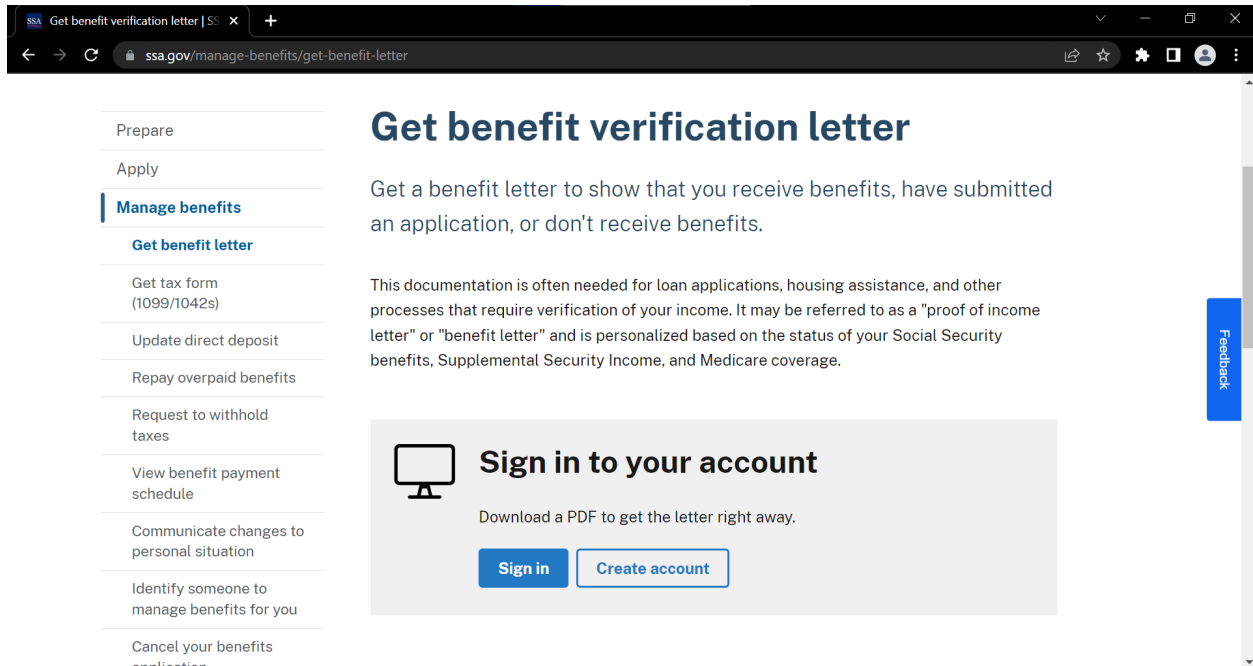
#### Other Benefits People Viewed

- [Sports Diplomacy Program](#)
- [Illinois All Kids \(CHIPRA\)](#)
- [Oklahoma Children's Health Insurance Program](#)

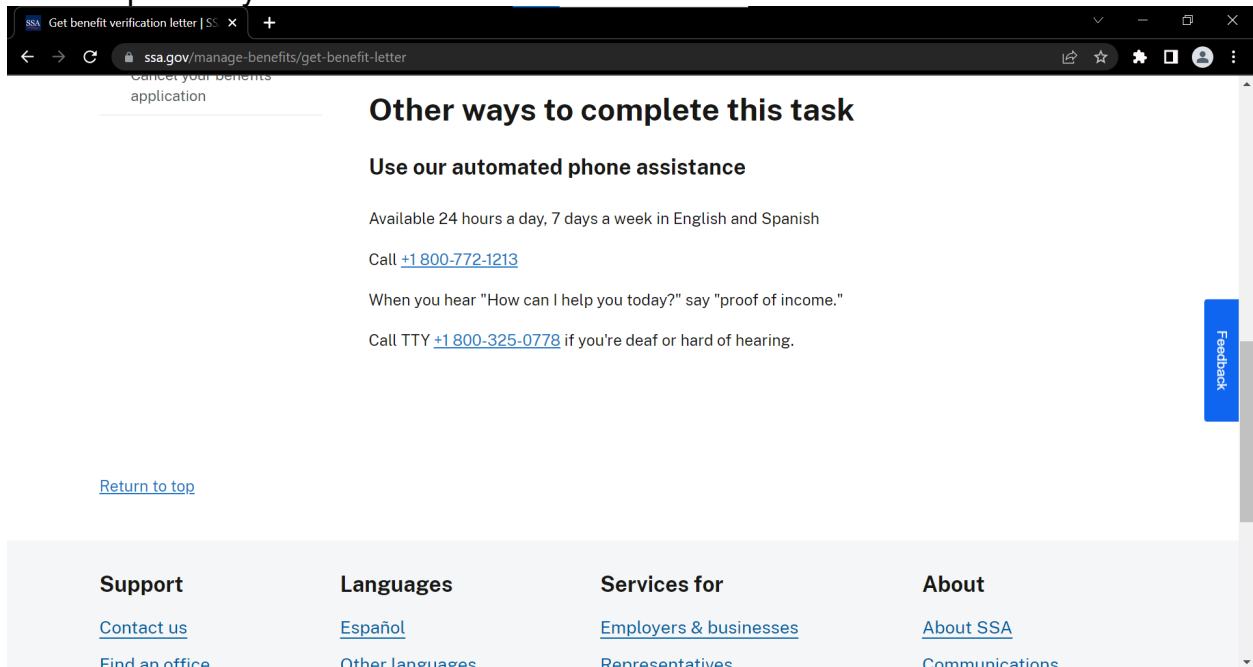
6. Obtain copies of your eligibility determination letters or Medicaid cards for the applicable years and save as PDF files.

## 2. Supplemental Security Income (SSI) and Social Security Disability Income

1. Visit <https://www.ssa.gov/manage-benefits/get-benefit-letter>
2. Sign into your account if you have one and print off your eligibility letter



3. Download and save a PDF copy of the letter.
4. If you do not have an account through SSA.gov, you can utilize their automated phone system



### 3. Subsidized Housing

1. Visit [https://www.hud.gov/program\\_offices/public\\_indian\\_housing/pha/contacts](https://www.hud.gov/program_offices/public_indian_housing/pha/contacts)
2. Find your state either in the list or on the provided map and click "Go to this page":

PHA Contact Information - HUD x +

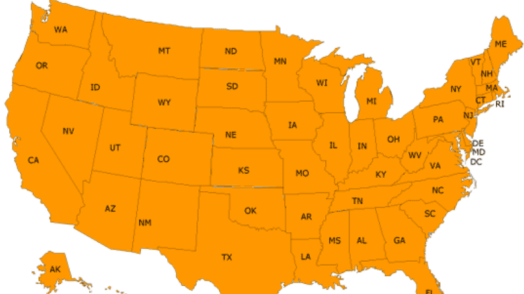
hud.gov/program\_offices/public\_indian\_housing/pha/contacts

### HA Contact Information by State (List)

- Alabama
- Alaska
- Arizona
- Arkansas
- California
- Colorado
- Connecticut
- Delaware
- Florida
- Georgia

[Go to this page](#)

### HA Contact Information by State (Map)



3. Find the housing authority for your area and contact them to discuss obtaining an eligibility letter, voucher history, or other acceptable documentation listed in the [Acceptable Documents Guide](#)

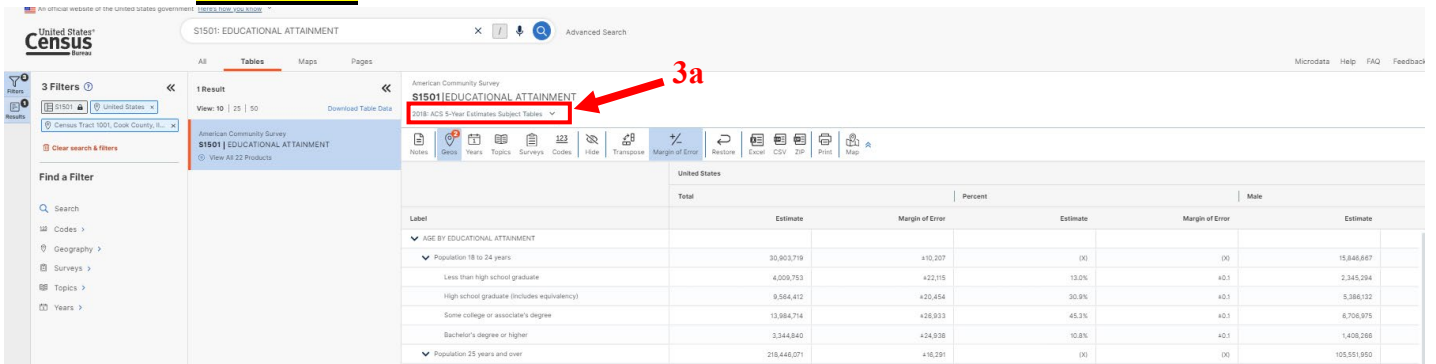


## Criteria A(v): High School Graduation Tract

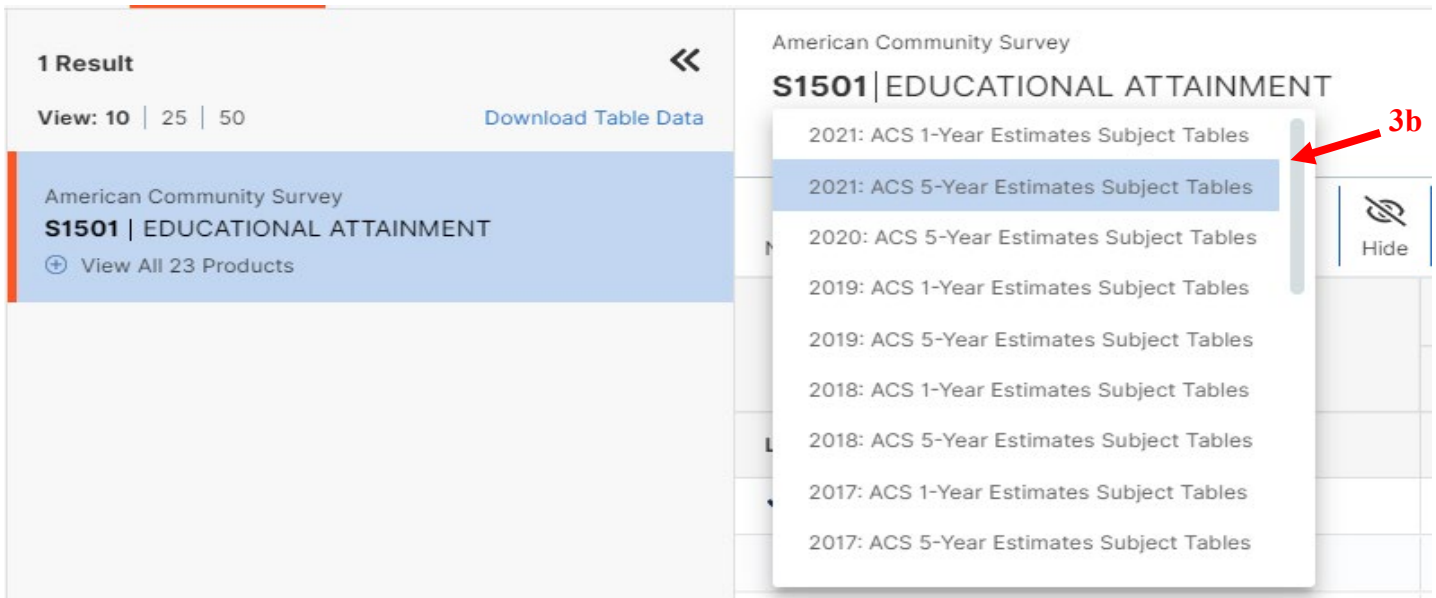
Criteria A (v): top 15<sup>th</sup> percentile for the percent of residents in the census tract failing to graduate from High School in that state

1. Go to [data.census.gov](https://data.census.gov)
2. In the search bar, type: **S1501: Educational Attainment**
3. Click on the dropdown menu (3a) to select the most recent ACS 5-Year Estimates (3b).

**NOTE: don't forget this step to make sure you have 2021's ACS 5-Year Estimates!**



The screenshot shows the Census Bureau data portal interface. The search bar contains 'S1501: EDUCATIONAL ATTAINMENT'. The results section shows '1 Result' for 'American Community Survey S1501 | EDUCATIONAL ATTAINMENT'. A dropdown menu is open, showing '2021 ACS 5-Year Estimates Subject Tables' as the selected option. A red arrow labeled '3a' points to this dropdown menu.



The screenshot shows a close-up of the dropdown menu from the previous screenshot. The menu is open, showing a list of options: '2021: ACS 1-Year Estimates Subject Tables', '2021: ACS 5-Year Estimates Subject Tables', '2020: ACS 5-Year Estimates Subject Tables', '2019: ACS 1-Year Estimates Subject Tables', '2019: ACS 5-Year Estimates Subject Tables', '2018: ACS 1-Year Estimates Subject Tables', '2018: ACS 5-Year Estimates Subject Tables', '2017: ACS 1-Year Estimates Subject Tables', and '2017: ACS 5-Year Estimates Subject Tables'. The '2021: ACS 5-Year Estimates Subject Tables' option is highlighted. A red arrow labeled '3b' points to this option.

4. Click on “Geos” (4a) and select “Census Tract” (4b)

The screenshot shows the American Community Survey data tool interface. The top navigation bar includes 'United States Census Bureau' and 'S1501: EDUCATIONAL ATTAINMENT'. The main content area displays a table of data for 'AGE BY EDUCATIONAL ATTAINMENT' with columns for 'Total', 'Percent', and 'Male'. A red box highlights the 'Geos' icon in the top navigation bar, labeled '4a'. Below the table, a 'Select Geography' dialog box is open, showing a search bar and a list of 'Most Commonly Used Geographies'. The 'Census Tract' option is highlighted with a red box, labeled '4b'. Other options include Nation, State, County, Place, ZIP Code Tabulation Area, Metropolitan/Micropolitan Statistical Area, Block, and Block Group.

Label	Total		Percent		Male	
	Estimate	Margin of Error	Estimate	Margin of Error	Estimate	Margin of Error
AGE BY EDUCATIONAL ATTAINMENT						
Population 18 to 24 years	30,803,719	+10,207	0%	0%	15,846,667	+5,115
Less than high school graduate	4,009,759	+22,115	13.0%	+0.1	2,345,284	+7,312
High school graduate (includes equivalency)	9,564,412	+20,454	30.8%	+0.1	5,386,132	+16,512
Some college or associate's degree	13,984,714	+26,933	45.3%	+0.1	6,706,975	+20,412
Bachelor's degree or higher	3,344,840	+24,938	10.8%	+0.1	1,408,266	+10,412
Population 25 years and over	218,448,071	+16,291	0%	0%	105,551,950	+8,176

5. Select the State (5a), then County (5b), then Census Tract (5c) of the residence, then click “X” (5d).

1 Result ⏪

View: 10 | 25 | 50 [Download Table Data](#)

American Community Survey  
**S1501 | EDUCATIONAL ATTAINMENT**  
 View All 23 Products

American Community Survey  
**S1501 | EDUCATIONAL ATTAINMENT**  
 2021: ACS 5-Year Estimates Subject Tables

Notes Geos Years Topics Surveys Codes 123 Hide Transpose Margin of Error Restore Excel CSV ZIP Share Print

Census Tract / **Select State** ✕

Within other geographies

Label Search State

AGI Florida  
 Georgia  
 Hawaii  
 Idaho  
 Illinois   5a  
 Indiana

1 Result ⏪

View: 10 | 25 | 50 [Download Table Data](#)

American Community Survey  
**S1501 | EDUCATIONAL ATTAINMENT**  
 View All 23 Products

American Community Survey  
**S1501 | EDUCATIONAL ATTAINMENT**  
 2021: ACS 5-Year Estimates Subject Tables

Notes Geos Years Topics Surveys Codes 123 Hide Transpose Margin of Error Restore Excel CSV ZIP Share Print

Census Tract / Illinois / **Select County** ✕

Within other geographies

Label Search County

AGI Champaign County, Illinois  
 Christian County, Illinois  
 Clark County, Illinois  
 Clay County, Illinois  
 Clinton County, Illinois  
 Coles County, Illinois  
 Cook County, Illinois   5b  
 Crawford County, Illinois

1 Result <<

View: 10 | 25 | 50 [Download Table Data](#)

American Community Survey  
**S1501 | EDUCATIONAL ATTAINMENT**  
 View All 23 Products

American Community Survey  
**S1501 | EDUCATIONAL ATTAINMENT**  
 2021: ACS 5-Year Estimates Subject Tables

Notes Geos<sup>1</sup> Years Topics Surveys Codes 123 Hide Transpose Margin of Error Restore Excel CSV ZIP Share Print

< Census Tract / Illinois / Cook County, Illinois / **Select Census Tract** X

+ Within other geographies

Label Search Census Tract

AGI

- Census Tract 2801, Cook County, Illinois
- Census Tract 2804, Cook County, Illinois
- Census Tract 2808, Cook County, Illinois
- Census Tract 2809, Cook County, Illinois
- Census Tract 2819, Cook County, Illinois**
- Census Tract 2827, Cook County, Illinois

1 Result <<

View: 10 | 25 | 50 [Download Table Data](#)

American Community Survey  
**S1501 | EDUCATIONAL ATTAINMENT**  
 View All 23 Products

American Community Survey  
**S1501 | EDUCATIONAL ATTAINMENT**  
 2021: ACS 5-Year Estimates Subject Tables

Notes Geos<sup>2</sup> Years Topics Surveys Codes 123 Hide Transpose Margin of Error Restore Excel CSV ZIP Share Print

< Census Tract / Illinois / Cook County, Illinois / **Select Census Tract** X

+ Within other geographies

Label Search Census Tract

AGI

- Census Tract 2801, Cook County, Illinois
- Census Tract 2804, Cook County, Illinois
- Census Tract 2808, Cook County, Illinois
- Census Tract 2809, Cook County, Illinois
- Census Tract 2819, Cook County, Illinois**
- Census Tract 2827, Cook County, Illinois

6. Click the double arrows (<<) to expand the table

1 Result **<<**

View: 10 | 25 | 50 [Download Table Data](#)

American Community Survey  
**S1501 | EDUCATIONAL ATTAINMENT**  
 View All 23 Products

American Community Survey  
**S1501 | EDUCATIONAL ATTAINMENT**  
 2021: ACS 5-Year Estimates Subject Tables

Notes Geos<sup>2</sup> Years Topics Surveys Codes 123 Hide Transpose

Census Tract
Total

7. You must then calculate the percent without a high school/high school equivalent degree in a specific Census Tract:

First, add the rows:

- A. "Population 18 to 24 years: Less than high school graduate" (S1501\_C01\_002E) **plus**
- B. "Population 25 years and over: Less than 9<sup>th</sup> grade" (S1501\_C01\_007E), **plus**
- C. "Population 25 years and over: 9<sup>th</sup> to 12<sup>th</sup> grade, no diploma" (S1501\_C01\_008E)
- D.  $D = A + B + C$ ; the sum equals the number of people 18 and older who have less than a high school or high school equivalent education

Second, add the rows:

- X. "Population 18 to 24 years" (S1501\_C01\_001E) plus
- Y. "Population 25 years and over" (S1501\_C01\_006E)
- Z.  $Z = X + Y$ ; the sum equals the total number of people 18 and over in each Census Tract

Third, dividing the number of people with less than a high school or equivalent education by the total people over 18 equals the percent to compare to the table below.

$d / z =$  the percent of people 18 and older who have less than a high school or high school equivalent education

**$D = A + B + C$**

**A = 0**

**B = 57**

**C = 12**

**D = 69**

**$Z = X + Y$**

**X = 661**

**Y = 5,333**

**Z = 5,994**

**$D/Z = .0115$  or  
**1.15%****

American Community Survey  
**S1501** | EDUCATIONAL ATTAINMENT  
 2021: ACS 5-Year Estimates Subject Tables

Census Tract 2819, Cook County, Illinois			
	Total	Percent	
Label	Estimate	Margin of Error	Estimate
AGE BY EDUCATIONAL ATTAINMENT			
Population 18 to 24 years	661	±258	(X)
Less than high school graduate	0	±17	0.0%
High school graduate (includes equivalency)	86	±86	13.0%
Some college or associate's degree	176	±100	26.6%
Bachelor's degree or higher	399	±229	60.4%
Population 25 years and over	5,333	±667	(Y)
Less than 9th grade	57	±75	1.1%
9th to 12th grade, no diploma	12	±20	0.2%

X →

A →

Y →

B →

C →

8. Compare the sum calculated above to the lowest 15<sup>th</sup> percentile of your state. The table below shows the percentile cutoff for each state from the [ACS 5-Year 2021 Educational Attainment survey](#). If your number is equal to or greater than the percent below, your census tract qualifies.

State	15 <sup>th</sup> Percentile	State	15 <sup>th</sup> Percentile
Alabama	21.9%	Missouri	17.5%
Alaska	11.7%	Montana	11.0%
Arizona	24.7%	Nebraska	14.6%
Arkansas	20.9%	Nevada	23.8%
California	30.3%	New Hampshire	11.7%
Colorado	15.4%	New Jersey	19.2%
Connecticut	18.0%	New Mexico	24.8%
Delaware	15.8%	New York	23.2%
District of Columbia	16.3%	North Carolina	20.2%
Florida	20.8%	North Dakota	11.8%
Georgia	22.3%	Ohio	17.8%
Hawaii	11.3%	Oklahoma	19.5%
Idaho	15.7%	Oregon	15.1%
<b>Illinois</b>	<b>19.7%</b>	Pennsylvania	15.5%
Indiana	19.3%	Puerto Rico	30.8%
Iowa	12.7%	Rhode Island	19.0%
Kansas	17.0%	South Carolina	21.6%
Kentucky	22.4%	South Dakota	14.3%
Louisiana	24.0%	Tennessee	19.7%
Maine	11.6%	Texas	30.6%
Maryland	16.7%	Utah	13.4%
Massachusetts	18.4%	Vermont	10.3%
Michigan	16.0%	Virginia	17.3%
Minnesota	11.8%	Washington	15.2%
Mississippi	23.3%	West Virginia	19.6%
Missouri	17.5%	Wisconsin	13.0%
Montana	11.0%	Wyoming	12.0%

**Illinois' 15<sup>th</sup> percentile is 19.7%. The calculations from the previous page equate to 1.15% (D/Z). 1.15% is less than 19.7%. Therefore, this particular census tract would not satisfy Criteria A(v).**

Note: if you wish to compare the table's thresholds, these values are calculated in Excel by using each state's percent of people in a census tract failing to graduate from High School at the 85th percentile. For each state, the Excel function is:

=PERCENTILE([all of state tracts' Percentages without a high school/equivalent degree],0.85)

9. You may then download the data (click the Excel, CSV, or Zip icons) to keep a record of your results. The Department will accept Excel, CSV, or zip file formats of this data. Please clearly label the data file using the follow title format: LAST NAME\_First Name\_CensusTractData.

Note: If you wish to reset your filters, use the filters column on the far left of your screen.

## **Criteria B: Interaction with Criminal Justice System**

### **How to obtain the documentation necessary to prove Criteria B:**

- **Police reports and arrest records** will be held by the police department that performed the arrest.
  - To obtain a copy, contact the arresting police department's records division and ask how to obtain a copy of the police report and any arrest records.
  - If you are unsure of which police department performed the arrest, you may wish to contact a public aid attorney to assist you in obtaining a criminal background.
  - All copies of records should be saved as PDF documents.
- **Records of convictions** can be obtained from the clerk of the court in the county you were convicted in.
  - To obtain a copy, you can either call the courthouse in the county you were convicted in or visit the courthouse in person and request the clerk of the court's office.
  - If you are unsure of which county you were convicted in, you may wish to contact a legal aid attorney to assist you in obtaining a criminal background.
  - All copies of records should be saved PDF documents.
- For **Pardons and Expungements**, applicants will need to provide evidence of a pardon or expungement, either state or federal.
  - All copies of records should be saved PDF documents.
- **Medical records** can be obtained from the hospital or healthcare provider who treated you
  - To obtain copies, contact the hospital or healthcare provider's records department and ask about obtaining copies.
  - If you are unsure of which hospital or healthcare provider treated you, you may wish to contact your primary care provider for assistance in determining your healthcare history.
  - All copies of records should be saved as PDF documents.