



LOS ANGELES DEVELOPMENT FUND

# LIVING WAGE ORDINANCE COMPLIANCE FORM

The Los Angeles Development Fund (LADF) is a California non-profit corporation established and controlled by the City of Los Angeles with the purpose of operating a New Markets Tax Credit program. As a supporting organization of the City of Los Angeles, the LADF has elected to make compliance with the City’s Living Wage Ordinance (LWO) a requirement in awarding any contract.

### The City of Los Angeles Living Wage Ordinance requires that subject employers provide to employees:

- As of **July 1, 2023** a wage of at least \$16.78 per hour with health benefits of \$1.25 per hour, or \$18.03 per hour without health benefits (to be adjusted annually on July 1);
- At least 12 compensated days off per year for sick leave, vacation or personal necessity at the employee’s request (pro-rated for part-time employees); and
- At least 10 additional days off per year of uncompensated time off for personal or immediate illness only (pro-rated for part-time employees). Refer to the LWO Rules and Regulations, available from the Department of Public Works, Bureau of Contract Administration, Office of Contract Compliance (OCC) [website](#), for details regarding the wage and benefit requirement of the Ordinance.
- If making less than \$16.78 per hour, information of their possible right to the federal Earned Income Tax Credit (EITC) and make available the forms required to secure advance EITC payments from the employer.

**\* Please note, as of July 1, 2023, the City Minimum Wage for Employers with 26 or more Employees increases to \$16.78 per hour.**

### The City of Los Angeles Living Wage Ordinance also requires employers:

- Not to retaliate against any employee claiming non-compliance with the provisions of these Ordinances and to comply with federal law prohibiting retaliation for union organizing.

#### TO-BE-FILLED OUT BY THE CONTRACTOR

1. Company Name: \_\_\_\_\_ 2. Company Phone: \_\_\_\_\_

3. Mailing Address: \_\_\_\_\_

4. State the number of employees working on this LADF contract: \_\_\_\_\_

**FAILURE TO COMPLY WITH THESE REQUIREMENTS WILL RESULT IN WITHHOLDING OF PAYMENTS DUE THE CONTRACTOR, OR A RECOMMENDATION TO THE LADF GOVERNING BOARD OF DIRECTORS FOR CONTRACT TERMINATION. ALL INFORMATION SUBMITTED IS SUBJECT TO VERIFICATION, AND FALSE INFORMATION MAY RESULT IN CONTRACT TERMINATION.**

**By signing this Compliance Form, the Company certifies that it will comply with all applicable provisions of the LWO and its implementing Rules and Regulations, including any amendments or revisions to the Ordinance and Regulations.**

_____ SIGNATURE OF PERSON COMPLETING THIS FORM	_____ DATE
_____ PRINT NAME OF PERSON COMPLETING THIS FORM	_____ TITLE
_____ EMAIL ADDRESS	_____ PHONE NUMBER