



BIG STEP/WRTP • 3841 W. Wisconsin Ave. • Milwaukee, WI 53208
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COIN/RPP CERTIFICATION INFORMATION

COIN Certification

The COIN (Communities in Need) program was developed by Milwaukee Public Schools/Neighborhood Schools Initiative (MPS/NSI) to help individuals from the community to gain access to employment opportunities on the various MPS/NSI building projects. Employers are required to hire individuals who are COIN certified to perform some of the work on these projects. This certification is good for 3 years.

To become COIN certified you will also need to attend 2 hour asbestos awareness training.

RPP Certification

The RPP (Residential Preference Program) was developed by the City of Milwaukee- Department of Public Works to help individuals from the community to gain access to employment opportunities on the various city construction projects. Employers are at times required to hire individuals who are RPP certified to perform some of the work on these projects. RPP is designed to promote the use of city residents who reside in the City of Milwaukee as part of a contractor's workforce on some city construction projects. This certification is good for 5 years if you stay at the address you get certified at.

You must be laid off for 30 days and/or have worked less than 1,200 hours in the preceding 12 months

To become COIN certified and/or RPP certified the following is required:

To verify your current address the following is required: (must include 2 forms; one must include a picture).

- A current Wisconsin Driver's License (this must have your current address on it)
- State Identification Card (this must have your current address on it)
- Copy of Voter's Certification Form
- Copy of last year's Form 1040 or 1040 EZ
- Copy of a Utility Bill, Cell Phone Bill, Insurance Bill, Unemployment Statement, Bank statement, Child Support Statement (it must have the same address as your ID and be most recent)

To verify your income/employment status for COIN certification *any* of the following is required:

1. Form 1040 or 1040 EZ, most recent.
2. MPS Free or reduced school lunch eligibility letter
3. Notarized letter from Head of Household wage earner. (Proof of residency by this individual will also be required). See agency for form letter. The head of household will also need to provide a copy of their Driver's License or Picture ID; this must have the same address on it as the person who is getting certified.

BIG STEP / WRTP will be certifying individuals by appointment only. Please call BIG STEP at 414-937-3600 or WRTP at 414-342-9787 to schedule your appointment.