

Department of Social and Health Services

Olympia, Washington

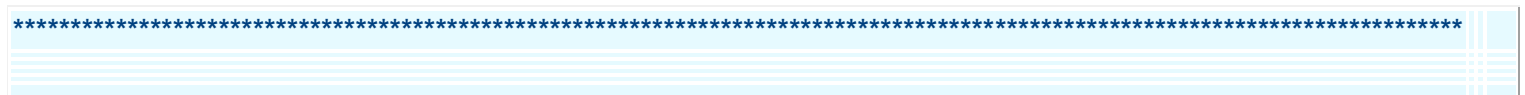
EAZ Manual

Revision # 904
Category Income Special Types
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Summary

Worker Responsibilities - WAC 388-450-0035 was updated to add instructions for treatment of state-funded college work study income.

See below for edited text:



5. Work study:

Count work-study income that is not specifically excluded in [WAC 388-450-0035](#) as earned income using the following steps;

a. For cash assistance:

- i. Exclude the amount earmarked for educational expenses;
- ii. Subtract the difference between the AUs need and payment standard from the remaining income of (i) above; and
- iii. Budget the remaining income as earned income to the AU. Average this income over the period of time the client's award letter states the assistance is for.

b. For Basic Food:

- i. Exclude the amount earmarked for educational expenses; and
- ii. Budget the remaining income as earned income to the AU. Average this income over the period of time the client's award letter states the assistance is for.

- c. Refer to the ACES manual, [Income Eligibility and Budgeting - Special Income Situations - Work Study Income](#)

NOTE: Examples of work-study income that is **not excluded** under [WAC 388-450-0035](#) include WorkFirst work-study **and state-funded college work study** for Basic Food and VA work-study for cash and Basic Food. See [STANDARDS - Cash Assistance](#) programs to find the need and payment standards for the AU. See [WAC 388-450-0170](#) for the TANF / SFA earned income incentive and deduction and WAC 182-509-0175 for the MCS earned income incentive and deduction.

State-funded college work study does not yet have its own earned income identifier (valid value) in ACES mainframe or 3G. Until that system change can be made, use this guidance to code state-funded college work study:

- If TANF or SFA is open, code state-funded college work study as WorkFirst Work Study (WW), which will correctly exclude the income for cash and count it for food.
- If the case is food-only, code state-funded college work study as Countable Work Study (WS), which will correctly count it for food. (Coding state-funded college work study as WW for food-only cases would incorrectly deny the student as an ineligible student unless the client met another student eligibility exemption.)