Department of Social and Health Services

Olympia, Washington
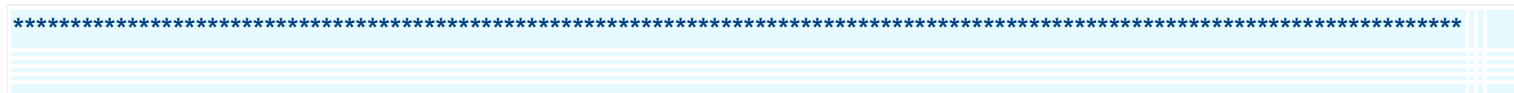
EAZ Manual

Revision	# 948
Category	Income Special Types
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Summary

Removed note about coding State-funded college Work Study from Clarifying Information WAC 388-450-0035.

See below for edited text:

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Worker Responsibilities - WAC 388-450-0035

1. **Averaging educational assistance over the period of use:**

Average educational assistance income meant to cover more than one month over the months the school expects the client to use the money.

2. **Changing from one school term to another:**
   a. When one school term ends and a new term begins in the same month, count the first day of the next full month as the start of the term.
   b. **Do not** use costs from one school term to offset the educational assistance a client earns or gets in another term.
3. **Educational expenses disregarded** as income may reduce a client's allowable deductions for Basic Food:

If you disregard a client's educational benefits under WAC 388-450-0035 (2), allow only the expenses **above** the educational benefits you disregarded as an expense for Basic Food. See WAC 388-450-0185 for information on expenses that can be allowed as a deduction for Basic Food.

> **EXAMPLE** A client gets $1200 in educational benefits through the Perkins Act for January through March. $400 is identified as being for childcare expenses. Client pays $195 monthly for the care of their daughter. $400 Earmarked expense / 3 months = $133.33 per month allotted for child care.
> $195.00
> -133.33
> **$61.67** allowed for **Dependent-care deduction**

See INCOME - Effect of Income on Eligibility and Benefit Level for information on deductions for Basic Food.

4. **Student loans:**

   Consider student loans that clients must repay as bona fide loans under WAC 388-450-0015. Do not count student loans as income regardless of whether the student is part-time, full time, a graduate student, or an undergraduate.

5. **Work study:**

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

   1. **For cash assistance:**
      1. Exclude the amount earmarked for educational expenses;
      2. Subtract the difference between the AUs need and payment standard from the remaining income of (i) above; and
      3. 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.
   2. **For Basic Food:**
      1. Exclude the amount earmarked for educational expenses; and
      2. 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.
   3. 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.)~~