

Department of Social and Health Services

Olympia, Washington

**EAZ Manual**

Revision	#1163
Category	Income Special Types
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**Summary**

Updating standard of need calculations and TANF grant based on 2021 WAC.

**Income Special Types**

Revised ~~April 23, 2019~~ July 1, 2021

**Purpose:**

This section includes rules and procedures on how to treat special income types.

**Worker Responsibilities - WAC 388-450-0055**

**For cash assistance programs for children, pregnant women, and families**

1. Verify the following information:
  - a. How much assistance the client receives;
  - b. How often the client receives the assistance;
  - c. Why the client receives the assistance;
  - d. What conditions the client had to meet to receive the assistance; and

- e. What the client must do to continue to receive the assistance.
2. **Subtract** the following from the gross assistance:
    - . Any amount that is not intended to cover ongoing living expenses; and
      - a. Any amount provided under conditions which prevent it from being used for the client's current living expenses (e.g., a damage deposit provided by the Salvation Army for the AU to relocate after a fire); and
      - b. The difference between the need standard and payment standard for the AU.
  3. **Budget** any remaining assistance as unearned income for the month.

**EXAMPLE** A three-person AU got \$1,500 in assistance from a local community agency after their apartment complex was condemned. Of the \$1,500, \$600 is intended for a damage deposit at the new apartment the agency found for the AU. The other funds are for household items.

Total Assistance \$1,500  
 Less Damage Deposit -600  
 Amount Duplicating Need \$ 900  
 Disregard Amount ~~-701~~1,748 ([see below for disregard amount](#))  
 Available Income \$ 1990

[Three-person](#) Need Standard \$1,2472,402  
[TANF](#) Payment Standard ~~-521~~654  
 Disregard Amount \$ ~~726~~1,748

[In this example, none of the \\$1,500 in assistance would be countable income for cash.](#)