B State Assistance Budgeting Income - Projecting Income

Projecting income (earned and unearned) is predicting current and future circumstances based on known factual information.

Request and verify income received in the prior <u>30-day period</u>. Use the gross income received in the appropriate 30-day period to project the income.

WARNING

For the benefit month, when all income has been received, use the actual known gross pay amounts received in the 30-day period to determine the total month's income. When a change is anticipated use the actual known pay amounts and project the ongoing amounts.

Use the following rules to establish the projected income as applicable:

- No changes are expected in income.
- A full month's income has been received.
- There is a zero pay period (\$0).
- Income fluctuates each pay period.
- Changes are expected in income.