

I Budgeting Income - Calculating Year to Date

When a participant provides pay stubs showing year-to-date (YTD) totals and one pay stub is missing complete the following:

- Subtract the current gross wages shown on the pay stub received AFTER the missing pay stub, from the YTD total. Document the remaining amount.
- Subtract the YTD total shown on the pay stub received BEFORE the missing pay stub, from the remaining amount. The resulting amount is the gross wages received on the missing pay stub.
- Key the gross wages on EAIC.
- Document CADO or the CADO Extension Form (CEF) with how the missing pay stub was determined.

(See Example [Verification Earned Income](#))