

## 02 **Unearned Income - Overview**

**REVISION 46**  
(01/01/18 - 12/31/18)

Unearned income is income received from sources other than any of the following:

- [Employment Income](#)
- [Self-Employment Income](#)
- [Nonmonetary or In-Kind Income](#)
- [Educational Income](#)

When determining eligibility for new applications, [verify](#) all gross income received from any source prior to approval.

Income verification must be requested for NA when income is reported on a renewal application, change report, or [data match](#) and any of the following apply:

- The source of the income has changed
- The income is questionable or unclear
- The reported income amount has changed by \$51 or more
- The previous verification in the case file is more than 59 days old

The source of the unearned income determines whether the income is countable or not countable.

Policy and procedures regarding budgeting unearned income are outlined as follows:

- [Child, Medical, and Spousal Support](#)
- [Budgeting Support Payments](#)
- Budget all other unearned income according to its specific type. See [Unearned Income Type](#).
- Unearned income retained by a participant for a nonparticipant. See [Third Party Beneficiary Payments](#)

Key unearned income on **UNIC** using the Unearned Income Code that applies to the [Unearned Income Type](#).

NOTE Key all unearned income, even when the unearned income is not countable.

See treatment of [unearned income changes](#) for policies and procedures.

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