

## **.05 Projecting Income - Changes are Anticipated**

When changes in income are anticipated, use the rate of pay or hours worked in the prior [30-day period](#) to budget the changes and project the income for the benefit month.

When the rate of pay or hours worked in the prior 30-day period are not an accurate indication of future income, verify the changes to project what income is anticipated to be received in the benefit month.

When less than a full month of the income has been received, use the gross income received and the anticipated changes in income for the benefit month.

Policy and procedures for anticipating changes in income are outlined as follows:

- [Changes in the number of hours worked.](#)
- [Changes in the rate of pay.](#)
- [Unusually high or low checks.](#)

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