

A Expenses Exceed Income (EEI) – At Interview

REVISION 27
(12/01/13 – 01/31/14)

When [EEI](#) is discovered at the interview, the participant must provide verification of [how expenses are being met](#).

When receipts for PAID expenses are provided, explore with participant how they are managing their finances. This includes, but is not limited to, the following:

- The budgetary unit received income or used resources to meet their expenses.
- The budgetary unit received one or more of the following:

[Loans](#)

[Cash Contributions](#)

[Noncash Contributions](#)

[Vendor Payments](#)

Document how the participant is meeting expenses on the documentation forms.

NOTE When the PI contacts the local office and indicates that they are unable to provide the verification, assist the PI in obtaining acceptable verification.

When otherwise eligible, approve benefits when the budgetary unit provides verification of [how expenses are being met](#).

Set an [ACTS](#) alert for the first day of the third month of approval to review EEI situations.

When the participant does not provide verification of how expenses are being met, complete the following:

- Deny or stop benefits using the VI Denial or Closure Reason Code
- Send the following notices on [NORE](#) allowing for [NOAA](#) for the applicable program:

For CA A200 notice

For NA F200 notice

ARCHIVED (Valid until 08/28/17)