



OFFICE OF CHILD WELFARE  
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## FSFN TIP SHEET: Applied Income for Title IV-E AFDC Calculations v. 11/1/2019

**Applied Income** is the part of the 2-step budgeting process for AFDC Financial criteria of Title IV-E Eligibility. Applied Income calculations are used when a household member is not included in the Assistance Group (AG) nor Standard Filing Unit (SFU) but their income shall be considered. The Applied Income calculation is performed once, and the amount is included in both Step 1 and 2.

The Applied Income calculation is performed in specific scenarios, as identified.

The Applied Income logic is the same across each of the four scenarios with the exception of one additional disregard applied in the Sponsor and Sponsor's Spouse scenario.

**Applied Income calculations are performed in the following scenarios:**

- Alien Parent
- Stepparent not included in the AG
- Grandparent(s) when residing with the Minor Parent and Child
- Sponsor and Sponsor's Spouse of Alien Parent

### Assistance Group/Standard Filing Unit Information

Assistance Group:

Standard Filing Unit (SFU):

Step 1:

Step 2:

Assets:



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### Definition of Applied Income Scenarios

- **Alien Parent** = A parent who is not a U.S. Citizen nor a Qualified Non-Citizen, from a country other than Haiti or Cuba, who has resided in Country for greater than 5 years.  
FSFN Data Requirements: Participant checked to be included in AG with a Role of 'Parent' or 'Minor Parent' and Citizenship status on Person Management page is documented as a Qualified Non-Citizen with an Entry Date is less than 5 years from AFDC Month and Country is not Cuba or Haiti; or documented as a Non-Qualified Non-Citizen.
- **Stepparent** = A legal stepparent of the child in the home without a mutual, AFDC-eligible child in the home.  
FSFN Data Requirements: Participant with a Role of 'Stepparent' not checked to be included in the AG.
- **Grandparent** = A grandparent of the child residing in the home with the minor parent and the child.  
FSFN Data Requirements: AG member with a Role of 'Minor Parent' and participant not included in the AG has a Role of 'Household Member' and the Household Member is identified as the 'Child's Mother' or 'Child's Father' on the Minor Parent's Person Management page.
- **Sponsor and Sponsor's Spouse** = A person who executed an affidavit of support or similar agreement on behalf of an alien (who is not the child of the sponsor or the sponsor's spouse) as a condition of the alien's entry into the United States. For a period of three years following entry, the income and assets of the Sponsor/Sponsor Spouse shall be considered.  
FSFN Data Requirements: Participant with a Role of 'Sponsor' and 'Sponsor Spouse'. These roles are only available for a participant not in the AG and when an AG Member = Alien Parent with an Entry Date less than 3 years from AFDC Month. Sponsor's Spouse is only available if someone is identified as a Sponsor.



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### Alien Parent

**AFDC Information**

Assistance Group	Participant Name	Role	Unable to Obtain Income/Asset Verification	Action
<input checked="" type="checkbox"/>	<a href="#">Carol K. Walker</a>	Parent	<input type="checkbox"/>	<a href="#">Obligated Monies</a> <a href="#">Care Expenses</a>
<input type="checkbox"/>	<a href="#">Negan K. Walker</a>		<input type="checkbox"/>	
<input checked="" type="checkbox"/>	<a href="#">Carl K. Walker</a>	Child	<input type="checkbox"/>	
<input type="checkbox"/>	<a href="#">Judith K. Walker</a>		<input type="checkbox"/>	

Selected in the AG with a Role = Parent or Minor Parent

Person Management has Citizenship = Qualified Non-Citizen or Non-Qualified Non-Citizen

Country is not Cuba or Haiti

Basic Additional AKA Names Address Relationship AFCARS/Other Participant Information Child/Adult Functioning and Parenting

Name  
ID: 900020866 Last Name: Walker Suffix: First Name: Carol Middle Name: K

Citizenship:  
 U.S. Citizen  
 Qualified Non-Citizen  
 Non-Qualified Non-Citizen

Country: BURUNDI, CAMBODIA, CANADA, CHAD, CHILE, CHINA, COLOMBIA, **CUBA**, CYPRUS, CZECHOSLOVAKIA, DENMARK, DOMINICAN REPUBLIC, EAST TIMOR, ECUADOR, EL SALVADOR, EQUATORIAL GUINEA, ETHIOPIA, FINLAND, FRANCE, GERMAN DEMOCRATIC REPUBLIC, GERMANY, FEDERAL REPUBLIC OF, GERMANY, PRE-WAR, GERMANY, RE-UNIFIED, GREAT BRITAIN, GREECE, GUATEMALA, HAWAII, HONDURAS, HUNGARY

Non-Citizen ID: If qualified non-citizen, indicate documentation supporting the status (e.g., I-551):  
 Entry Date: 00/00/0000 Status: Status Date: 00/00/0000

Entry Date is less than 5 years from AFDC Month



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### Stepparent not included in the AG

Participants	Relationships	Address	Professional/Family Support Network Contacts	Closing History
<b>Relationships</b>				
Subject(s)	Relationship		Subject(s)	
Walker, Carol K	Mother-Adoptive		Walker, Carl K	<a href="#">Delete</a>
Walker, Negan K	Father-Step		Walker, Carl K	<a href="#">Delete</a>
Walker, Carol K	Mother		Walker, Judith K	<a href="#">Delete</a>
Walker, Negan K	Father		Walker, Judith K	<a href="#">Delete</a>
Walker, Carl K	Son		Walker, Carol K	<a href="#">Delete</a>
Walker, Carl K	Son-Step		Walker, Negan K	<a href="#">Delete</a>
Walker, Judith K	Daughter		Walker, Carol K	<a href="#">Delete</a>
Walker, Judith K	Daughter		Walker, Negan K	<a href="#">Delete</a>

Relationship on Maintain Case  
is Mother-Step or Father-Step

#### AFDC Information

Assistance Group	Participant Name	Role	Unable to Obtain Income/Asset Verification	Action
<input checked="" type="checkbox"/>	<a href="#">Carol K. Walker</a>	Parent	<input type="checkbox"/>	<a href="#">Obligated Monies</a> <a href="#">Care Expenses</a>
<input type="checkbox"/>	<a href="#">Negan K. Walker</a>	Stepparent	<input type="checkbox"/>	<a href="#">Obligated Monies</a> <a href="#">Care Expenses</a>
<input checked="" type="checkbox"/>	<a href="#">Carl K. Walker</a>	Child	<input type="checkbox"/>	
<input type="checkbox"/>	<a href="#">Judith K. Walker</a>		<input type="checkbox"/>	

Not selected in the AG and  
Role = Stepparent



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### Grandparent

AG Member has a Role =  
Minor Parent and another  
person not in the AG has  
a Role = Household  
Member.

AFDC Information				
Assistance Group	Participant Name	Role	Unable to Obtain Income/Asset Verification	Action
<input type="checkbox"/>	<a href="#">Scooby J. Jenkies</a>		<input type="checkbox"/>	
<input type="checkbox"/>	<a href="#">Daphne Jenkies</a>	Household Member	<input type="checkbox"/>	<a href="#">Obligated Monies</a>
<input checked="" type="checkbox"/>	<a href="#">Velma J. Jenkies</a>	Minor Parent	<input type="checkbox"/>	<a href="#">Care Expenses</a>
<input type="checkbox"/>	<a href="#">Fred J. Jones</a>	Stepparent	<input type="checkbox"/>	<a href="#">Obligated Monies</a> <a href="#">Care Expenses</a>
<input checked="" type="checkbox"/>	<a href="#">Scrappy J. Jones</a>	Child	<input type="checkbox"/>	

Household Member is identified as the Minor Parent's Mother or  
Father on the Minor Parent's Person Management Record.

Basic	Additional	AKA Names	Address	Relationship	AFCARS/Other Participant Information	Child/Adult Functioning and Parenting
<b>Person Information</b>						
<b>Child's Mother:</b>	Jenkies, Daphne	<a href="#">Search</a> <a href="#">Edit</a> <a href="#">Remove</a>	<b>Child's Father:</b>		<a href="#">Search</a>	
Child's Legal Guardian (1):		<a href="#">Search</a>	Child's Legal Guardian (2):		<a href="#">Search</a>	



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### Sponsor or Sponsor's Spouse

Parent; Stepparent or Minor Parent = Alien logic but Entry Date is less than 3 years from AFDC Month.

Sponsor is only available if the person is not selected in the AG; Sponsor's Spouse is only available once a Sponsor is selected.

FSFN deducts the two Obligated Monies amounts, as well as the CNS equivalent to the total # of dependents documents plus the Sponsor and Sponsor's Spouse, if applicable.

**Basic**

Citizenship:  Non-Citizen ID:   
 Country:  Entry Date:  Status:  Status Date:

**AFDC Information**

Assistance Group	Participant Name	Role	Unable to Obtain Income/Asset Verification	Action
<input type="checkbox"/>	<a href="#">Scooby J. Jenkies</a>	Dependent	<input type="checkbox"/>	<a href="#">Obligated Monies</a>
<input type="checkbox"/>	<a href="#">Daphne Jenkies</a>	Household Member	<input type="checkbox"/>	<a href="#">Care Expenses</a>
<input checked="" type="checkbox"/>	<a href="#">Velma J. Jenkies</a>	Minor Parent	<input type="checkbox"/>	<a href="#">Obligated Monies</a>
<input type="checkbox"/>	<a href="#">Fred J. Jones</a>	Stepparent	<input type="checkbox"/>	<a href="#">Care Expenses</a>
<input checked="" type="checkbox"/>	<a href="#">Scrappy J. Jones</a>	Child	<input type="checkbox"/>	