

Jackson-Vinton Community Action, Inc.
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UPDATES/CHANGES FOR EMERGENCY PROGRAMS

While there are many changes, this document will address the main ones.

INCOME

1. Fixed Countable Income

- Income received that is the same amount for each payment on a consistent basis, such as Social Security Benefits, Pensions and Supplemental Security Income and salary wages.
- Requires 30 days of income from application date.

2. Earned Countable Income

- Income derived from active participation in a trade or business, including wages, salary, tips, commission and bonuses.
- Earned income requires 12 months of income OR completion of the Employment Verification Form (found in FORMS TAB) by employer.

3. Other Earned Countable Income

- Earned income from seasonal employment (i.e. construction, landscape, teachers that are not paid all year etc.) or self-employment. Household members who work on a 12-month contract but will be paid over a period of less than 12 months are considered to receive seasonal employment income. School district employees are a common example of this situation. For example, some teachers get paid for 9 months but have a 12-month contract.
- Seasonal income requires 12 months of paystubs showing gross pay and deductions OR Seasonal Employment Verification form (found in FORMS TAB) completed by employer.
- Self-employment requires a Self-Employment Form (found in FORMS TAB) completed for 12 months or Signed 1040 with all schedules for the previous year. (**Self-Employment can ONLY claim Health Insurance and Child Support paid out as expenses. Business expenses are no longer an eligible deduction**).

4. Supplemental Countable Income

- Supplemental income is income that supplements other income in the home.

Examples: Unemployment or Workers' Compensation

- If fixed, requires 30 days of income. If not fixed income, will require 12 months of income.



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5. Other Countable Income

- Other income generally includes investment account draws or one-time lump sum payments.
- Requires 12 months of income provided.

6. No Income

- There is no reportable income in the household.

When applying for assistance, households are required to report all Countable Income received within the past 30 days and 12 months from the date of the application. All documentation must be included in the client file and scanned and uploaded into the electronic data base. Client must have completed Self-Declaration Form (on website) and anyone supporting client must complete Letter of Support (on website).

Excluded income includes: Gifts, Loans, Educational assistance, Child Support received, Stipends for Foster Care, Adoption Assistance, Agent Orange Pension, Service connected Veterans Disability, Handicapped income, Transportation allowances, Volunteers in Service to America Stipend (VISTA), Work Allowances, Title V wages, and Ohio waiver program.

HOWEVER, DOCUMENTATION MUST BE PROVIDED AND ATTACHED WITH THE APPLICATION.



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