

C. DETERMINING ELIGIBILITY AND BENEFIT LEVEL

NOTE: See Section 2.17,D for the procedure used to determine an individual's portion of a cash assistance check when requested by SSA for an SSI recipient.

To determine eligibility for a DCA payment, see Chapter 1. Countable income is used to determine eligibility only. It is not used to determine the amount of the DCA payment.

NOTE: The income of the disqualified person(s) is included in determining the amount of income available to the AG. However, the needs of the disqualified person(s) are not considered in any step of the eligibility determination process.

NOTE: The earned income of a child or parent, under age 18, who is enrolled in secondary school or a program for a GED, is disregarded at all steps of the eligibility determination process.

1. Child Support Pass-Through

A payment of up to \$100 for families with 1 child or \$200 for families with more than 1 child of child support collected on behalf of a family receiving WV WORKS will be passed through to the family. This payment will not be issued until the month following the month that CSED retains the Child Support collected.

This payment is referred to as the child support pass-through. Pass-through payment amounts will depend on the amount of child support collected by BCSE, but must not exceed the \$100 or \$200 limits.

The amount of child support pass-through of up to \$100 or \$200 is excluded as unearned income for WV WORKS, WV WORKS solely state funded programs, DCA, and EAP. This payment is in addition to the CSI and will be issued in conjunction with the CSI. Pass-through payments are coded as ADCS on the WV WORKS Issuance History screen in RAPIDS and must be coded to the children as CSI income on the Unearned Income screen. If there is more than 1 child, the amount should be evenly divided among the children **in the AG**.

NOTE: The child for whom the support was paid must be a WV WORKS recipient for the collection month to receive the pass-through payment.

2. Child Support Incentive (CSI)

A \$25 benefit increase is provided to any WV WORKS AG when child support, in any amount, is collected for a child in the AG. This payment is in addition to the child support pass-through amount and is coded as ADCI on the WV WORKS Issuance History screen in RAPIDS. This payment must be coded as CSI income on the Unearned Income screen **and must be coded to the children in the AG**.

When received ineligibly, the CSI is subject to repayment. See Section 20.3. Received ineligibly includes, but is not limited to, BCSE crediting a payment to the wrong case, or the client failed to report income and received a WV WORKS benefit ineligibly.

3. Child Support Excess Payment (MR)

When the absent parent has no remaining state debt from previous TANF receipt and makes a payment to BCSE that is in excess of the current WV WORKS payment, any amount which exceeds the benefit is distributed to the custodial parent by BCSE. This payment is coded as MR on the IV-D Financial Information screen in RAPIDS. The Worker receives an alert that a payment has been sent to client. The Worker must code the excess payment as unearned income, then determine if the new countable income exceeds the WV WORKS benefit amount per Section 10.24,C,5. The child support excess refund must be coded to the children as CSEO income on the Unearned Income screen. If there is more than 1 child **in the AG**, the amount should be evenly divided among the children. When the countable income exceeds the WV WORKS benefit amount, then the Worker must close the WV WORKS benefit. No disregards or deductions are applied to this payment.

NOTE: The child support excess payment does not have to be reasonably anticipated to continue in order to be considered as unearned income.

EXAMPLE: Ms. Jones's TANF AG consists of herself and her 2 children. Her Worker receives an alert that a child support excess refund payment has been sent. Her Worker checks the IV-D Financial Information screen in RAPIDS and the MR amount is listed as \$20 for the month. She has no other income. The \$20 does not exceed the WV WORKS benefit amount of \$340, so the Worker adds the \$20 as unearned income. Following adverse action deadlines, the WV WORKS and SNAP benefits will reduce.

EXAMPLE: Ms. Smith's TANF AG consists of herself and her son. Her Worker receives an alert that a child support excess refund payment has been sent. Her Worker checks the IV-D Financial Information screen in RAPIDS and the MR amount is listed as \$305 for the month. She has no other income. The \$305 exceeds the WV WORKS benefit amount of \$301, so the Worker closes the WV WORKS AG and reduces the SNAP benefits following adverse action guidelines. The following month, her entire child support payment would be redirected to her.