



FSFN TIP SHEET: Standard Budget Process for Title IV-E AFDC Calculations v. 11/2019

The **Standard Budget Process** is a 2-step budgeting process for AFDC Financial criteria of Title IV-E Eligibility. Standard Budget calculations are used when a household member is included in the Assistance Group (AG) and Standard Filing Unit (SFU).

Step 1 of the standard budget process compares the SFU's income (earned and unearned) after applicable disregards plus Applied Income total against 185% of the Consolidated Need Standard (CNS).

Step 1 Disregards:

- Student Earned Income Disregard
- Dependent Child Training Program Disregard
- Child Support Disregard

Step 2 of the standard budget process compares the SFU's income (earned and unearned income) after applicable disregards plus Applied Income total against 100% of the CNS.

Step 2 Disregards:

- Student Earned Income Disregard
- Dependent Child Training Program Disregard
- Child Support Disregard
- Student and Employee Earned Income Disregard
- Employment Disregard
- Care Expenses Disregard

Standard Budget calculations are performed when an AG member is included in the SFU. A participant is excluded from the SFU when:

- **Participant is receiving SSI**
An unearned income type of 'Supplemental Security Income (SSI)' entered in the Assets & Employment page that is effective as of the AFDC date.
- **Participant is receiving Adoption Subsidy**
An unearned income type of 'Adoption Subsidy – Other State' entered in the Assets & Employment page that is effective as of the AFDC date or Non-Placement Service in FSFN where Service Category = Adoption.
- **Participant is a considered an 'alien' due to citizenship**
Citizenship field on Person Management page is blank or Non-Qualified Non-Citizen or Qualified Non-Citizen and Entry Date is less than 5 years prior to AFDC Month (unless County is Haiti or Cuba).



FSFN TIP SHEET: Standard Budget Process for Title IV-E AFDC Calculations v. 11/2019

Step 1 of Budget Process for Earned Income (185%) Comparison (FSFN data entry for Student Earned Income Disregard and Dependent Child Training Program Disregard)

School Start Date must be documented for FSFN to determine if they are "currently" enrolled "as of" the AFDC Date.

Number of Hours Currently Enrolled must be documented as at least 9 hours for the Current Grade Level denoted with an arrow, in order to be considered full-time.

Type selected on Employment Record = Training Program

The following values, for Current Grade Level, are automatically considered full-time: Kindergarten – Twelfth; Special Education; and Non-graded

Role on Title IV-E FC Eligibility = Child or Dependent

FSFN TIP SHEET: Standard Budget Process for Title IV-E AFDC Calculations v. 11/2019

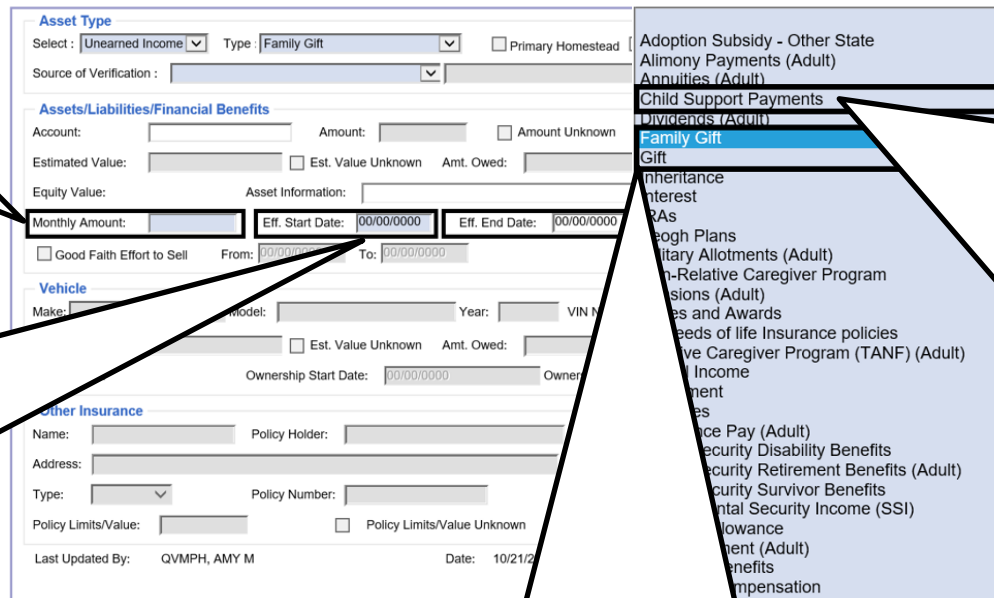
Step 1 of Budget Process for UNEARNED Income (185%) Comparison (FSFN data entry for Child Support Disregard and Gift/Family Gift calculations)

If "Gift" or "Family Gift",
 the Monthly Amount
 entered must be the
 amount for the specific
 individual.

If a one-time gift, ensure the
 Effective Start and End
 Dates are the same date.

Based on the Effective Start
 and End Dates, FSFN will
 calculate if the total gift
 amount is less than \$30 for
 the entire calendar quarter.

If the total gift amount is less than \$30 for the entire calendar
 quarter, the entire gift amount will be disregarded. If \$30 or
 more, none of the gift amount will be disregarded.



Asset Type
 Select : Type : ☐ Primary Homestead
 Source of Verification :

Assets/Liabilities/Financial Benefits
 Account: Amount: ☐ Amount Unknown
 Estimated Value: ☐ Est. Value Unknown Amt. Owed:
 Equity Value: Asset Information:
 Monthly Amount: Eff. Start Date: Eff. End Date:
☐ Good Faith Effort to Sell From: To:

Vehicle
 Make: Model: Year: VIN:
☐ Est. Value Unknown Amt. Owed:
 Ownership Start Date: Ownership End Date:

Other Insurance
 Name: Policy Holder:
 Address:
 Type: Policy Number:
 Policy Limits/Value: ☐ Policy Limits/Value Unknown
 Last Updated By: QVMPH, AMY M Date: 10/21/2019

Adoption Subsidy - Other State
 Alimony Payments (Adult)
 Annuities (Adult)
 Child Support Payments
 Dividends (Adult)
Family Gift
 Gift
 Inheritance
 Interest
 IRAs
 Keogh Plans
 Military Allotments (Adult)
 Non-Relative Caregiver Program
 Pensions (Adult)
 Prizes and Awards
 Proceeds of Life Insurance Policies
 Relative Caregiver Program (TANF) (Adult)
 Rental Income
 Retirement
 Social Security
 Social Security Pay (Adult)
 Social Security Disability Benefits
 Social Security Retirement Benefits (Adult)
 Social Security Survivor Benefits
 Social Security Income (SSI)
 Unemployment Compensation
 Unemployment Insurance
 Unemployment Insurance (Adult)
 Unemployment Insurance (Adult)
 Unemployment Insurance (Adult)

If "Child Support"
 exists, FSFN will
 deduct up to \$50
across all SFU
 Members.

If Child 1 has \$20
 and Child 2 has
 \$20, a total of \$40
 will be deducted.

If Child 1 has \$40
 and Child 2 has
 \$40, a total of \$50
 will be deducted.

If Child 1 has
 \$100, \$50 will be
 deducted.



FSFN TIP SHEET: Standard Budget Process for Title IV-E AFDC Calculations v. 11/2019

Step 2 of Budget Process for EARNED Income (100%) Comparison

(FSFN data entry for Student and Employee Earned Income Disregard and Reduced Income Without Good Cause logic)

School Start Date and Hours must be documented with at least 4.5 hours. FSFN does not accept half hours, so if 4.5, round up to 5.

Number of Hours per Week must be documented, no matter the value selected in the Per drop down, so that FSFN accurately determines if the person works less than 30 hours per week. If Number of Hours Per Week is empty, FSFN will not apply Part-Time Student/ Employment disregard.

If any Earned Income documented has the "Reduced Income Without Good Cause" flag selected and the "As Of" date is within the AFDC Month and less than or equal to the AFDC Date or within 30 days prior to the 1st day of the AFDC Month, the person will not get the \$90 Earned Income disregard.



FSFN TIP SHEET: Standard Budget Process for Title IV-E AFDC Calculations v. 11/2019

Step 2 of Budget Process for EARNED Income (100%) Comparison (Continued) FSFN data entry for Care Expenses Disregard

Assistance Group	Participant Name	Role	Unable to Obtain Income/Asset Verification	Action
<input checked="" type="checkbox"/>	Daenarys Targaryen	Parent	<input type="checkbox"/>	Obligated Monies Care Expenses
<input checked="" type="checkbox"/>	Jon Snow	Stepparent	<input type="checkbox"/>	Obligated Monies Care Expenses

Care Expenses hyperlink displays for Parent, Step-Parent and Minor Parent.

Displays persons with a Role = Child, Dependent and Household Member

Select the checkbox for the applicable person(s) for whom the Parent, Stepparent or Minor Parent pays Care Expenses.

NOTE: If receiving daycare through Community Coordinated Care for Children (4C), do not enter Care Expenses.

Care Expenses -- Webpage Dialog

Florida Safe Families Network

Case Information
FSFN Case Name: Targaryen, Daenarys FSFN Case ID: 990000222 Eligibility ID: 990000664

Assistance and Non-Assistance Group Members

Document actual cost of Dependent Care or Incapacitated Adult Care Expenses.

	Name	Person ID	Date of Birth	Age	Amount
<input checked="" type="checkbox"/>	Arya Stark	990000508	02/01/2017	2	\$500.00
<input type="checkbox"/>	Perm Targaryen	990000521	06/10/2010	9	\$0.00

Enter the amount the person pays monthly for Care Expenses.

If Role = Parent, Step-Parent or Minor Parent and they are currently employed, if the person(s) selected on Care Expenses is under 2 or turns 2 in the AFDC Month = \$200 disregard; if turned 2 prior to the AFDDC Month or older = \$175 disregard.