



# Income Inclusions and Exclusions

Income Types	Definition	Count	
		YES	NO
Adoption Assistance			✓
Assistance Payments	DWP, General Assistance, RSDI/SSI/MSA, MFIP.	✓	
Business Income	Income from a business less business expenses	✓	
Capital Gains or Losses	For Self-Employment <b>only</b> – see IRS Form 4797	✓	
Child Support	Payments received by household		✓
Consumer Support Grant (CSG) Program	CSG is not income. The entire grant amount is earmarked to purchase specific services. (Payments to those who provide services are income).		✓
Contract for Deed	Count annual interest payment divided by 4.	✓	
Dividends, Interest and Royalties	If over \$50 per quarter or \$200 a year. If payments are made annual or regularly but not monthly, use the 12-month total divided by four. If monthly, use the last three months.	✓	
Disability, Short- and Long-Term	Count only reimbursement for wages and not reimbursement for out of pocket medical costs.	✓	
Draw-down on assets	Includes reverse mortgages		✓
Earned Income including Wages, Salaries, Commissions, Bonuses, Profit Sharing, Tips, Vacation pay; Severance pay; Sick Leave; Royalties and Honoraria which result from the client's work or service.	Count all gross earned income received in 3 months	✓	
Earned income for minors or K-12 students	This is never counted		✓
Earned Income Credit	This is never counted. Sometimes an EIC Advance will be on a payroll check. It should not be added into the gross, but sometimes it is. Deduct it from the gross when determining eligible income.		✓
Employer paid fringe benefits, including the employer portion of cafeteria benefits			✓
Food or rent received instead of wages			✓
Gambling or wagers			✓
Gifts (cash) - Irregular	Cash gifts are irregular if it is not possible to anticipate receiving it.		✓
Gifts (cash) - Regular	Provide regular support for the family.	✓	

Income Types	Definition	Count	
		YES	NO
Income passed through to creditors	Such as: Forced sales.		✓
Indian per capita judgment payments			✓
In-kind income			✓
Interest on Pre-Paid Burial Accounts	Interest earned on pre-paid burial accounts is not income for the Energy Assistance Program.		✓
Irregular Income	Resulting from occasional work such as income from lawn mowing or snow shoveling.		✓
Job-related expenses for non-self-employed	Deduct job-related expenses from gross income for employed individual who pays business expenses comparable to self-employment, such as a sales person, truck driver, or cab driver.		✓
Jury duty pay		✓	
Loans	Includes cash draw downs on credit cards.		✓
Lump sum payments -- Regular	Consider the annual payment divided by four.	✓	
Lump sum payments -- Non-recurring			✓
Minnesota Supplemental Aid (MSA) Special Needs Payments	These payments are for medically necessary prescribed diets, guardian or conservator fees, necessary nonrecurring home repairs, etc.		✓
Military or Ministerial Housing Allowance			✓
Military pay	When a household member is deployed, that person remains a household member. Only the income that is made available to the household should be counted as income. Housing allowance is <b>not</b> considered income.	✓	
Military Combat Zone pay			✓
Overpayments	Income received in error during any of the previous three months, which the household member is responsible to repay.		✓
Payments on behalf of the household	Must provide regular support for the family.	✓	
Program Participation income	Title V of the Older Americans Act: Experience Works, Senior Health Aides, Senior Companions. Domestic Volunteer Service Act: VISTA, AmeriCorps, UYA, Urban Crime Prevention Program, RSVP, Foster Grandparent Program, Senior Health Aides, Senior Companions, ACE.		✓
Refunds and Reimbursements	For example: repayment for job related expenses such as mileage or uniforms; for medical expenses; income tax refunds or rebates.		✓
Relative Custody Assistance Payments	Do not count income received from the RCA program.		✓

Income Types	Definition	Count	
		YES	NO
Rental Income	Consider rental to be a business. Rental income is rent collected minus expenses. Use income tax return or Self-Employment Income Worksheet: Cash Accounting Method. Determine equivalent 3-month income.	✓	
Retirement Income: Including 401s, 403Bs, Annuities, IRAs, Pensions And Other Retirement Plans And Accounts	Count "retirement payments" generally received at age 59½ or older. Do not count early withdrawals. If payments are not received monthly or quarterly, determine the 3-month average income.	✓	
Section 8 Mortgage Payments	These payments may be cash payments to the household or regular payments on behalf of the household.		✓
Social Security Benefits	Net amount of the check (gross amount minus amount deducted for Medicare and Medicare Part D). Count for all household members (even minors and students).	✓	
Social Security non-recurring lump sum payments	Do not include one-time lump sum Social Security payments as income.		✓
Spousal support or alimony	Payments received by the household	✓	
Strike Benefits		✓	
Student Income (Grants)			✓
Student Income (Loans)			✓
Student Income (Work Study)			✓
Training allowances	From federal and state employment programs, only the portion that pays or reimburses for living expenses unless excluded by law.	✓	
Tribal per capita payments from casinos	If annual or regular lump sum payments, total for the past 12 months then divided by four. If monthly, use the last three months.	✓	
Tribal Judgment Funds above \$2,000	Only annual payments above \$2,000. This income is rare in Minnesota and is related to land acquisitions.	✓	
Trust Disbursements	If payments are made annual or regularly but not monthly, use the 12-month total divided by four. If monthly, use the last three months.	✓	
Trust Disbursements for Special Needs (also known as Special Needs Trusts)	If payments are made regularly but not monthly, use the 12-month total divided by four. If made monthly, use the last three months. Count payments and distributions for regular support and income. Exclude payments and distributions for special needs/medical expenses from income.	✓	

Income Types	Definition	Count	
		YES	NO
Unemployment Insurance	See the <b>Unemployment Insurance Income Documentation</b> section later in this chapter for details on documenting Unemployment Insurance income.	✓	
Veteran's Benefits		✓	
Worker's Compensation		✓	