



**1. Background**

The Workforce Innovation and Opportunity Act (WIOA) identifies income standards used when determining income status for registration, eligibility, and priority of service for various WIOA-funded programs as described in SWC Policy WS816 R5 – Eligibility Policy and Handbook.

**2. Policy**

Determining income status must take into consideration family size (as defined in [SWC Policy WS816 R5 – Attachment A – Services and Program Eligibility Policy Handbook, Section 5.7](#)) and includable/excludable income (defined below).

This policy does not apply to those who qualify as low income based on receipt of public assistance, homelessness, free or reduced-price lunch, youth living in a high-poverty area, or foster care (as defined in [SWC Policy WS816 R5 – Attachment A – Services and Program Eligibility Policy Handbook](#)).

An individual is considered “low income” if they are in a family with a total includable family income that does not exceed the corresponding low-income standard below:

Family Size	Low-Income Standard <sup>1</sup>	
	Income in Last 6 Months	Hourly <sup>2</sup>
1	\$7,783	\$7.48
2	\$12,749	\$12.25
3	\$17,503	\$16.83
4	\$21,605	\$20.77
5	\$25,497	\$24.51
6	\$29,818	\$28.67
7	\$34,113	\$32.80
8	\$38,459	\$36.97
	For families/households with more than 8 persons, add \$8,641 to the annual standard for each additional person	

<sup>1</sup> An individual with a disability can be considered a family of one for low-income determinations.

<sup>2</sup> Hourly rates calculated based on annual full-time employment – annual salary divided by 2080 hours per year. Hourly rate is informational only and is not used to calculate income status.

**3. Types of Includable and Excludable Income**

In addition to required income inclusions and exclusions defined in 20 CFR 680.650 and TEGL 19-16 respectively (noted below), the SWC has defined what is included or excluded as income for low-income determinations. While the SWC has defined these included and excluded income lists, it is not all-inclusive and may be added to or changed as necessary. For items not on the list, contact the SWC for guidance.

## Included Income

1.	Gross wages and salaries before deductions received from work performed as an employee, including wages earned while in On-the-Job Training (OJT), on reserve duty in the Armed Forces, and severance pay.
2.	Net receipts from non-farm self-employment (receipts from a person's own unincorporated business, professional enterprise or partnership, after deductions for business expenses). Any business losses will off-set wage earnings.
3.	Net receipts from farm self-employment (receipts from a farm which one operates as an owner, renter, or sharecropper, after deductions for farm operating expenses). Any farm losses will off-set wage earnings.
4.	Regular payments from railroad retirement benefits, strike benefits from union funds, worker's compensation (not lump sum) and training stipends.
5.	Alimony.
6.	Military family allotments or other regular support from an absent family member or someone not living in the household, except child support payments and military payments indicated below which are excluded from family income calculations.
7.	Pensions whether private or government employee (including military retirement pay).
8.	Regular insurance or annuity payments received by the individual or family member.
9.	College or university grants or scholarships based on merit, fellowships and assistantships (other than needs-based scholarships).
10.	Dividends, interest, net rental income, net royalties, periodic receipts from estates or trusts and net gambling or lottery winnings.
11.	Regular payments from Social Security Disability (SSDI), old-age, and survivors insurance received under the Social Security Act (TEGL 19-16).
12.	Unemployment insurance payments (TEGL 19-16).
13.	Child support payments (TEGL 19-16).

Excluded Income	
1.	<b>Needs-based</b> scholarship assistance, and financial assistance under Title IV of the Higher Education Act, i.e., Pell Grants, Federal Supplemental Educational Opportunity Grants and Federal Work Study, PLUS (Stafford and Perkins loans, like any other kind of loans, are debt and not income).
2.	Non-cash benefits such as employer-paid or union-paid portion of health insurance or other employee fringe benefits, Medicare, Medicaid, food stamps, school meals, food or housing received in lieu of wages and housing assistance.
3.	Allowance, earnings and payments made to individuals participating in WIOA programs or any other workforce development program (except OJT participants) for which eligibility is based upon a needs and/or income test.
4.	Certain one-time cash payments including: tax refunds; one-time gifts; loans, which are debt and not income; assets from the sale of a home, property, or car; one-time insurance settlements; lump-sum inheritances; one-time compensation for injury; etc.
5.	Capital gains and losses.
6.	Assets drawn down as withdrawals from a bank and IRA withdrawals.
7.	Amounts paid while on active duty or paid by the Department of Veterans Affairs (VA) for vocational rehabilitation, disability payments, or related VA-funded programs (20 CFR 680.650).
8.	Cash payments received under Title V of the Older American's Act.
9.	Payments received under the Trade Readjustment Act of 1974.
10.	Job Corps payments.
11.	U.S. Housing and Urban Development (HUD) rental assistance subsidies.
12.	Stipends received in the following programs: VISTA, Peace Corps, Foster Grandparent Program, YouthWorks/AmeriCorps Programs and Retired Senior Volunteer Program.
13.	Any federal statute that specifically provides that income or payments received under the statute shall be excluded in determining eligibility for the level of benefits received under any other federal statute.

#### 4. Action Required

Service providers of WIOA Title I and Title III services must distribute this policy broadly throughout the system to ensure WorkSource System staff are familiar with its content and requirements.

#### 5. References

- [WorkSource Information Notice \(WIN\) 0056, Change 11](#)
- [Public Law 113-128, Workforce Innovation and Opportunity Act of 2014, Section 3\(36\)](#)
- [WorkSource System Policy 1019, Revision 10 - Eligibility Policy and Handbook](#)

#### 6. Supersedes

- SWC Policy #WS816, Revision 4 – Attachment B – Income Guidelines

Revision History:  
#See WS816 for revisions prior to Nov 2024