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LEGAL BASE/PURPOSE

The Code of Virginia, Section 63.1-106, provides the legal base for this program. All regulations, procedures, and instructions are promulgated by the State Board of Social Services under authority of the Code of Virginia.

The General Relief Program is **an optional program** designed to provide assistance, either **maintenance** or **emergency**, which cannot be provided through other means. **Localities operating a General Relief Program shall operate the Program under procedures established by the State Board and set forth in the following chapters.** The General Relief Program is financed through State (62.5%) and local (37.5%) funding. For statistical purposes the program code is 21.

1. TRANSFERS

Because of the nature of the General Relief Program, a General Relief case cannot be transferred from one locality to another. When a recipient leaves the locality, his/her case is to be terminated at the earliest date administratively possible. The individual shall be advised that he/she may be eligible in the locality to which he/she has moved, if he/she makes application in that new locality.

2. GENERAL RELIEF PLAN

The General Relief Plan is a written document completed by a locality which states whether a General Relief Program will be operated and, if operated, specifies the components that will be included in the Program. The document when approved by the Medical Assistance Unit, Division of Benefit Programs, State Department of Social Services is the local department's official General Relief Plan. Appeals, including those involving local-only funds, and monitoring will be conducted in accordance with the locality's approved Plan.

An agency may propose to amend, **reinstate, or discontinue its General Relief Program** by submitting, **as appropriate, revised pages of the General Relief Plan** with a cover letter signed by the Director to the Medical Assistance Unit, Division of Benefit Programs, Department of Social Services, 8007 Discovery Drive, Richmond, VA 23229-8699. A copy of the GR Plan and instructions for use are in Part II. If a different effective date from the date specified below is desired, an explanation of the reason for the request and the proposed effective date shall be included in the cover letter.

The submitted page(s) will be reviewed by the Medical Assistance Unit. Pages that cannot be approved because **of** incomplete information **or other problems** will be returned to the agency for follow-up.

An agency may implement a Plan amendment only after the amended page(s) has been approved and returned by the Medical Assistance Unit. The effective date of the amendment will be the first of the month after submission if the revision is received before the fifth of the month. If the submission is received after the fifth of the month, the effective date will be the first of the second month after submission.

State approval of a General Relief Plan or any subsequent amendments in no way signif**ies** the availability of additional funding **for a General Relief Program.** The Plan is intended, rather, as an indication of how already budgeted funds will be disbursed.

3. FUNDING

The funding sources for the GR Program are State funds authorized by the General Assembly of Virginia and local funds authorized by the governing bodies. For reimbursable GR Program components (those State and local components which have been approved by the Medical Assistance Unit), the State Department of Social Services reimburses 62.5% of the expenditure. Chapter D, Section 7, gives the maximum payments applicable for reimbursable components.

4. LOCAL-ONLY FUNDS

Over and above the amounts used from local funds as the agency's share of reimbursable General Relief program components, agencies may use 100% local-only funds to meet additional needs. Each agency determines how local-only funds will be used and what eligibility criteria must be met.

The planned usage of these funds and any eligibility criteria shall be noted in Section 2.3 of the General Relief Plan. Examples of usage of local-only funds include: payments for burial expenses that exceed $500, supplementation to meet 100% of need, funding for special components, or payment when assistance authorized would exceed the reimbursable maximum.

1. COMPONENTS

These components provide ongoing assistance to eligible individuals within the restrictions established by policy and selected by local agencies. The maximum amounts of assistance that may be received are specified in Chapter D.

a. Assistance for Unemployed Employable **Individuals** (GR Type 38)

Individuals who are unemployed but employable and do not reside in institutions may qualify for this component. **Assistance units that may be covered include those with:**

1) parents and their minor children;

2) one parent and his/her minor children;

3) a married couple with no children;

4) a single individual with no children; **and**

5) an unmarried pregnant woman.

b. Assistance for Unemployable **Individuals** (GR Type 37)

Individuals who are unemployable and do not reside in institutions may qualify for this component. **Assistance units that may be covered include those with an individual:**

1) whose capacity for employment is substantially affected by a physical or mental disability;

2) who is unable to find work because of age and/or lack of training and experience;

3) who is not available for employment because of illness in the family; and

4) who is not available for employment because of home responsibilities.

c. Institutional Care (GR Type 31)

An institution is defined as an establishment which provides maintenance and a treatment or service. Individuals who reside in specified institutions may qualify for this component. Individuals in educational institutions, jails, general hospitals, and psychiatric units of a hospital cannot receive assistance from this component.

1) **Individuals who reside in the following** types of institutions may **be covered:**

a) homes for adults;

b) nursing homes;

c) maternity homes;

d) other institutions, such as treatment centers, halfway houses, group homes; and

e) district homes.

2) **Unemployable individuals who may be covered are:**

a) **those whose** capacity for employment is substantially affected by physical or mental disability; and

b) **those who are** unable to find work because of age and/or lack of training and experience.

d. **Ongoing Medical Assistance** (GR Type 42)

Individuals who have ongoing medical needs and do not reside in excluded institutions may qualify for this component. A separate eligibility determination is not required for individuals who are receiving other types of maintenance assistance. The types of services that may be provided from the various subcomponents are restricted to

the types of services that Medicaid would provide. (See Volume XIII, Part III, Chapter D, Section 2.) **Recipients may be required to purchase prescription drugs from a pharmacy with an agency contract. Assistance may be limited to individuals who are receiving maintenance assistance.**

1) The types of service**s (subcomponents) that** may **be provided to an assistance unit** include:

   a) physician, except for inpatient services;

   b) other medical practitioners;

   c) laboratory;

   d) x-ray;

   e) supplementary medical services;

   f) prescription drugs;

   g) medical supplies;

   h) medical appliances;

   i) dental; and

   j) medical transportation.

2) **Assistance units that may be covered include those with an individual:**

   a) **whose** capacity for employment is substantially affected by physical or mental disability;

   b) **who** is unable to find work because of age and/or lack of training;

c) **who** is not available for employment because of illness in the family; and

d) **who** is not available for employment because of home responsibilities.

e. Interim Assistance (GR Type 40)

Individuals who have applied for Supplemental Security Income or must apply for SSI or are appealing an SSI decision, may qualify for this component. An individual receiving presumptive SSI is not eligible for interim assistance even though a decision on his/her SSI application is still pending. **An agency that does not provide assistance for unemployable individuals may restrict interim assistance to individuals with a disability that will last 12 months, has lasted 12 months, or will result in death. Assistance may be provided for:**

1) maintenance payments for individuals **in assistance units who do** not **live** in institutions;

2) maintenance payments for individuals in homes for adults; and

3) maintenance payments for individuals who are in other institutions, such as nursing homes, group homes, treatment centers, and halfway houses.

If an individual is denied SSI, interim assistance will be terminated, unless the individual files an appeal of the SSI decision and the agency provides Interim Assistance during SSI appeals.

Individuals who no longer meet interim assistance requirements may meet requirements for another maintenance component. If so, the assistance unit will continue eligible for GR. If not, GR will be terminated after proper notice is given.

f. Assistance for Unattached Children (GR Type 43)

1) Eligibility

Needy children under 18 who would be eligible for ADC except for the relationship requirement may qualify for this component. NOTE: "Except for the relationship requirement" means that the stated relationship of the caretaker to the child does not meet the specified relative requirements in Section 201.5A of the ADC Manual. Example: When evidence of paternity does not exist, a putative father or his relatives are not specified relatives; therefore, a child living with one of these individuals who would be otherwise eligible for ADC is eligible for GR as an unattached child.

2) Assistance Provided

a) An agency must specify in its General Relief Plan if all unattached children are assisted.

b) If all unattached children are not assisted, the agency must identify the situations in which unattached children are assisted.

2. TIME STANDARDS

a. Action on Application

Action is to be taken on every application for General Relief maintenance unless the application is disposed of as specified in Chapter D, Section 3. Unless the agency is unable to take action through no fault of its own, the time standard for taking action to grant or deny General Relief maintenance assistance is 45 days following the date of application. This requirement is met if payment, notice of denial, or notice of extension of pending status is mailed within the 45 days following the date of application.

If all eligibility requirements are met, action shall not be delayed until the 45-day limit. When the agency is un- able to take action through no fault of its own, e.g., the

applicant has not furnished verification of disability so eligibility cannot be determined, the pending status of the application will be continued an additional 15 days. Action to approve or deny must be taken at the end of the 15 days.

If immediate action is necessary to prevent hardship or if action is not taken by the local board within the specified time limit, action is to be taken by the superintendent/ director pending the next meeting of the local board.

b. Redeterminations

All ongoing General Relief cases must be reviewed periodically to determine whether eligibility still exists. The time frames depend on the type of assistance being given.

1) **Assistance for** Unemployed Employable **Individuals** - every three months.

2) **Assistance for** Unemployable **Individuals** - every twelve months.

3) Institutional **Care** - every twelve months.

4) **Ongoing** Medical **Assistance** - every twelve months.

5) Interim Assistance - every twelve months.

6) **Assistance for** Unattached Children - every six months.

A new Base Document must be completed and all requirements subject to change must be reverified. If the current medical indicates the individual's unemployability will continue for a definite period after the redetermination, a new medical will not be requested at the redetermination. If the medical specifies the disability is permanent, a new medical will be obtained at the redetermination.

c. Partial Reviews

A review of the appropriate eligibility requirement(s) must be done when a change that may affect eligibility occurs or is expected to occur. EXAMPLE 1: If a medical indicates an individual will be unemployable for 2-4 months, a new medical must be obtained and continuing eligibility established before assistance is granted for the 3rd month. EXAMPLE 2: If a medical indicates an individual is unemployable for **13** months, a new medical will not be obtained at the redetermination but must be obtained before assistance is granted for the **14th** month.

d. Changes

1) Applicant's/Recipient's Responsibility

The applicant/recipient is responsible for reporting any changes in his/her situation the day the change occurs or the next agency working day.

In the event that the applicant/recipient has more than one person in the agency working with him (e.g., a separate food stamp worker or service worker), the applicant/recipient will have met his obligation to report, if he/she reports the change to any one of his/her workers in the agency.

2) Agency Responsibility

If an increase is indicated, the increase must be effective no later than the first of the month following the month in which the change is reported. This means a one-month-only or supplemental payment must be made if the change is reported too late to change the check. The Notice To Client Of Action will be used. (See Chapter D, Section 4a.) EXAMPLE: When a change is reported on July 10, the increase must be effective August 1. EXCEPTION: Rate increases for HFA's will be retroactive to the effective date of the increase.

If the indicated action is a decrease in amount of payment or termination of assistance, the Advance Notice Of Proposed Action must be mailed. (See Chapter D, Section 4b.) The reduced payment or nonpayment of assistance must be effective no later than the second month following the month in which the change is reported. EXAMPLE: When a change is reported on July 26, the decrease will be effective September 1.

3. INTERVIEW

A face-to-face interview by the eligibility worker with the categorically-related individual, a spouse, the caretaker of an unattached child, or an authorized representative is required prior to the approval of initial applications and redeterminations for General Relief maintenance. If an authorized representative is acting on behalf of an applicant/recipient, the authorization must be in writing. If the application was filed by an individual acting in behalf of the client, this individual shall be interviewed. This interview may be conducted in the agency office, the home of the individual, or a place agreeable to both parties. Home visits may be made as deemed necessary or appropriate by the local agency.

a. Single Interview

The Food Stamp Act of 1977 requires a single interview for applicants for and recipients of GR maintenance and food stamps in two situations:

1) the applicant who is applying for GR for everyone in his/her separate household wishes to apply for food stamps for the household; or

2) all members of the GR maintenance case are a separate household for food stamp purposes and the application/redetermination form is completed during the month before the month the food stamp certification expires.

For further instructions on the single interview, see the Food Stamp Certification Manual.

b. Purposes of Interview

During the interview, the eligibility worker:

1) makes certain the Benefit Programs Application/Redetermination is clear, consistent, and complete and that the information provided accurately represents what the applicant/recipient wants to say about his/her circumstances;

2) determines what information provided needs further substantiation and what, if any, additional information or substantiating evidence is needed to establish eligibility;

3) obtains any additional information needed for an eligibility decision; and

4) provides information to the applicant/recipient.

c. Information to be Given Applicant/Recipient

1) The applicant's/recipient's responsibility to:

a) provide accurate and complete information to the best of his/her ability;

b) report changes in his/her situation the day the change occurs or the next agency working day; and

c) his/her liability if he/she fails to report changes. A copy of the Notification of Change may be given to the client with an explanation of its use.

2) The regulations with respect to nondiscrimination and confidentiality.

3) The agency's responsibility to:

a) act on the application within 45 days from the date of application; and

b) make changes in the maintenance payment as appropriate.

4) The applicant's/recipient's right of appeal:

a) if action is not taken on an application or request for an increase within the required time period; or

b) if he/she is dissatisfied with the agency's action.

5) Social services provided by the agency.

6) An explanation of the **appropriate Employment Program.**

a) The explanation of the Employment Services Program (ESP) shall include:

(1) that a nonexempt GR recipient must participate in ESP as required by the ESW to remain eligible for maintenance assistance;

(2) the **GR** exemption criteria and if he/she is exempt;

(3) the right to volunteer, if exempt, and to stop volunteering without affecting eligibility;

(4) the right to volunteer to participate in job search activities while an applicant;

(5) the necessity to report changes that could affect exemption status; **and**

(6) the right to appeal Employment Services decisions that affect eligibility.

b) The explanation of the Food Stamp Employment and Training Program (FSET) shall include:

(1) that a nonexempt GR recipient must participate in FSET as required by the ESW to remain eligible for maintenance assistance;

(2) the GR exemption criteria and if he/she is exempt;

(3) the right to volunteer, if exempt, and to stop volunteering without affecting eligibility;

(4) the necessity to report changes that could affect exemption status; and

(5) the right to appeal Employment Services decisions that affect eligibility.

Although an individual exempt by GR policy does not have to participate in ESP or FSET to remain eligible for maintenance assistance, he/she may be nonexempt under Food Stamp Program regulations and if so would have to comply with those regulations in order to be eligible for food stamps.

7) The other eligibility requirements for GR and how the grant amount is computed.

8) The need to substantiate all eligibility factors.

9) If eligibility factors cannot be substantiated, the applicant/recipient will be ineligible.

10) The interim assistance component shall be explained to all applicants/recipients who apply for SSI or who are required to apply for SSI.

In addition to being given the above information orally, all applicants/recipients must be given the leaflets: Appeals and Fair Hearings, Virginia Nondiscrimination Program, and Virginia General Relief Program. The leaflet Working Your Way to a Better Life shall be given to all individuals referred to ESP or FSET; the leaflet Rights and Responsibilities Food Stamp Employment and Training Program shall be given to all individuals who are referred to FSET; and the leaflet ESP-Jobs Making the Right Moves shall be given to all individuals referred to ESP.

4. NONFINANCIAL ELIGIBILITY

Unless otherwise specified, all individuals included in an assistance unit must meet the nonfinancial eligibility criteria that follow.

a. Unemployed

To receive assistance from the **assistance for** unemployed employable **individuals** component, the categorically-related individual must be unemployed. Therefore, a single individual must be unemployed to qualify. If the spouse in a unit requesting assistance is working, a determination must be made as to whether the working spouse is the primary wage earner. If the working spouse is the primary wage earner, the requirement of being unemployed is not met. Whether the working spouse is the primary wage earner will be determined by comparing the earnings of the spouses to see which spouse earned more during the past 24 months.

b. Ineligibility for Aid in a Federal Category

Except as specified in 4) below, an individual must be ineligible for assistance in a federal category (SSI or ADC). The following individuals are not eligible for GR since they do not meet the requirement of ineligibility in a federal category:

1) an individual who has refused to apply when eligibility appears to exist;

2) an individual who appears eligible or was eligible who has been denied or closed for refusal to cooperate in determining initial or continuing eligibility;

3) an individual who has refused assistance when eligibility has been determined to exist; or

4) an individual who is eligible for assistance in his/her own right or who is receiving assistance as an EWB. EXCEPTIONS:

a) an individual who meets all other GR requirements whose application for ADC or SSI is pending.

b) an interim assistance recipient remains eligible for GR until the initial SSI check is received.

c. Citizenship and Alienage

The individual must be a citizen of the United States, an alien lawfully admitted for permanent residence or an alien permanently residing in the U. S. under color of law. Unless there is reason to question the applicant's statement, citizenship is assumed if the application shows the individual's birthplace was in the United States or any of the U. S. territories. Citizenship, if questionable, must be verified.

If the application shows birthplace was not in the United States or any of the U. S. territories, citizenship or eligible alienage must be verified.

Records verifying citizenship include birth certificates, voter registration cards, U. S. Passport, baptismal record showing birth in U. S., certificates of citizenship or naturalization, and INS forms I-179 or I-197. If this evidence is not available, a statement by a knowledgeable third party may be used to verify citizenship. This statement should include information that will establish citizenship, such as, place of birth or persons from whom citizenship is derived.

The status of aliens must be documented. Individuals who qualify for assistance include anyone:

1) who has an Alien Registration Receipt card (I-151 or AR-3a).

2) who has a Resident Alien card (I-551).

3) who has a Temporary Resident card (I-688) with Section 210 or 210A INA.

4) who has a Re-entry Permit (I-327).

5) who has a Refugee Travel Document (I-571).

6) who has an Arrival-Departure Record (I-94) with any of the following notations:

   a) Section 207 INA;

   b) Refugee;

   c) Section 208 INA;

   d) Asylum;

   e) Section 243(h) INA; or

   f) Cuban-Haitian Entrant.

7) who has on Arrival-Departure Record-Parole Edition (I-94) with any of the following notations:

   a) Section 212(d) (5) INA;

   b) Conditional Entry; or

   c) Section 203(a)(7) INA.

8) who has a receipt from Immigration and Naturalization Service indicating a replacement has been requested for any document in items 1) through **7)**.

9) who entered the United States prior to January 1, 1972, and has continuously resided in the U.S. since entry. Accept client's statement as verification if no reason to doubt.

10) who is residing in the U.S. pursuant to an indefinite stay of deportation (I-94 with notation or immigration letter).

11) who is residing in the U.S. pursuant to an indefinite voluntary departure (I-94 with notation or immigration letter).

12) on whose behalf immigration has approved an immediate relative petition (I-94 with notation or I-210).

13) for whom immigration has accepted a petition as "properly filed" for adjustment of status under Section 245 INA (I-181 or endorsed passport).

14) granted a stay of deportation by court order, statute or regulation, or pursuant to Section 106 (I-94, immigration letter, or Court order).

15) granted voluntary departure pursuant to Section 242(b) if Immigration and Naturalization Service (INS) does not contemplate enforcing the departure (I-94 or I-210).

16) granted deferred action status pursuant to INS instructions (I-210).

17) residing in U.S. under order of supervision pursuant to Section 242 INA (I-220B).

18) granted suspension of deportation pursuant to Section 244 INA and INS does not contemplate enforcing the departure (Immigration judge order).

19) whose deportation has been withheld pursuant to Section 243(h) INA (Immigration judge order).

20) living in United States with the knowledge of INS and INS does not contemplate enforcing departure.

Individuals with other statuses may also meet the requirements. If the individual has no means of

documenting that he/she is an alien lawfully admitted for permanent residence or an alien permanently residing in the U. S. under color of law, verification may be obtained from Immigration and Naturalization.

4420 North Fairfax Drive
Arlington, VA 22203
Telephone: (703) 235-4026

200 Granby Mall, Room 459
Norfolk, VA 23510
Telephone: (804) 441-3081

The alienage/citizenship requirements in the ADC Manual are applicable to an unattached child.

d. Residency

An applicant/recipient must be residing in the locality where he/she is requesting or receiving assistance.

A person can receive assistance from any program component for which he/she is eligible, if the component is in the approved General Relief Plan of the locality in which he/she has residence. The residency requirements in the ADC Manual are applicable to unattached children.

1) Noninstitutional Residence

Although residency does not imply a minimum time a person must have lived in a locality, the individual must be living in the locality and intend to continue living in the locality to receive assistance. An individual receiving education or training outside the locality in a live-in facility or who is in a general hospital retains his/her residence in the original locality and will continue to be treated as a noninstitutionalized individual in determining eligibility.

Unless there is reason to doubt an individual's statement, his/her declaration of residence in the locality will be accepted. If it is necessary to verify residency, the following may be used:

a) current records showing name and address, such as utility bill, etc.,

b) landlord's statement, or

c) other statements.

2) Institutional Residence

An individual in a home for adults, nursing home, treatment center, district home, maternity home, halfway house, group home (whether public or private), jail, or psychiatric unit of a hospital is considered to be residing in an institution. Individuals in jails or psychiatric units of a hospital do not qualify for General Relief. An individual in a general hospital or educational facility is not considered to be residing in an institution. Procedures for determining residency for an individual in an institution follow:

a) Institutions Outside Virginia

When an individual is in an institution other than a home for adults outside the State, a determination must be made as to whether he/she remains a resident of Virginia.

If he/she entered the out-of-state facility for the specific purpose of securing medical care or treatment which cannot be secured within the State in a location reasonably convenient for him/her and accessible to his/her family, it is assumed that he/she has not left the State for the purpose of making his/her home elsewhere. He/she, therefore, continues to meet the definition of a resident of Virginia and the locality in which he/she was living prior to entering the institution remains his/her residence.

If an individual enters a home for adults outside the State, he/she is no longer a resident of Virginia.

b) Institutions Inside Virginia

If the individual resided in Virginia, residence remains with the locality where he/she last resided outside of an institution. If the individual did not reside in Virginia, he/she will become a resident of the locality where the institution is located.

Residence in an institution must be verified by contact with the applicant/recipient either by phone or visit at the institution.

Unless there is reason to doubt the individual's statement of what locality he resided in before entering the institution, his/her declaration of residency will be used. If it is necessary to verify residency, the following may be used:

(1) hospital records,

(2) court records,

(3) public records; or

(4) any other records.

e. Employment Program**s**

1) **Participation of GR Recipients**

a) **Food Stamp Recipients**

(1) Individuals who reside in localities with a Food Stamp Employment and Training Program (FSET) who do not meet any of the GR exemption criteria in Section 2) below and any of the food stamp exemption criteria in the Food Stamp Certification Manual (Volume V, Part VIII, Section A.) must participate in FSET to remain eligible for maintenance assistance.

(2) Individuals who reside in localities without FSET who do not meet the GR exemption criteria must participate in the Employment Services Program (ESP) to remain eligible for maintenance assistance.

(3) Individuals who meet the food stamp exemption criteria but do not meet the GR exemption criteria must participate in ESP to remain eligible for maintenance assistance.

(4) Individuals who meet the GR exemption criteria must meet Food Stamp Program registration and participation requirements, but failure to comply with food stamp requirements will not affect eligibility for maintenance assistance.

(5) Individuals residing in localities with FSET who meet the GR exemption criteria may volunteer for FSET, but do not have to participate to remain eligible for maintenance assistance.

b) Non-Food Stamp Recipients

(1) Individuals who do not meet any of the GR exemption criteria must participate in ESP to remain eligible for maintenance assistance.

(2) Individuals who meet any of the GR exemption criteria may volunteer for ESP but do not have to participate to remain eligible for maintenance assistance.

2) **Exemption Criteria**

To be exempt from the participation requirements in a)(1), a)(2), a)(3), and b)(1) above, an unemployed GR recipient must meet one of the following.

a) Unattached Children

The exemption criteria in the ADC Manual will be used to determine if an unattached child is exempt.

b) Other Individuals

Other individuals exempt from participation are:

(1) all persons (including the spouse) who fit any of the definitions of unemployability as outlined in Section 4.f. of this chapter;

(2) all persons designated as an EWB (including the spouse) who have been medically verified as essential to the care of any other member of the assistance unit;

(3) all persons who are designated as caretaker for any children in the home (not necessarily members of the assistance unit) under **three** years of age;

(4) all persons under the age of 16;

(5) all persons 16 or 17, if enrolled in school full-time; and

(6) a VISTA volunteer under Title I of Public Law 93-113, the Domestic Volunteer Service Act of 1973.

The Eligibility Worker must determine at the time of application whether **an individual** is exempt from **participation**. At the redetermination the classification of each individual as exempt or nonexempt must be reviewed. When there has been a change in circumstances that may cause an individual's classification to change, a review is necessary.

3) Referral to Employment Services Unit

a) The EW will refer an individual to FSET using Section 1 of the Employment Services Registration/Reporting Form when:

(1) an individual receiving food stamps must participate in FSET to remain eligible for GR.

(2) an exempt individual receiving food stamps wishes to volunteer for FSET.

b) The EW will refer individuals to ESP using Section 1 of the Employment Services Registration/ Reporting Form when:

(1) a nonexempt individual is not a recipient of food stamps.

(2) a nonexempt individual does not reside in a locality with FSET.

(3) a nonexempt individual is a recipient of food stamps who meets the exemption criteria in Volume V, Part VIII, Section A.

(4) an exempt individual not receiving food stamps wishes to volunteer.

The form must be sent to the Employment Services Unit no later than 5 working days after **(a) a GR application for a nonexempt individual** is approved (**b) an individual indicates a desire to participate; or (c) the EW determines a recipient is no longer exempt and must participate.**

4) **ESP** Applicant Job Search

A**n applicant** may participate in **ESP** applicant job search on a voluntary basis. Referral to Employment Services for participation in job search should be done **using Section 1 of the Employment Services Registration/Reporting Form.** However, participation in applicant job search is not a condition of eligibility.

5) **Components**/Participation**/Sanctions**

The Employment Services Worker must decide which components are appropriate for a **referred** individual **and determine if the individual is participating.**

A **referred individual** will be considered to be participating **in an employment program** until notice is received from the ESW that the **individual** has failed/refused to participate without good cause.

If an individual fails/refuses to participate without good cause, he/she is ineligible for maintenance assistance. Therefore, the individual's needs will be removed from the grant and he/she will remain ineligible until the EW is notified by the ESW that the referred individual has begun to participate in FSET or ESP.

6) Communication With **ESP** Employment Services Worker

The Eligibility Worker will be receiving information from and sending information to the Employment Services Worker.

a) Information received will include:

(1) the **referred individual** is not participating in **ESP**, does not have good cause, **and should be sanctioned**;

(2) the **referred individual** has secured employment through **ESP** or on his/her own; and

(3) a request to review an individual's classification as **nonexempt.**

b) Information given will include:

(1) a volunteer no longer wishes to participate;

(2) the case is being closed;

(3) a change in exemption status **from nonexempt to exempt**;

(4) **a referred individual** lost or obtained employment;

(5) change of address;

(6) the results of the review of an individual's classification as **nonexempt**;

(7) **a GR recipient (exempt or nonexempt) is attending education or training activities; and**

(8) a referred volunteer applicant was denied GR.

All information about a change that may affect the **referred individual's** status (except for a response to a request to review an individual's classification as **nonexempt**) must be provided to the employment services worker within 5 **working** days of the change.

When a request is received to review an individual's classification as **nonexempt** the eligibility worker must evaluate the situation and provide the results of the evaluation no later than 30 days after receipt of the request. If documentation of whether the individual should remain **nonexempt** or become exempt cannot be obtained during the 30 days, the individual will remain **nonexempt.**

7) Communication with FSET Employment Services Worker

The information in Section 6) above except for items b) (7) and (8) is applicable to communication between the EW and the ESW.

f. Unemployability

An unemployability determination is not required for the unemployed employable or unattached child components or for an individual who is included in the assistance unit with a categorically-related individual. An individual applying for or receiving interim assistance must either meet the unemployability criteria in 1) or be 65 or over.

The following will be used to determine if individuals meet the unemployability criteria.

1) The individual's capacity for employment is substantially affected by physical or mental disability.

Medical evidence from a qualified practitioner of the healing arts is necessary to establish that a disability exists which either renders the individual unable to work or severely limits his capacity for self-support for 30 days or longer. The 30 days begin with the date the individual is either unable to work or has his capacity for self-support severely limited, not the date of the GR application. Qualified practitioners are physicians, surgeons, psychiatrists, dentists, osteopaths, chiropractors, podiatrists, physical therapists, and clinical psychologists.

If medical evidence verifies the existence of a disability which renders an individual unable to work or severely limits his capacity for self-support for 30 days or longer, the fact that the individual is working does not negate the medical evidence. Contact with the practitioner who provided the medical evidence will be used to determine if the individual continues to be unemployable.

If the statement gives a prescribed course of medical treatment that would render the individual employable, the recipient must follow such course of treatment if at all possible. If the individual fails to follow the prescribed treatment, the agency must determine whether the individual is able to follow the prescribed treatment. If the agency determines the individual was able to follow the prescribed treatment, the individual will be ineligible.

An agency may establish a contract with a local medical facility or practitioner to provide medical information necessary to determine eligibility. However, information provided by a noncontracted practitioner must be used to determine eligibility if that is the desire of the applicant/recipient.

If need is urgent, assistance may be granted for a period not to exceed 30 days pending receipt of the medical report.

2) The individual is unable to find work because of age and/or lack of training and experience.

Unless it is obvious that the individual is not qualified to engage in gainful employment, job opportunities should be explored. Unemployability can be established if the Virginia Employment Commission, Department of Rehabilitative Services, or other referral agency determines:

a) the individual is not suitable for employment or training;

b) referrals have been made to as many jobs as possible and the individual was not accepted; or

c) the individual was unable to perform on the job or in training.

The individual is eligible for General Relief during the period of job exploration or duration of the training program. If the individual refuses to cooperate with the Department of Rehabilitative Services without good cause when services are offered, eligibility does not exist.

3) The individual is not available for employment because of illness in the family or other home responsibilities. Illness in the family must be verified by a doctor. Home responsibilities, which could include the care of a child under six, must be verified by the agency.

When an individual's disability is expected to last or has lasted at least 12 months, the individual's disability will result in death, or the individual is 65 or over, he/she must make application for SSI. **See Section 8 for interim assistance procedures**. Failure to apply for SSI, failure to cooperate with SSA, or refusing to accept SSI (See Section 4.b) will result in termination of General Relief assistance.

If the SSI application is denied, the agency should not refer the individual back to SSI unless his/her physical or mental disability changes in such a way as to make a new application for SSI reasonable. If an individual who has previously failed to apply for SSI reapplies for GR and his/her disability continues to require an SSI application, he/she will be ineligible until the requirements in Section 4.b are met.

g. Pursuit of Support

1) Spouse

By law the spouse of the category-related individual is responsible for the care and maintenance of that individual.

a) If the spouse is not present in the home, a nonsupport petition must be filed unless:

(1) the couple has been separated more than one year prior to the date of application;

(2) the whereabouts of the spouse is unknown; or

(3) the spouse is receiving AG, ADC, GR, or SSI.

The applicant/recipient should file the petition himself/herself, but the agency can perform this function for him/her. If the applicant refuses to file, the agency must file unless the application is withdrawn. The agency cannot determine the amount of support required.

Assistance will be granted, if eligibility exists, while awaiting the decision of the support hearing.

b) If the spouse is in the home but cannot be included in the Assistance Unit because he/she **receives ADC or SSI**, his/her ability to support is not determined.

c) If the spouse is in the home but cannot be included in the assistance unit because he/she does not meet **a nonfinancial requirement in Section 4**, his/her income and resources must be counted in determining eligibility for the applicant/recipient.

(1) Resources will be evaluated as if the ineligible spouse were part of the assistance unit.

(2) Countable income of the spouse will be determind following GR policy. Of the countable income, 100% of the standard of need in the locality will be allowed for the ineligible spouse. The remainder of the countable income will be available for the eligible spouse.

2) Parent

Localities that opt to have a General Relief Program for the unattached child must consider the pursuit of support for that child from the parent or parents.

If the whereabouts of a parent is unknown and this is documented by the agency, support from that parent will not be pursued. The issue must be considered, however, at the time of each redetermination, and recipients must be made aware that any knowledge of the whereabouts of a parent(s) must be reported to the agency at once.

If the whereabouts of a parent is known, a nonsupport petition for that parent must be filed. The caretaker should file the petition himself/herself, but the agency can perform this function for the caretaker. If the caretaker refuses to file, the agency must file unless the application is withdrawn. The agency cannot determine the amount of support required.

h. <u>Sponsorship of Aliens</u>

Before the Immigration and Naturalization Service (INS) will allow some individuals to enter the United States as permanent residents, an Affidavit of Support for the individual must be completed and filed with INS. The Affidavit of Support (Form I-134 or similar form) which may be completed by a United States resident or a public or private agency or organization (the sponsor) states the sponsor's income, resources, and willingness to support the alien being admitted. NOTE: An offer of employment is not an Affidavit of Support.

Since INS makes a determination for each individual as to the need for an affidavit, every individual admitted as a permanent resident will not have a sponsor who signed an affidavit. If an applicant was admitted as a permanent resident (has either an I-551 or an I-688B with a citation of 274a.12(a)(1) that was issued when the person entered the U.S.) and the applicant states he or she has a sponsor, accept the statement.

A sponsored alien is responsible for obtaining the cooperation of his sponsor and supplying the local department of social services with any information and documentation necessary to determine the alien's eligibility for General Relief benefits. If the information is not obtained, eligibility cannot be determined.

1) When the alien

a) applied for General Relief prior to July 1, 1993,

b) entered the U.S. as a refugee, parolee, or political asylee,

c) is a Cuban or Haitian entrant,

d) is an Amerasian from Vietnam,

e) is the spouse of a sponsor, or

f) is sponsored by a person receiving Aid to Families with Dependent Children, Supplemental Security Income, or General Relief

sponsorship has no affect on eligibility for General Relief. Status at admission will be verified from the I-551. Statuses that meet the criteria in items b-d include AM6, AM7, AM8, AR6, AS6, AS7, AS8, CH6, CU6, CU7, IC6, IC7, IC8, P7 RE6, RE7, RE8, and R86. If the individual has a code other than these, but appears to be an alien who meets items b-d, send the information to the regional coordinator for follow-up.

2) If a sponsored alien who does not meet any of the criteria in 1) has been found ineligible for Aid to Families with Dependent Children or Supplemental Security Income due to sponsorship, eligibility for General Relief does not exist. Documentation must be in case record.

3) When the sponsor is a public or private agency or organization, an alien who does not meet any of the criteria in 1) will be ineligible for General Relief for a period of three years; unless the sponsored alien can provide documentation that the agency or organization no longer exists or is unable to meet the alien's needs. The three years begins with the month of admission on the back of the I-551. Documentatioan must be in case record.

4) When the sponsor is a U.S. resident and the alien does not meet any of the criteria in 1), a portion of the income and resources of the sponsor and the sponsor's spouse if they are living together, will be considered to be the unearned income of the alien for a period of three years from the month INS grants the alien permanent resident status. The three years begins with the month of admission on the back of the I-551. Documentation must be in case record.

NOTE: The spouse's income and resources will be counted even if the sponsor and spouse married after the agreement to sponsor was signed.

a) Deemed Income

To determine the amount of income that will be deemed to the alien, subtract from the sponsor's and sponsor's spouse's (if they live together) gross (total without any exclusions) earned and unearned income:

(1) 20% of net earned income not exceeding $175.

(2) the standard of assistance (at 100% of need) for the sponsor and those individuals living in the household excluding any members of the assistance unit who the sponsor claims as dependents on his or her federal income tax statement. Verify number of dependents claimed from tax forms.

(3) any amounts paid by the sponsor or the sponsor's spouse to individuals not living in the household who the sponsor claims as dependents on his or her federal income tax statement. Verify dependents claimed from tax forms.

(4) any payments of alimony or child support for individuals not living in the household who the sponsor does not claim as dependents on his or her federal income tax statement. Verify dependents claimed from tax forms. Verify payments from documents in sponsor's possession.

b) Deemed Resources

Using policy in sections 6.a., 6.b. and 6.c., determine the value of the sponsor's and sponsor's spouse's (if living with the sponsor) resources. Subtract $2500 from the value of the nonexempted resources to determine the amount that will be deemed to the alien.

c) Deemed Income and Resources

The total deemed income and the total deemed resources are deemed as unearned income in computing eligibility for the alien.

d) Sponsorship of More Than One Alien

If a person is the sponsor of two or more aliens, divide the total deemed unearned income by the number of aliens and use this figure to compute eligibility for each alien.

5. INCOME

a. Exclusions

Except as specified, the following types of income will be considered exempt and will be disregarded in determining financial eligibility and calculating the grant:

1) any wages, allowances, or reimbursements for transportation and attendant care costs, when received by an eligible handicapped individual employed in a project under Title VI of the Rehabilitation Act of 1973.

2) the value of the bonus coupon allotment under the Food Stamp Program.

3) home produce of the assistance unit utilized for their own consumption.

4) HUD Section 8 payments. THESE FUNDS MAY BE COMING FROM THE VIRGINIA HOUSING DEVELOPMENT AUTHORITY (VHDA) IN THE FORM OF PAYMENTS FROM UAP (UTILITY ASSISTANCE PROGRAM) OR HAP (HOUSING ASSISTANCE PROGRAM). If this payment covers the assistance unit's entire shelter expense, the Modified Standard of Assistance will be used.

5) publicly (Federal, State, Local) funded housing supplement vendor payments. NOTE: If this payment covers the entire shelter expense, the Modified Standard of Assistance will be used.

6) medical vendor payments.

7) one-month-only income until a pattern can be established.

8) insurance payments that are:

   a) paid directly to a third party and the client has no control over the payment; or

   b) reimbursements for medical bills the client has paid.

9) partial contributions of food and/or clothing, whether in-kind or by vendor payments.

10) special supplemental food program for women, infants, and children (WIC).

11) payments from the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970.

12) payments from Sections 25-239, 25-240, and 25-241 of the Code of Virginia for relocation assistance.

13) compensation paid under Sections 404(g) and 418 of the Domestic Volunteer Service Act of 1973.

14) payments other than wages or salaries paid from Older Americans Act of 1965.

15) payments from social services block grant (Title XX) for services received by an applicant or recipient.

16) income designated for an individual who is not in the assistance unit, unless the income is being **used by the A.U. to meet the needs of the A.U.** or is considered available to the **A.U.** as provided by Section 4.g.1)c).

17) payments from the Fuel Assistance Program.

18) payments from an "Agent Orange" settlement received after January 1, 1989.

b. Inclusions

Income is anything received by or considered available to the assistance unit. NOTE: If an A.U. received GR in a prior locality and is approved for GR in a new locality for the same month, the GR paid in the prior locality is counted as income.

The income of each member of the assistance unit, unless excluded by the above list, is considered to be available to the entire unit.

1) Earned income is any income which is received as payment for work.

   a) Wages, Salary, or Commissions

      This includes income remaining from work/study programs after the deduction of mandatory school expenses.

   b) Profit from Self-employment

2) Unearned income is any income received that is not payment for work.

   a) Cash

      This includes money the unit receives whether gifts or loans.

   b) Vendor Payments

      These are payments **(gift or loan)** on a bill made directly to the provider for a member of the unit or the entire unit.

   c) Total Food or Clothing

      This includes total food or clothing received by a member of the assistance unit or the entire assistance unit.

d) Partial or Total Shelter

This includes the furnishing of an (1) expense-free shelter arrangement; or (2) vendor payment for all or part of the shelter costs the assistance unit is responsible for paying by a third party who is not a member of the household. Shelter costs include costs for housing and utilities, such as gas, oil, electricity, wood, water, and sewage but not a telephone.

e) School Expenses

Money remaining from scholarships, grants, deferred payment loans, or any other income given to a student to be used to attend school after deduction of mandatory expenses. (See Section d. 2) **f)**.)

f) Benefits

This includes Railroad Retirement, pensions, Veterans, Social Security, disability payments, unemployment benefits, or other benefits. Also included is any benefit that an individual is eligible to receive but has chosen not to accept.

g) Other Income

This includes interest, dividends, income from property, royalties, loans, etc.

c. Verification

The amount and source of all current income available to the assistance unit must be verified. The methods of verification for each type of income are in order of priority. For example, when verifying wages, a written statement from the employer will be used when pay stubs or envelopes are not available or do not reflect the current situation.

1) Earned Income

The applicable methods will be used for verifying the gross amount of income, mandatory deductions allowed by policy, and allowable costs of doing business when self-employed.

a) Wages, Salaries, and Commissions

(1) Pay stubs or envelopes

(2) Written statement from the employer obtained by the applicant/recipient

(3) Written statement from the employer obtained by the eligibility worker

b) Tips

Applicant's/recipient's weekly record of tips not included in the applicant's/recipient's salary or wages

c) Roomers/Boarders and Child Care

(1) Documents in applicant's/recipient's possession

(2) A written statement from the person paying for the service

d) Other Self-employment

(1) Income tax return

(2) Bookkeeping records

(3) Agriculture Stabilization and Conservation Service (ASCS) Records

e) **Work/Study and Mandatory School Expenses**

The period covered by the income and expenses and the amount of the income and expenses must be verified.

(1) **The school**

(2) **Documents in applicant's/recipient's possession**

2) Unearned Income

a) Cash or Vendor Payment

(1) Receipts or cancelled checks

(2) Written statement from person giving the cash or paying the bill

(3) Written statement from source other than the provider which includes how he/she knows about arrangements

(4) Written statement from applicant/recipient

b) Food or Clothing Totally Provided

(1) Written statement signed by the provider

(2) Written statement from source other than the provider which includes how he/she knows about arrangement

(3) Written statement from applicant/recipient

c) Shelter

When the applicant/recipient is not responsible for any shelter costs, accept his/her statement that shelter is furnished.

When the applicant/recipient is responsible for shelter costs but the costs are wholly or partially paid by a third party, verify the vendor payment.

(1) Written statement signed by provider

(2) Written statement from source other than the provider which indicates how he/she knows about arrangement

(3) Written statement from applicant/recipient

d) Social Security and Other Benefits

(1) Documents in applicant's/recipient's possession, such as award letter, notice, or benefit check. If Medicare is being deducted, verify net amount.

(2) Written verification from the provider

(3) Written statement from source other than the provider **which indicates how he/she knows arrangement**

e) Student Income and Mandatory School Expenses

The period covered by the income and expenses and the amount of the income and expenses must be verified.

(1) The school

(2) Documents in applicant's/recipient's possession

f) Rental of Property

Any costs involved in renting the property and the gross income received must be verified.

(1) Documents in applicant's/recipient's possession

(2) Written statement from the tenant

g) Loans

(1) Written statement from provider

(2) Written statement from source other than the provider which indicates how he/she knows about arrangement

(3) Written statement from applicant/recipient

h) Other Income

(1) Documents in applicant's/recipient's possession

(2) Written statement from the provider

(3) Written statement from source other than the provider which indicates how he/she knows about arrangement

d. Calculating Income

To determine the amount of income to be counted as available in computing the grant, the following procedures are applicable.

1) Earned Income

Only net earnings are counted. Net earnings are computed by subtracting taxes (use the composite tax table, Appendix VI), mandatory retirement and insurance, mandatory costs of uniforms and/or special equipment required to keep the job, and mandatory union dues payments from the gross earnings. **The gross earnings and deductions are converted, when necessary, to monthly amounts by using the conversion chart. (Appendix V)**

a) Regular Earnings

To compute the monthly earnings when both earnings and deductions have to be converted, subtract the converted deductions from the converted earnings.

b) Irregular Earnings

A monthly amount for gross earnings is obtained by computing the average monthly earnings for the three months prior to the month of computation. If an individual has less than three months earnings, determine the average earnings per month and use this figure until three months earnings are available.

If a trend in earnings either up or down is noted, the eligibility worker should use the most recent month's figures to project future earnings. A desk review of the earnings should be done at a minimum of every three months if no full redetermination is mandated prior to that time.

c) Yearly Earnings

Income that is received once a year must be divided by 12 to obtain the monthly amount.

d) Seasonal Earnings

Seasonal earnings or any earnings which are temporary can only be considered available during the period in which they are received. For example, a person has a job at a summer resort from Memorial Day to Labor Day. Income from this job can only be counted during that same period and he/she will be considered to have no income after Labor Day.

e) Self-Employment

The net profit (income received minus allowable costs) will be THE EARNED INCOME USED TO COMPUTE THE GRANT.

(1) Child Care

When this service is provided in the client's home to children other than those living in the same home, deduct from the average monthly gross income, the cost of meals and snacks that are provided to determine the profit. Allow 40¢ per meal or snack per day.

(2) Profit From Roomers and/or Boarders

(a) Board Only - The profit is computed by taking the monthly gross income from boarders less a $50.00 food allowance per boarder.

EXAMPLE:

$ 75.00	boarder payment
x 2	boarders
$150.00	gross monthly payment
- 50.00	food allowance
- 50.00	food allowance
$ 50.00	profit to be counted

(b) Room Rent - If heat is furnished to the tenant, the profit is considered to be 65% of the monthly gross income received. If the heat is not furnished the profit is 75% of the monthly gross income.

EXAMPLES:

The applicant/recipient has a roomer who pays $57.00 per month. The applicant provides the heat to the tenant.

$ 57.00	room rent
x .65	
$ 37.05	profit to be counted

If the roomer must pay for his/her own heat:

$ 57.00	room rent
x .75	
$ 42.75	profit to be counted

(c) Room and Board - To compute the profit from a combination room and board payment, determine the gross monthly income; deduct the $50.00 food allowance per boarder; and apply the room rent percentages (as outlined above) to the remainder.

EXAMPLE:

The applicant/recipient has two (2) roomer-boarders who pay $125.00/month and $105.00/month, respectively. The applicant provides the heat for both tenants.

$125.00	roomer-boarder #1
$105.00	roomer-boarder #2
$230.00	gross monthly income
- 50.00	food allowance
- 50.00	food allowance
$130.00	rent remainder
x .65	
$ 84.50	profit to be counted

(3) Other Self-Employment

With the exception of purchase of or payment towards the purchase of capital assets, amounts declared on income tax forms as depreciation, and amounts declared as net loss from a previous period, profit is earnings minus the cost of doing business.

f) Work/Study Programs

Work/study income less all mandatory expenses (tuition, fees, books, etc.) will be prorated over the period the income covers.

2) Unearned Income

The gross unearned income is converted, as necessary, to monthly amounts by using the conversion chart in Appendix V.

a) If total food or clothing is regularly provided either by an in-kind contribution or vendor payment, the contribution must be counted as income. If the agency pays a percent of need, not included in the table in Appendix IV, the value of the contribution must be computed by the agency. The figures for 100% of need are multiplied by the percent of need being paid by the agency to determine the amount to be counted as income.

b) If total shelter is furnished or all shelter costs are paid for by a third party or all shelter costs are covered by an excluded source of income, the Modified Standards of Assistance chart (Appendix III) is used **and the shelter is not counted as income in determining the grant amount.**

c) If shelter costs which the assistance unit is responsible to pay are partly paid by a third party who is not a member of the household (directly to the provider, not cash to the assistance unit), determine if counted as a shelter contribution or if the Modified Standard

of Assistance would be used. If the amount varies from month to month, obtain an average for the previous six months and use it to determine eligibility for the next six months. If the shelter costs have been paid for less than six months, determine the avernage payment per month and use this figure until average for six months is available. To determine whether the Modified Standard of Assistance is used, the Assistance Plan or the following computation can be used.

(1) Determine the standard of assistance for the assistance unit in question.

(2) Deduct the amount of shelter paid by the vendor payment. The remainder is the deficit.

(3) Compare the deficit to the Modified Standard of Assistance.

(4) The higher amount, whether it is the deficit based on partial shelter or the Modified Standard of Assistance, will be used to compute the grant and determine eligibility.

EXAMPLE:

In a Group II locality providing General Relief at 83% of need, the Standard of Assistance for an AU of 2 is $213.00.

$100 is being paid for the unit's rental costs.

Standard	$213.00
Rent provided	-100.00
Deficit	$113.00

Deficit with rent provided	$113.00
Modified Standard of Assistance (Group II, 83%)	$136.00

AU is eligible for Modified Standard of Assistance.

d) Cash income received, unless exempted, must be counted. If this amount varies from month to month, obtain an average for the past six months and use it to determine eligibility for the next six months. IF INCOME HAS BEEN RECEIVED FOR LESS THAN SIX MONTHS, DETERMINE THE AVERAGE INCOME PER MONTH AND USE THIS FIGURE UNTIL THE AVERAGE FOR SIX MONTHS CAN BE DETERMINED.

e) Except as provided in items a), b), and c), the total amount of a nonexempt third party payment must be counted.

If this amount varies from month to month, obtain an average for the past six months and use it to determine eligibility for the next six months. If an individual has received less than six months of contributions, determine the average amount per month and use this figure until six months of contributions are available.

f) All countable student income less all mandatory expenses (tuition, fees, books, etc.) will be prorated over the period the income covers.

g) The total amount of all other income including income from property, benefits, support, retirement, and disability shall be counted unless exempted.

6. RESOURCES

Resources are liquid and nonliquid assets that the assistance unit can convert to cash. For the asset to be counted as available to the unit, the individual must have the right, authority, or power to liquidate the asset. **When a resource is liquidated, the cash received will be evaluated as a resource not income.**

Liquid assets include cash and any financial instruments, such as bonds, stocks, mutual funds, or promissory notes which are convertible to cash. Pre-paid funeral expenses other than irrevocable trusts established by the applicant/recipient including principal and accumulated interest are available to the unit.

Nonliquid assets include real and personal property, such as trailers, motor vehicles, real estate, boats, insurance, and livestock.

If an assistance unit's nonexempted resources do not exceed $1,000, the resource level for financial eligibility is met. NOTE: When determining the value of resources, do not consider any income as a resource during the month it is received.

a. Exempted Resources

The following types of resources are exempt and will be disregarded in determining financial eligibility:

1) the HOME IN WHICH the applicant/recipient LIVES. The home means the house, lot, ALL CONTIGUOUS PROPERTY, AND ALL BUILDINGS ON THE PROPERTY. CONTIGUOUS PROPERTY IS DEFINED AS LAND THAT IS NOT SEPARATED FROM THE HOUSE LOT BY PROPERTY OWNED BY OTHERS. NOTE: STREAMS AND PUBLIC RIGHTS-OF-WAY DO NOT AFFECT THE EXEMPTION.

2) furnishings and equipment used in the operation of the home.

3) personal effects.

4) one motor vehicle.

5) the cash surrender value of life insurance owned by:

a) any individual under 21 in the A.U.

b) any individual 21 years of age or over in the assistance unit when the total face value(s) is $1,500.00 or less. Neither term insurance nor burial insurance is included when determining the total face value.

6) real property in litigation.

7) income-producing farming and business equipment.

8) income-producing real property, other than the home, unless the assistance unit's equity is $5,000 or more. Real property is considered income-producing if the gross annual return is:

a) 10% or more of the actual value of the property or

b) comparable to that received from similar property located in the community.

9) burial plots owned by the assistance unit.

10) $900 prepaid funeral expenses per assistance unit member. Prepaid funeral expenses are defined as money on deposit with a funeral home, in a joint account with a funeral home, or a burial trust.

11) payments from the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970.

12) payments from Sections 25-239, 25-240, and 25-241 of the Code of Virginia for relocation assistance.

13) life/remainder interest in real property.

14) **payments from an "Agent Orange" settlement received after January 1, 1989.**

For 11), 12), **and 14)** to be exempted they must be kept separate. If funds from these sources are combined with other resources, they must be considered in determining financial eligibility for General Relief.

b. Availability of Resources

Assets will be considered as available to the applicant/recipient until evidence indicates they are not.

When there is a question as to whether an asset or the applicant's/recipient's share of the asset can be liquidated by some action of the individual, the information obtained about the situation should be shared with the Assistant Attorney General (AAG) in the regional office so a decision can be made. If the individual can take an action that would allow the property to be liquidated, the resource is available.

Assets that may not be available include: trusts, jointly owned property, and monies set aside by courts for specified expenses.

The availability of assets must be reviewed when a change in availability is expected and at each redetermination, since the ability to liquidate can change.

c. Verification of Resources

1) Liquid Assets

a) Cash

Use APPLICANT'S/RECIPIENT'S statement of ownership and amount for verification.

b) Bonds, Stocks, Mutual Funds, Promissory Notes

Verify ownership and value from documentation in individual's possession or appropriate sources such as stockbroker.

c) Prepaid Funerals

Verify ownership and value from documents in APPLICANT'S/RECIPIENT'S possession, from funeral home or bank statement. If the prepaid funeral is in the form of a trust, provide the information to the AAG so he/she can determine if the individual can take action to obtain the money.

d) Bank Accounts

Verify the amount and ownership from documentation in client's possession, bank clearance, or written statement from bank, credit union, savings and loan, etc. When there is more than one name on an account, the amount in the account will be prorated between the owners. EXCEPTION: If it can be proved that the funds belong to the other party(ies) and the account was established for the convenience of the other party, the funds will not be counted as available to the applicant/recipient.

2) Nonliquid Assets

a) Real Property

Verify ownership through county/city records.

For nonexempted or income-producing property DETERMINE:

(1) CURRENT MARKET VALUE

Use the assessed value to determine the current market value of the property. If assessed value is not based on 100% of market value, the market value must be calculated. If the client states the value of the property is less than the assessed value, the client may provide statements from two realtors to verify the value. When determining the client's share, partition costs are not included. If property is jointly owned, verify the value of the client's share.

(2) EQUITY

Obtain a statement of the amount owed for the recorded encumbrances. Determine the equity by subtracting the amount owed from the CURRENT market value. If the client owns a share of the property, the client's equity will be his/her share of the total equity.

(a) NONEXEMPTED PROPERTY

IF THE PROPERTY IS NONEXEMPTED, THE EQUITY IS COUNTED AS A RESOURCE.

(b) INCOME-PRODUCING PROPERTY

(i) IF THE PROPERTY IS INCOME-PRODUCING AND THE ASSISTANCE UNIT'S EQUITY IS $5,000 OR MORE, THE EQUITY IS COUNTED AS A RESOURCE UNLESS THE PROPERTY IS EXEMPT FOR ANOTHER REASON.

(ii) If the property is income-producing and the assistance unit's equity is LESS THAN $5,000, DETERMINE WHETHER THE EQUITY WILL BE COUNTED AS A RESOURCE. Verify the income received and determine whether the income is at least 10% of the actual value of the property or comparable to that received from similar property in the area. IF SO, THE EQUITY IS NOT A RESOURCE. IF NOT, THE EQUITY IS A RESOURCE UNLESS THE PROPERTY IS EXEMPT FOR ANOTHER REASON.

If more than one piece of income-producing real property is owned, the $5,000 equity and 10% is applicable to the total.

b) Life Insurance

If more than one piece of income-producing real property is owned, the $5,000 equity and 10% is applicable to the total.

If the total face value of LIFE insurance policies owned by any member of the assistance unit who is 21 or over is more than $1,500, verify cash value from the policy or by contact with the insurance company if the information is not obtainable from the policy. If the cash value may make the unit ineligible, obtain the exact amount from the company.

When information obtained in determining eligibility indicates an assignment (either part or all of the cash value has been designated for another party or beneficiary), the following procedures are applicable:

(1) the agency must have verification in writing from the insurance company that:

(a) an assignment of the cash value of the policy has been made;

(b) the name and address of the PERSON RECEIVING the assignment (ASSIGNEE); and

(c) the amount of the cash value that is included in the assignment.

(2) if an assignment does exist, the agency must determine by a written statement from the ASSIGNEE whether he/she is willing for the POLICY TO BE CASHED. If the ASSIGNEE is willing, the whole cash value will be available as a resource to the applicant/recipient. IF ANY AMOUNT IS TRANSFERRED TO THE ASSIGNEE WHEN THE POLICY IS CASHED, PROPERTY TRANSFER WOULD BE EVALUATED.

(3) if the ASSIGNEE is not willing to have the POLICY CASHED, the agency must evaluate the assignment as property transfer.

(4) if the reason for assignment is not a transfer that precludes eligibility, only the cash value available will be counted as a resource.

c) Motor Vehicle

Verify ownership of motor vehicles through DMV, personal property records or registration. If more than one vehicle is owned, determine the TRADE-IN value for the vehicles from the NADA Appraisal Guides. If the vehicle in question is not in the NADA listings, the agency may determine the value from personal property records. If the APPLICANT/RECIPIENT feels the value determined by the agency is too high, he/she may obtain statements from at least two dealers to substantiate a lower value. IF THE INDIVIDUAL INDICATES HE/SHE NO LONGER OWNS THE VEHICLE, OBTAIN FROM THE INDIVIDUAL A WRITEN STATEMENT OF WHAT HAPPENED TO THE VEHICLE.

After exempting the most valuable vehicle, the EW will determine the equity for any remaining vehicles by subtracting any claims or liens from the TRADE-IN value. This is the amount that will be counted in computing resources available to the assistance unit.

d) Farm and Business Equipment

If property records contain the value and ownership of equipment, they should be used for verification. If not, try to obtain statements from two persons having knowledge of the value and ownership. If these are not available, the APPLICANT'S/RECIPIENT'S statement of ownership and value and that the equipment is income-producing will be accepted. However, if no income is reported when the APPLICANT/RECIPIENT has indicated the equipment is income-producing, the EW should review the use of the equipment.

e) Other Nonliquid Assets

Verify ownership and value through the tax assessor's office, if possible. If not, obtain statements from two persons having knowledge of the value. The APPLICANT'S/RECIPIENT'S statement can be used if other verifications are not available. Verify the amount owed by payment books, statements, or other applicable sources. Determine the equity by subtracting the amount owed from the value. The equity is counted as a resource.

The ownership and value of personal effects, burial plots, and household equipment do not have to be verified.

d. Transfer of Resources

An applicant for General Relief is ineligible for a specified period of time if he/she improperly transfers or otherwise improperly disposes of his/her legal or equitable interest in a resource without adequate compensation within two years of application for General Relief. A recipient is ineligible for a specified period of time if an improper transfer or other improper disposition of legal or equitable interest in a resource is discovered within two years of the transfer or disposition. An improper transfer of a resource will result in the ineligibility of the assistance unit for two years from the date of transfer if the uncompensated value was $12,000 or less. The period of ineligibility will be increased two months for every $1,000 or part thereof of uncompensated value in excess of $12,000. The amount of the uncompensated value is the fair market value of the resource or the client's interest in the resource less the amount of any compensation received for the resource. Exceptions to this provision occur when:

1) a transfer of a resource was not made in an effort to become or remain eligible for General Relief. It will be the responsibility of the client to establish that such a transfer was not made in an effort to qualify for General Relief. The APPLICANT/RECIPIENT

must provide objective evidence that the transfer was exclusively for another purpose. A subjective statement of intent or ignorance of the property transfer provision is not sufficient. The individual must provide evidence that other resources were available, at the time of transfer, to meet his/her needs.

2) retention of the resource at the time of transfer would have had no effect on eligibility.

3) the transfer of the resource resulted in compensation to the individual which approximates the fair market value of the resource. This compensation can be in the form of money, goods, or services. The value of goods and services must be reasonable for the community. The value of services provided by a member of the immediate family must be at a reasonable rate established prior to receipt of the services. **NOTE: Transfer of $900 or less into a prepaid funeral expense is a compensated transfer. Any amount over $900 transferred to a prepaid funeral expense is an uncompensated transfer.**

4) payment has been made on the cost of medical care which approximates the equity value of the resource.

5) disposition was the result of actions by another person (except a legal guardian, committee, or power of attorney) who for any reason obtained the resource without the INDIVIDUAL'S full understanding of the action.

7. DETERMINING ELIGIBILITY

a. Assistance Unit

The term "assistance unit" refers to the individual or group of individuals whose income and resources are taken into consideration in determining need and whose number is used to determine the standard of assistance. Though every member of the assistance unit must be a member of the same household, every member of the household need not be a member of the assistance unit. Need is always determined for the assistance unit rather than for the household.

Depending on the type of assistance, the assistance unit will include one or more of the following individuals.

1) The Categorically-Related Individual

This is the individual whose condition or situation determines the type of assistance to be given, e.g., disability or unemployment. Note: A child under 18 can be a categorically-related individual when he/she meets the requirements for the unattached child component. Unless there is a spouse who is categorically related, each categorically-related individual will be in a separate assistance unit. If the categorically-related individual becomes ineligible because he/she does not meet the employment programs participation requirements, the remainder of the assistance unit will continue to receive assistance if those individuals continue to meet eligibility requirements.

2) The Spouse of the Categorically-Related Individual

If **the** nonfinancial requirements in Sections **4.b., 4.c., and 4.e.** are met by the spouse of the categorically-related individual, the spouse must be included in the assistance unit.

3) Children

Children under 18 are included if they meet all non-financial eligibility requirements and inclusion is requested.

4) EWB'S

Other related or nonrelated individuals for whom inclusion is requested who:

a) Meet nonfinancial eligibility requirements;

b) Have income and resources insufficient to meet needs; and

c) Are providing essential care for another member of the unit. Essential care includes being the caretaker of an unattached child or caring for another individual in the A. U. when a doctor has verified the care is necessary for medical reasons.

b. Standards of Assistance

1) Institutional

The requirements in an institution are **$40.00** for a personal care allowance, plus the rate of the institution. The rate to be used is:

a) Home for Adults

The charge if it does not exceed the rate for the home established by the Department of Social Services.

b) Nursing Home

The charge if it does not exceed the rate established for the home by the State Health Department.

c) Other Institutions

The charge for care as established by the institution.

2) Medical

The cost of a service, up to the maximum in the Plan.

3) Noninstitutional

Whether the Standards of Assistance charts or the Modified Standards of Assistance chart are used depends on the unit's living arrangement.

a) Standards of Assistance

The charts in Appendix II are used when the applicant/recipient pays or is responsible for paying some or all of his/her shelter cost. The appropriate chart is identified in Appendix I. If an agency is using a percent of need not shown on the charts, the agency must compute the standards to be used from the 100% table. These computed standards must be rounded to the nearest dollar.

b) Modified Standards of Assistance

The chart in Appendix III is applicable to all localities regardless of the locality grouping. It is used when the APPLICANT/RECIPIENT HAS TOTAL SHELTER FURNISHED, A THIRD PARTY PAYS ALL SHELTER COSTS or an excluded source of income covers shelter costs. The chart shows 100% and 90% of need. An agency using another percent of need must compute the standards to be used from the 100% table. These calculated standards must be rounded to the nearest dollar.

The percent of need selected by an agency is used for determining the requirements for all individuals receiving assistance from the maintenance components other than institutional or medical.

c. Documentation

Verification of eligibility REQUIREMENTS will be recorded on the Worker's Evaluation of Assistance Unit and Worker's Evaluation of Eligibility. (See Part II for forms and instructions.) FOR A NEW APPLICATION WHEN ELIGIBILITY EXISTS, ALL ELIGIBILITY REQUIREMENTS MUST BE VERIFIED AND DOCUMENTED. WHEN ELIGIBILITY DOES NOT EXIST, DOCUMENT ALL INFORMATION VERIFIED INCLUDING THE REQUIREMENT THAT CAUSED INELIGIBILITY. FOR A REDETERMINATION, ALL REQUIREMENTS SUBJECT TO CHANGE MUST BE VERIFIED AND DOCUMENTED. FOR A PARTIAL REVIEW, THE STATUS OF THE REQUIREMENT BEING REVIEWED MUST BE DOCUMENTED.

Documentation of resources must indicate how the verification was made, what is owned, by whom, and how the value was determined. If an income or resource is excluded in determining eligibility, this must be specified.

d. Computing Grant

The amount of the grant will be computed using the Assistance Plan or other state approved form.

1) Money Payments

Deficiencies will be adjusted to the nearest dollar. Deficiencies from $.01 through $.49 should be adjusted to the next lowest dollar; from $.50 through $.99 to the next highest dollar.

a) If deficiency = $64.49, then
payment = $64.00

b) If deficiency = $64.50, then
payment = $65.00

When the budgetary deficiency is $.49 or less, no money payment is made.

2) Vendor Payments

Vendor payments are paid as computed, i.e., they are not rounded to the nearest dollar.

3) Medical Maintenance Grants

The following procedure is applicable to individuals who are not receiving GR maintenance.

a) Apply the assistance unit's income to 100% of the appropriate Standards of Assistance chart to determine deficit or surplus.

b) If there is a deficiency and the agency only provides medical maintenance OR the unit only wants medical maintenance, the assistance unit would be eligible to receive medical assistance up to the amount specified in the Plan.

c) If there is a surplus, the excess is applied against the medical needs. If the excess does not meet the medical needs, eligibility to receive medical assistance up to the amount specified in the Plan would exist.

EXAMPLE: The agency's Plan specifies a maximum of $50 for medical maintenance. The income of an assistance unit, which has ongoing medical bills totaling $100, is $40.00 above the Standard of Assistance for the unit. Therefore, the unit has $40.00 available towards its medical bills. Since the medical bills total $100, the unit has insufficient income to cover $60 of the medical bills. The agency can pay $50.00 on the bills.

8. INTERIM ASSISTANCE PROCEDURES

a. Individuals Who Have Applied for SSI

Any individual who has applied for SSI must complete the Authorization for Release of SSI Check to be or remain eligible for General Relief. If an applicant does not complete the authorization, the application must be denied. If a recipient does not complete the authorization, assistance must be terminated.

b. Individuals Who Must Apply for SSI

Any individual who has applied for or is receiving General Relief who is 65 or over, whose disability will last longer than 12 months, or whose disability will result in death must complete the Authorization for Release of SSI Check and within two months of receipt of the form by the local agency apply for SSI. If the form is not completed, eligibility for General Relief will not exist. If an SSI application is not filed within two months, eligibility for General Relief will not continue. If an application for SSI is filed within two months of the date the authorization was received by the agency, the application date for SSI is the date the authorization was received by the agency.

c. Information To Be Provided to Applicants/Recipients

All applicants/recipients who must apply for SSI or who have applied for SSI shall be given an explanation of the interim assistance component of the General Relief Program. The explanation will include the following:

1) he/she must complete the authorization in order to be eligible for assistance because he/she is required to apply for SSI or he/she has already applied for SSI;

2) signing the authorization allows the local agency to receive his/her initial SSI check and keep an amount of the check equal to the assistance provided by the agency;

3) the effective period of the authorization (see form);

4) that signing the form means (see form);

5) he/she will receive a Notice of Receipt of SSI Check which will identify assistance payments returned to the agency from the initial SSI check;

6) he/she shall receive any funds not returned to the agency within 10 working days of when the agency received the SSI check; and

7) he/she has the right to a fair hearing if he/she feels the amount kept by the local agency out of the **initial** SSI check was incorrect.

d. Authorization Processing

1) General Relief Applicants

When an individual who must apply for SSI or who has applied for SSI files a General Relief application, he/she must sign the Authorization for Release of SSI Check after the explanation above to be eligible for GR. EXCEPTION: If an individual applies for assistance and produces a copy of an authorization completed in a locality in Virginia from which he/she has just moved, the new locality will not complete a second form unless the new locality verifies the original locality did not send the form to SSA. If the first agency did submit the authorization to SSA, the second agency cannot recoup from the SSI check.

If the individual has moved to your locality from another state, complete an authorization as you would for any other application. If the individual receives

assistance from both states, the first state filing an authorization will receive the reimbursement and the second state will not be able to recoup.

The individual will be classified as receiving the interim assistance component of the General Relief Program and the signed authorization and an SSA-1 indicating the individual is applying for GR shall be sent to the local SSA office within 10 working days of the date the authorization is received. If the application is denied, an SSA-1 advising SSA of the denial must be sent within 10 working days.

If the agency does not receive notification within two months that the individual has filed for SSI, the worker will need to verify the individual's status from SSA. If the individual has not filed for SSI, assistance will be discontinued.

2) General Relief Recipients

When an individual who is receiving General Relief must apply for SSI or has applied for SSI, he/she must sign the Authorization for Release of SSI Check after the explanation in section **c.** above to remain eligible for assistance. The individual shall be classified as receiving the interim assistance component of the General Relief Program and the signed authorization and an SSA-1 indicating the individual is receiving GR shall be sent to the local SSA office within 10 working days of the date the authorization is received.

If the agency does not receive notification within two months of the date the authorization was signed that the individual has filed for SSI, the worker will need to verify the individual's status from the Social Security Office. If the individual has not filed for SSI, assistance will be discontinued.

3) New Authorization Required

A new authorization must be completed if the old authorization was signed more than a year ago and an

SSI application was not filed within the year, an SSI application was denied and not appealed timely, or an authorization was terminated by the individual and locality. A new authorization does not have to be completed when the recipient files a timely appeal of a denial.

e. Reporting and Recoupment

Since federal law allowing recoupment of interim assistance payments for SSI applicants requires reporting of certain information, the following procedures have been established.

1) To notify the reporting and financial staff that the payment is from the interim assistance component of GR, the eligibility worker will attach a copy of the Authorization for Release of SSI Check, to the Case Action Form or Assistance Plan and take necessary action to ensure the individual is coded statistically as an interim assistance case. The authorization forms are to be kept in a suspense file for future reference.

2) Action Upon Receipt of SSI Check

a) The authorization shall be pulled from the file.

b) The eligibility worker is to be notified of receipt of the SSI check.

c) The amount of SSI that can be recouped must be determined.

(1) Calculate the amount of interim assistance received for each month beginning with the month the authorization was received by the agency and ending with the **last** month **included** in the SSI initial check.

(a) Do not include any payments for medical needs, any months **or days** during the above period for which SSI eligibility did not exist, any months interim assistance was not paid, any months checks were cancelled, or any months payments were refunded.

(b) If the authorization was signed on a date other than the first of the month **and the SSI amount was prorated for that month**, any **GR** received for that month must be prorated. To prorate, divide the amount of assistance received by the number of days in the month and multiply that figure by the number of days in the month the authorization was in effect. EXAMPLE: The authorization was signed on May 3, 1989. The AU of one person received $155 for the month. One hundred and forty-five dollars ($155-:31=$5x29=$145) can be counted as interim assistance for May.

(c) If there is more than one person in the assistance unit, the amount of interim assistance received by the SSI eligible individual must be determined.

(i) Divide the standards of assistance by the number of individuals included in the assistance unit to determine the pro rata share of the standards of assistance for the individual who is eligible for SSI.

(ii) Compare the monthly income of the individual who is eligible for SSI **to** his/her monthly pro rata share of the standards of assistance. **Note: Monthly income is any income of the individual that was used to compute the amount of the GR grant.**

- If his/her monthly income was equal to or greater than his/her pro rata share of the standards of assistance, count "0" in the calculation.

- If his/her monthly income was less than his/her pro rata share of the standards of assistance count the difference in the calculation. Note: If the computation is for the month the authorization was signed and the authorization was not signed on the first, follow the procedure in (b) to determine how much of the difference can be counted.

(2) Total all the monthly amounts to get the amount of interim assistance received.

(3) If the amount of interim assistance received is more than the initial SSI check, the entire SSI check will be recouped. If less, the difference is paid to the client.

d) If an individual who was receiving the interim assistance component moved prior to receipt of the SSI initial payment and his/her address is unknown or he/she has died, deduct the recoupment amount and return the balance to the local SSA office with an explanation that includes name, SSN, amount, and reason for return. The check shall be payable to SSA.

e) The SSI check is to be deposited with the county/city treasurer, General Fund, with a directive advising the treasurer of the amount to be placed in the Special Welfare Fund for the client and that the remainder is to be appropriated back to the agency's General Relief Program. Unless assistance was provided from all local-only funds, the amount recouped must be reported as a refund on the General Relief Assistance Expenditure & Case Data Report.

f) Within 10 working days from receipt of the SSI check, the balance due the recipient must be paid

from the Special Welfare Fund. The recipient must be notified of the disbursement of the initial SSI payment on the Notice of Receipt of SSI. If money is owed to the individual, the notice must be sent with the check. If SSA has appointed a payee, the balance must be sent to the payee. The duplicate of this form shall be forwarded to the eligibility worker for filing in the case record.

g) Complete the SSA-8125 **or SSA-L8125**. If a retroactive SSI check is received for an individual, but an SSA-8125 **or SSA-L8125** is not received within five working days, the agency shall contact the local SSA office and make arrangements to obtain the form.

3) Receipt of SSA-8125**/SSA-L8125/SSA-L8125-F4** Only

a) If the **form** shows denial of the SSI application or no retroactive benefits due, it is to be attached to the authorization and sent to the eligibility worker.

b) If the SSA-8125 **or SSA-L8125** is received and shows that the agency should get the initial SSI check but it is not received within 5 working days, contact SSA. **When the check is received follow the procedures in item 2) of this section.**

c) If a SSA-L8125-F4 or a SSA-L8125 with the wording "Drug Addiction & Alcoholism (DA&A) Case" is received with amounts entered in the "Retroactive Amount Due Summary":

(1) pull the authorization from the file.

(2) calculate the amount of interim assistance received for each month beginning with the month the authorization was received by the agency and ending with the last month included in the SSI initial check.

(a) Do not include any payments for medical

needs, any months or days during the above period for which SSI eligibility did not exist, any months interim assistance was not paid, any months checks were cancelled, or any months payments were refunded.

(b) If the authorization was signed on a date other than the first of the month and the SSI amount was prorated for that month, any GR received for that month must be prorated. To prorate, divide the amount of assistance received by the number of days in the month and multiply that figure by the number of days in the month the authorization was in effect. EXAMPLE: The authorization was signed on May 3, 1994. The AU of one person received $155 for the month. One hundred and forty-five dollars ($155÷31=$5x29=$145) can be counted as interim assistance for May.

(c) If there is more than one person in the assistance unit, the amount of interim assistance received by the SSI eligible individual must be determined.

(i) Divide the standards of assistance by the number of individuals included in the assistance unit to determine the pro rata share of the standards of assistance for the individual who is eligible for SSI.

(ii) Compare the monthly income of the individual who is eligible for SSI to his/her monthly pro rata share of the standards of assistance. Note: Monthly income is any income of the individual that was used to compute the amount of the GR grant.

- If his/her monthly income was equal to or greater than

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his/her pro rata share of the standards of assistance, count "0" in the calculation.

- **If his/her monthly income was less than his/her pro rata share of the standards of assistance count the difference in the calculation. Note: If the computation is for the month the authorization was signed and the authorization was not signed on the first, follow the procedure in (b) to determine how much of the difference can be counted.**

(3) total all the monthly amounts to get the amount of interim assistance received.

(4) calculate the amount of reimbursement that can be claimed by the agency. The amount that can be claimed is the lesser of the amount of interim assistance received or the total of the amounts on the retroactive amount due summary.

(5) complete the SSA-L8125 or the SSA-L8125-F4 and return it to the SSA office shown on the form. Instructions for competing the form are in Part II.

(6) complete and mail the Notice of Receipt of SSI within ten days of when the agency receives the reimbursement from SSA. Instructions for completing the form are in Part II.

f. <u>Record Retention</u>

Adequate records documenting all transactions relating to interim assistance, including copies of all forms, must be maintained for three years following the federal fiscal year in which the transaction occurred.

g. Case Action

After the eligibility worker has been notified of the receipt of an SSI check, the SSA-8125, **the SSA-L8125, or the SSA-L8125-F4,** the worker must take appropriate action on the case.

1) Individual Eligible for SSI

When the SSI check, **the SSA-L8125, or the SSA-L8125-F4** is received, the worker will send the Advance Notice of Proposed Action and close the case.

2) One Member of a Couple Eligible for SSI

The ineligible spouse's continuing eligibility for GR will be determined.

3) SSI Application Denied

The agency must determine if the individual is eligible for any other GR component included in the GR Plan. If not, action to close the case will be taken. If the individual appeals the SSI decision and continues to be eligible for GR, and the GR Plan indicates that Interim Assistance is not automatically closed upon denial of the SSI application, the agency will continue to provide Interim Assistance. If the GR Plan indicates Interim Assistance is automatically closed upon denial for SSI, the agency cannot provide Interim Assistance during the SSI appeal.

h. Local Agency Address Changes

Since the Division of Benefit Programs is responsible for notifying SSA of any changes in the addresses of agencies providing interim assistance, the Medical Assistance Unit needs to be notified when an agency's address changes.

GROUPING OF LOCALITIES

GROUP I

Counties

Accomack
Alleghany
Amelia
Amherst
Appomattox
Bath
Bedford
Bland
Botetourt
Brunswick
Buchanan
Buckingham
Campbell
Caroline
Carroll
Charles City
Charlotte
Clarke
Craig
Culpeper
Cumberland
Dickenson
Dinwiddie
Essex
Fauquier
Floyd
Fluvanna
Franklin
Frederick
Giles
Gloucester
Goochland
Grayson
Greene
Greensville
Halifax
Hanover
Henry
Highland
Isle of Wight
James City
King George
King & Queen
King William
Lancaster
Lee
Louisa
Lunenburg
Madison
Mathews
Mecklenburg
Middlesex
Nelson
New Kent
Northampton
Northumberland
Nottoway
Orange
Page
Patrick
Pittsylvania
Powhatan
Prince Edward
Prince George
Pulaski
Rappahannock
Richmond
Rockbridge
Russell
Scott
Shenandoah
Smyth
Southampton
Spotsylvania
Stafford
Surry
Sussex
Tazewell
Washington
Westmoreland
Wise
Wythe
York

Cities

Bristol
Buena Vista
Clifton Forge
Danville
Emporia
Franklin
Galax
Norton
Suffolk

GROUP II

Counties

Albemarle
Augusta
Chesterfield
Henrico
Loudoun
Roanoke
Rockingham
Warren

Cities

Chesapeake
Covington
Harrisonburg
Hopewell
Lexington
Lynchburg
Martinsville
Newport News
Norfolk
Petersburg
Portsmouth
Radford
Richmond
Roanoke
Staunton
Virginia Beach
Williamsburg
Winchester

GROUP III

Counties

Arlington
Fairfax
Montgomery
Prince William

Cities

Alexandria
Charlottesville
Colonial Heights
Falls Church
Fredericksburg
Hampton
Manassas
Manassas Park
Waynesboro

STANDARDS OF ASSISTANCE

GROUP I

Size of Assistance Unit	Table 1 (100%)	Table 2 (90%)
1	$ 146	$ 131
2	229	207
3	295	265
4	358	322
5	422	380
6	473	427
7	535	482
8	602	541
9	657	591
10	718	647
Each person above 10	61	56

MAXIMUM REIMBURSABLE PAYMENT $403

STANDARDS OF ASSISTANCE

GROUP II

Size of Assistance Unit	Table 1 (100%)	Table 2 (90%)
1	$ 174	$ 157
2	257	231
3	322	291
4	386	347
5	457	410
6	509	458
7	570	512
8	636	572
9	692	623
10	754	678
Each person above 10	61	56

MAXIMUM REIMBURSABLE PAYMENT $435

STANDARDS OF ASSISTANCE

GROUP III

Size of Assistance Unit	Table 1 (100%)	Table 2 (90%)
1	$ 243	$ 220
2	327	294
3	393	354
4	457	410
5	542	488
6	593	534
7	655	590
8	721	650
9	779	701
10	838	755
Each person above 10	61	56

MAXIMUM REIMBURSABLE PAYMENT $500

MODIFIED STANDARDS OF ASSISTANCE

SHELTER TOTALLY CONTRIBUTED

GROUPS I, II AND III

Size of Assistance Unit	Table 1 (100%)	Table 2 (90%)
1	$ 81	$ 74
2	164	148
3	230	207
4	293	264
5	340	306
6	392	353
7	454	409
8	521	469
9	577	520
10	636	573
Each person above 10	61	56

GROUP I MAXIMUM REIMBURSABLE PAYMENT $403

GROUP II MAXIMUM REIMBURSABLE PAYMENT $435

GROUP III MAXIMUM REIMBURSABLE PAYMENT $500

EVALUATION OF FOOD AND CLOTHING CONTRIBUTED:
(to be counted as income if either food or clothing is totally supplied without cost for a member of a General Relief assistance unit)

TABLE I - (100% of Need)

Item	Number of Persons in Assistance Unit									
	1									
	Living Alone	In Group	2	3	4	5	6	7	8	Each Additional Person
Food	$54	50	98	143	180	213	244	282	324	40
Clothing	15	15	29	39	53	66	81	93	108	13

TABLE 2 - (90% of Need)

Item	Number of Persons in Assistance Unit									
	1									
	Living Alone	In Group	2	3	4	5	6	7	8	Each Additional Person
Food	$49	45	88	129	160	192	220	254	292	36
Clothing	14	14	26	35	48	59	73	84	97	12

PERIODIC INCOME TO MONTHLY GROSS AMOUNT

WEEKLY		BI-WEEKLY		SEMI-MONTHLY		MONTHLY
0.01 -	0.34	0.01 -	0.69	0.01 -	0.75	1.00
0.35 -	0.57	0.70 -	1.15	0.76 -	1.25	2.00
0.58 -	0.80	1.16 -	1.61	1.26 -	1.75	3.00
0.81 -	1.03	1.62 -	2.08	1.76 -	2.25	4.00
1.04 -	1.26	2.09 -	2.54	2.26 -	2.75	5.00
1.27 -	1.49	2.55 -	3.00	2.76 -	3.25	6.00
1.50 -	1.73	3.01 -	3.46	3.26 -	3.75	7.00
1.74 -	1.96	3.47 -	3.92	3.76 -	4.25	8.00
1.97 -	2.19	3.93 -	4.38	4.26 -	4.75	9.00
2.20 -	2.42	4.39 -	4.85	4.76 -	5.25	10.00
2.43 -	2.65	4.86 -	5.31	5.26 -	5.75	11.00
2.66 -	2.88	5.32 -	5.77	5.76 -	6.25	12.00
2.89 -	3.11	5.78 -	6.23	6.26 -	6.75	13.00
3.12 -	3.34	6.24 -	6.69	6.76 -	7.25	14.00
3.35 -	3.57	6.70 -	7.15	7.26 -	7.75	15.00
3.58 -	3.80	7.16	7.61	7.76 -	8.25	16.00
3.81 -	4.03	7.62 -	8.08	8.26 -	8.75	17.00
4.04 -	4.26	8.09 -	8.54	8.76 -	9.25	18.00
4.27 -	4.49	8.55 -	9.00	9.26 -	9.75	19.00
4.50 -	4.73	9.01 -	9.46	9.76 -	10.25	20.00
4.74 -	4.96	9.47 -	9.92	10.26 -	10.75	21.00
4.97 -	5.19	9.93 -	10.38	10.76 -	11.25	22.00
5.20 -	5.42	10.39 -	10.85	11.26 -	11.75	23.00
5.43 -	5.65	10.86 -	11.31	11.76 -	12.25	24.00
5.66 -	5.88	11.32 -	11.77	12.26 -	12.75	25.00
5.89 -	6.11	11.78 -	12.23	12.76 -	13.25	26.00
6.12 -	6.34	12.24 -	12.69	13.26 -	13.75	27.00
6.35 -	6.57	12.70 -	13.15	13.76 -	14.25	28.00
6.58 -	6.80	13.16 -	13.61	14.26 -	14.75	29.00
6.81 -	7.03	13.62 -	14.08	14.76 -	15.25	30.00
7.04 -	7.26	14.09 -	14.54	15.26 -	15.75	31.00
7.27 -	7.49	14.55 -	15.00	15.76 -	16.25	32.00
7.50 -	7.73	15.01 -	15.46	16.26 -	16.75	33.00
7.74 -	7.96	15.47 -	15.92	16.76 -	17.25	34.00
7.97 -	8.19	15.93 -	16.38	17.26 -	17.75	35.00
8.20 -	8.42	16.39 -	16.85	17.76 -	18.25	36.00
8.43 -	8.65	16.86 -	17.31	18.26 -	18.75	37.00
8.66 -	8.88	17.32 -	17.77	18.76 -	19.25	38.00
8.89 -	9.11	17.78 -	18.23	19.26 -	19.75	39.00
9.12 -	9.34	18.24 -	18.69	19.76 -	20.25	40.00
9.35 -	9.57	18.70 -	19.15	20.26 -	20.75	41.00
9.58 -	9.80	19.16 -	19.61	20.76 -	21.25	42.00
9.81 -	10.03	19.62 -	20.08	21.26 -	21.75	43.00
10.04 -	10.26	20.09 -	20.54	21.76 -	22.25	44.00
10.27 -	10.49	20.55 -	21.00	22.26 -	22.75	45.00
10.50 -	10.73	21.01 -	21.46	22.76 -	23.25	46.00
10.74 -	10.96	21.47 -	21.92	23.26 -	23.75	47.00
10.97 -	11.19	21.93 -	22.38	23.76 -	24.25	48.00

PERIODIC INCOME TO MONTHLY GROSS AMOUNT

WEEKLY		BI-WEEKLY		SEMI-MONTHLY		MONTHLY
11.20 -	11.42	22.39 -	22.85	24.26 -	24.75	49.00
11.43 -	11.65	22.86 -	23.31	24.76 -	25.25	50.00
11.66 -	11.88	23.32 -	23.77	25.26 -	25.75	51.00
11.89 -	12.11	23.78 -	24.23	25.76 -	26.25	52.00
12.12 -	12.34	24.24 -	24.69	26.26 -	26.75	53.00
12.35 -	12.57	24.70 -	25.15	26.76 -	27.25	54.00
12.58 -	12.80	25.16 -	25.61	27.26 -	27.75	55.00
12.81 -	13.03	25.62 -	26.08	27.76 -	28.25	56.00
13.04 -	13.26	26.09 -	26.54	28.26 -	28.75	57.00
13.27 -	13.49	26.55 -	27.00	28.76 -	29.25	58.00
13.50 -	13.73	27.01 -	27.46	29.26 -	29.75	59.00
13.74 -	13.96	27.47 -	27.92	29.76 -	30.25	60.00
13.97 -	14.19	27.93 -	28.38	30.26 -	30.75	61.00
14.20 -	14.42	28.39 -	28.84	30.76 -	31.25	62.00
14.43 -	14.65	28.85 -	29.31	31.26 -	31.75	63.00
14.66	14.88	29.32 -	29.77	31.76 -	32.25	64.00
14.89 -	15.11	29.78 -	30.23	32.26 -	32.75	65.00
15.12 -	15.34	30.24 -	30.69	32.76 -	33.25	66.00
15.35 -	15.57	30.70 -	31.15	33.26 -	33.75	67.00
15.58 -	15.80	31.16 -	31.61	33.76 -	34.25	68.00
15.81 -	16.03	31.62 -	32.08	34.26 -	34.75	69.00
16.04 -	16.26	32.09 -	32.54	34.76 -	35.25	70.00
16.27 -	16.49	32.55 -	33.00	35.26 -	35.75	71.00
16.50 -	16.73	33.01 -	33.46	35.76 -	36.25	72.00
16.74 -	16.96	33.47 -	33.92	36.26 -	36.75	73.00
16.97 -	17.19	33.93 -	34.38	36.76 -	37.25	74.00
17.20 -	17.42	34.39 -	34.84	37.26 -	37.75	75.00
17.43 -	17.65	34.85 -	35.31	37.76 -	38.25	76.00
17.66 -	17.88	35.32 -	35.77	38.26 -	38.75	77.00
17.89 -	18.11	35.78 -	36.23	38.76 -	39.25	78.00
18.12 -	18.34	36.24 -	36.69	39.26 -	39.75	79.00
18.35 -	18.57	36.70 -	37.15	39.76 -	40.25	80.00
18.58 -	18.80	37.16 -	37.61	40.26 -	40.75	81.00
18.81 -	19.03	37.62 -	38.08	40.76 -	41.25	82.00
19.04 -	19.26	38.09 -	38.54	41.26 -	41.75	83.00
19.27 -	19.49	38.55 -	39.00	41.76 -	42.25	84.00
19.50 -	19.73	39.01 -	39.46	42.26 -	42.75	85.00
19.74 -	19.96	39.47 -	39.92	42.76 -	43.25	86.00
19.97 -	20.19	39.93 -	40.38	43.26 -	43.75	87.00
20.20 -	20.42	40.39 -	40.84	43.76 -	44.25	88.00
20.43 -	20.65	40.85 -	41.31	44.26 -	44.75	89.00
20.66 -	20.88	41.32 -	41.77	44.76 -	45.25	90.00
20.89 -	21.11	41.78 -	42.23	45.26 -	45.75	91.00
21.12 -	21.34	32.24 -	42.69	45.76 -	46.25	92.00
21.35 -	21.57	32.70 -	43.15	46.26 -	46.75	93.00
21.58 -	21.80	43.16 -	43.61	46.76 -	47.25	94.00
21.81 -	22.03	43.62 -	44.08	47.26 -	47.75	95.00
22.04 -	22.26	44.09 -	44.54	47.76 -	48.25	96.00

PERIODIC INCOME TO MONTHLY GROSS AMOUNT

WEEKLY		BI-WEEKLY		SEMI-MONTHLY		MONTHLY
22.27 -	22.49	44.55 -	45.00	48.26 -	48.75	97.00
22.50 -	22.73	45.01 -	45.46	48.76 -	49.25	98.00
22.74 -	22.96	45.47 -	45.92	49.26 -	49.75	99.00
22.97 -	23.19	45.93 -	46.38	49.76 -	50.25	100.00
23.20 -	23.42	46.39 -	46.84	50.26 -	50.75	101.00
23.43 -	23.65	46.85 -	47.31	50.76 -	51.25	102.00
23.66 -	23.88	47.32 -	47.77	51.26 -	51.75	103.00
23.89 -	24.11	47.78 -	48.23	51.76 -	52.25	104.00
24.12 -	24.34	48.24 -	48.69	52.26 -	52.75	105.00
24.35 -	24.57	48.70 -	49.15	52.76 -	53.25	106.00
24.58 -	24.80	49.16 -	49.61	53.26 -	53.75	107.00
24.81 -	25.03	49.62 -	50.08	53.76 -	54.25	108.00
25.04 -	25.26	50.09 -	50.54	54.26 -	54.75	109.00
25.27 -	25.49	50.55 -	51.00	54.76 -	55.25	110.00
25.50 -	25.73	51.01 -	51.46	55.26 -	55.75	111.00
25.74 -	25.96	51.47 -	51.92	55.76 -	56.25	112.00
25.97 -	26.19	51.93 -	52.38	56.26 -	56.75	113.00
26.20 -	26.42	52.39 -	52.84	56.76 -	57.25	114.00
26.43 -	26.65	52.85 -	53.31	57.26 -	57.75	115.00
26.66 -	26.88	53.32 -	53.77	57.76 -	58.25	116.00
26.89 -	27.11	53.78 -	54.23	58.26 -	58.75	117.00
27.12 -	27.34	54.24 -	54.69	58.76 -	59.25	118.00
27.35 -	27.57	54.70 -	55.15	59.26 -	59.75	119.00
27.58 -	27.80	55.16 -	55.61	59.76 -	60.25	120.00
27.81 -	28.03	55.62 -	56.08	60.26 -	60.75	121.00
28.04 -	28.26	56.09 -	56.54	60.76 -	61.25	122.00
28.27 -	28.49	56.55 -	57.00	61.26 -	61.75	123.00
28.50 -	28.73	57.01 -	57.46	61.76 -	62.25	124.00
28.74 -	28.96	57.47 -	57.92	62.26 -	62.75	125.00
28.97 -	29.19	57.93 -	58.38	62.76 -	63.25	126.00
29.20 -	29.42	58.39 -	58.84	63.26 -	63.75	127.00
29.43 -	29.65	58.85 -	59.31	63.76 -	64.25	128.00
29.66 -	29.88	59.32 -	59.77	64.26 -	64.75	129.00
29.89 -	30.11	59.78 -	60.23	64.76 -	65.25	130.00
30.12 -	30.34	60.24 -	60.69	65.26 -	65.75	131.00
30.35 -	30.57	60.70 -	61.15	65.76 -	66.25	132.00
30.58 -	30.80	61.16 -	61.61	66.26 -	66.75	133.00
30.81 -	31.03	61.62 -	62.08	66.76 -	67.25	134.00
31.04 -	31.26	62.09 -	62.54	67.26 -	67.75	135.00
31.27 -	31.49	62.55 -	63.00	67.76 -	68.25	136.00
31.50 -	31.73	63.01 -	63.46	68.26 -	68.75	137.00
31.74 -	31.96	63.47 -	63.92	68.76 -	69.25	138.00
31.97 -	32.19	63.93 -	64.38	69.26 -	69.75	139.00
32.20 -	32.42	64.39 -	64.84	69.76 -	70.25	140.00
32.43 -	32.65	64.85 -	65.31	70.16 -	70.75	141.00
32.66 -	32.88	65.32 -	65.77	70.76 -	71.25	142.00
32.89 -	33.11	65.78 -	66.23	71.26 -	71.75	143.00

PERIODIC INCOME TO MONTHLY GROSS AMOUNT

WEEKLY		BI-WEEKLY		SEMI-MONTHLY		MONTHLY
33.12 -	33.34	66.24 -	66.69	71.76 -	72.25	144.00
33.35 -	33.57	66.70 -	67.15	72.26 -	72.75	145.00
33.58 -	33.80	67.16 -	67.61	72.76 -	73.25	146.00
33.81 -	34.03	67.62 -	68.08	73.26 -	73.75	147.00
34.04 -	34.26	68.09 -	68.54	73.76 -	74.25	148.00
34.27 -	34.49	68.55 -	69.00	74.26 -	74.75	149.00
34.50 -	34.73	69.01 -	69.46	74.76 -	75.25	150.00
34.74 -	34.96	69.47 -	69.92	75.26 -	75.75	151.00
34.97 -	35.19	69.93 -	70.38	75.76 -	76.25	152.00
5.20 -	35.42	70.39 -	70.84	76.26 -	76.75	153.00
35.43 -	35.65	70.85 -	71.31	76.76 -	77.25	154.00
35.66 -	35.88	71.32 -	71.77	77.26 -	77.75	155.00
35.89 -	36.11	71.78 -	72.23	77.76 -	78.25	156.00
36.12 -	36.34	72.24 -	72.69	78.26 -	78.75	157.00
36.35 -	36.57	72.70 -	73.15	78.76 -	79.25	158.00
36.58 -	36.80	73.16 -	73.61	79.26 -	79.75	159.00
36.81 -	37.03	73.62 -	74.08	79.76 -	80.25	160.00
37.04 -	37.26	74.09 -	74.54	80.26 -	80.75	161.00
37.27 -	37.49	74.55 -	75.00	80.76 -	81.25	162.00
37.50 -	37.73	75.01 -	75.46	81.26 -	81.75	163.00
37.74 -	37.96	75.47 -	75.92	81.76 -	82.25	164.00
37.97 -	38.19	75.93 -	76.38	82.26 -	82.75	165.00
38.20 -	38.42	76.39 -	76.84	82.76 -	83.25	166.00
38.43 -	38.65	76.85 -	77.31	83.26-	83.75	167.00
38.66 -	38.88	77.32 -	77.77	83.76 -	84.25	168.00
38.89 -	39.11	77.78 -	78.23	84.26 -	84.75	169.00
39.12 -	39.34	78.24 -	78.69	84.76 -	85.25	170.00
39.35 -	39.57	78.70 -	79.15	85.26 -	85.75	171.00
39.58 -	39.80	79.16 -	79.61	85.76 -	86.25	172.00
39.81 -	40.03	79.62 -	80.07	86.26 -	86.75	173.00
40.04 -	40.26	80.08 -	80.54	86.76 -	87.25	174.00
40.27 -	40.49	80.55 -	81.00	87.26 -	87.75	175.00
40.50 -	40.73	81.01 -	81.46	87.76 -	88.25	176.00
40.74 -	40.96	81.47 -	81.92	88.26 -	88.75	177.00
40.97 -	41.19	81.93 -	82.38	88.76 -	89.25	178.00
41.20 -	41.42	82.39 -	82.84	89.26 -	89.75	179.00
41.43 -	41.65	82.85 -	83.31	89.76 -	90.25	180.00
41.66 -	41.88	83.32 -	83.77	90.26 -	90.75	181.00
41.89 -	42.11	83.78 -	84.23	90.76 -	91.25	182.00
42.12 -	42.34	84.24 -	84.69	91.26 -	91.75	183.00
42.35 -	42.57	84.70 -	85.15	91.76 -	92.25	184.00
42.58 -	42.80	85.16 -	85.61	92.26 -	92.75	185.00
42.81 -	43.03	85.62 -	86.07	92.76 -	93.25	186.00
43.04 -	43.26	86.08 -	86.54	93.26 -	93.75	187.00
43.27 -	43.49	86.55 -	87.00	93.76 -	94.25	188.00
43.50 -	43.73	87.01 -	87.46	94.26 -	94.75	189.00
43.74 -	43.96	87.47 -	87.92	94.76 -	95.25	190.00
43.97 -	44.19	87.93 -	88.38	95.26 -	95.75	191.00
44.20 -	44.42	88.39 -	88.84	95.76 -	96.25	192.00

PERIODIC INCOME TO MONTHLY GROSS AMOUNT

WEEKLY		BI-WEEKLY		SEMI-MONTHLY		MONTHLY
44.43 -	44.65	88.85 -	89.31	96.26 -	96.75	193.00
44.66 -	44.88	89.32 -	89.77	96.76 -	97.25	194.00
44.89 -	45.11	89.78 -	90.23	97.26 -	97.75	195.00
45.12 -	45.34	90.24 -	90.69	97.76 -	98.25	196.00
45.35 -	45.57	90.70 -	91.15	98.26 -	98.75	197.00
45.58 -	45.80	91.16 -	91.61	98.76 -	99.25	198.00
45.81 -	46.03	91.62 -	92.07	99.26 -	99.75	199.00
46.04 -	46.26	92.08 -	92.54	99.76 -	100.25	200.00
46.27 -	46.49	92.55 -	93.00	100.26 -	100.75	201.00
46.50 -	46.73	93.01 -	93.46	100.76 -	101.25	202.00
46.74 -	46.96	93.47 -	93.92	101.26 -	101.75	203.00
46.97 -	47.19	93.93 -	94.38	101.76 -	102.25	204.00
47.20 -	47.42	94.39 -	94.84	102.26 -	102.75	205.00
47.43 -	47.65	94.85 -	95.31	102.76 -	103.25	206.00
47.66 -	47.88	95.32 -	95.77	103.26 -	103.75	207.00
47.89 -	48.11	95.78 -	96.23	103.76 -	104.25	208.00
48.12 -	48.34	96.24 -	96.69	104.26 -	104.75	209.00
48.35 -	48.57	96.70 -	97.15	104.76 -	105.25	210.00
48.58 -	48.80	97.16 -	97.61	105.26 -	105.75	211.00
48.81 -	49.03	97.62 -	98.07	105.76 -	106.25	212.00
49.04 -	49.26	98.08 -	98.54	106.26 -	106.75	213.00
49.27 -	49.49	98.55 -	99.00	106.76 -	107.25	214.00
49.50 -	49.73	99.01 -	99.46	107.26 -	107.75	215.00
49.74 -	49.96	99.47 -	99.92	107.76 -	108.25	216.00
49.97 -	50.19	99.93 -	100.38	108.26 -	108.75	217.00
50.20 -	50.42	100.39 -	100.84	108.76 -	109.25	218.00
50.43 -	50.65	100.85 -	101.31	109.26 -	109.75	219.00
50.66 -	50.88	101.32 -	101.77	109.76 -	110.25	220.00
50.89 -	51.11	101.78 -	102.23	110.26 -	110.75	221.00
51.12 -	51.34	102.24 -	102.69	110.76 -	111.25	222.00
51.35 -	51.57	102.70 -	103.15	111.26 -	111.75	223.00
51.58 -	51.80	103.16 -	103.61	111.76 -	112.25	224.00
51.81 -	52.03	103.62 -	104.07	112.26 -	112.75	225.00
52.04 -	52.26	104.08 -	104.54	112.76 -	113.25	226.00
52.27 -	52.50	104.55 -	105.00	113.26 -	113.75	227.00
52.51 -	52.73	105.01 -	105.46	113.76 -	114.25	228.00
52.74 -	52.96	105.47 -	105.92	114.26 -	114.75	229.00
52.97 -	53.19	105.93 -	106.38	114.76 -	115.25	230.00
53.20 -	53.42	106.39 -	106.84	115.26 -	115.75	231.00
53.43 -	53.65	106.85 -	107.31	115.76 -	116.25	232.00
53.66 -	53.88	107.32 -	107.77	116.26 -	116.75	233.00
53.89 -	54.11	107.78 -	108.23	116.76 -	117.25	234.00
54.12 -	54.34	108.24 -	108.69	117.26 -	117.75	235.00
54.35 -	54.57	108.70 -	109.15	117.76 -	118.25	236.00
54.58 -	54.80	109.16 -	109.61	118.26 -	118.75	237.00
54.81 -	55.03	109.62 -	110.07	118.76 -	119.25	238.00
55.04 -	55.26	110.08 -	110.54	119.26 -	119.75	239.00
55.27 -	55.50	110.55 -	111.00	119.76 -	120.25	240.00

PERIODIC INCOME TO MONTHLY GROSS AMOUNT

WEEKLY		BI-WEEKLY		SEMI-MONTHLY		MONTHLY
55.51 -	55.73	111.01 -	111.46	120.26 -	120.75	241.00
55.74 -	55.96	111.47 -	111.92	120.76 -	121.25	242.00
55.97 -	56.19	111.93 -	112.38	121.26 -	121.75	243.00
56.20 -	56.42	112.39 -	112.84	121.76 -	122.25	244.00
56.43 -	56.65	112.85 -	113.31	122.26 -	122.75	245.00
56.66 -	56.88	113.32 -	113.77	122.76 -	123.25	246.00
56.89 -	57.11	113.78 -	114.23	123.26 -	123.75	247.00
57.12 -	57.34	114.24 -	114.69	123.76 -	124.25	248.00
57.35 -	57.57	114.70 -	115.15	124.26 -	124.75	249.00
57.58 -	57.80	115.16 -	115.61	124.76 -	125.25	250.00
57.81 -	58.03	115.62 -	116.07	125.26 -	125.75	251.00
58.04 -	58.26	116.08 -	116.54	125.76 -	126.25	252.00
58.27 -	58.50	116.55 -	117.00	126.26 -	126.75	253.00
58.51 -	58.73	117.01 -	117.46	126.76 -	127.25	254.00
58.74 -	58.96	117.47 -	117.92	127.26 -	127.75	255.00
58.97 -	59.19	117.93 -	118.38	127.76 -	128.25	256.00
59.20 -	59.42	118.39 -	118.84	128.26 -	128.75	257.00
59.43 -	59.65	118.85 -	119.31	128.76 -	129.25	258.00
59.66 -	59.88	119.32 -	119.77	129.26 -	129.75	259.00
59.89 -	60.11	119.78 -	120.23	129.76 -	130.25	260.00
60.12 -	60.34	120.24 -	120.69	130.26 -	130.75	261.00
60.35 -	60.57	120.70 -	121.15	130.76 -	131.25	262.00
60.58 -	60.80	121.16 -	121.61	131.26 -	131.75	263.00
60.81 -	61.03	121.62 -	122.07	131.76 -	132.25	264.00
61.04 -	61.26	122.08 -	122.54	132.26 -	132.75	265.00
61.27 -	61.50	122.55 -	123.00	132.76 -	133.25	266.00
61.51 -	61.73	123.01 -	123.46	133.26 -	133.75	267.00
61.74 -	61.96	123.47 -	123.92	133.76 -	134.25	268.00
61.97 -	62.19	123.93 -	124.38	134.26 -	134.75	269.00
62.20 -	62.42	124.39 -	124.84	134.76 -	134.25	270.00
62.43 -	62.65	124.85 -	125.30	135.26 -	135.75	271.00
62.66 -	62.88	125.31 -	125.77	135.76 -	136.25	272.00
62.89 -	63.11	125.78 -	126.23	136.26 -	136.75	273.00
63.12 -	63.34	126.24 -	126.69	136.76 -	137.25	274.00
63.35 -	63.57	126.70 -	127.15	137.26 -	137.75	275.00
63.58 -	63.80	127.16 -	127.61	137.76 -	138.25	276.00
63.81 -	64.03	127.62 -	128.07	138.26 -	138.75	277.00
64.04 -	64.26	128.08 -	128.54	138.76 -	139.25	278.00
64.27 -	64.50	128.55 -	129.00	139.26 -	139.75	279.00
64.51 -	64.73	129.01 -	129.46	139.76 -	140.25	280.00
64.74 -	64.96	129.47 -	129.92	140.26 -	140.75	281.00
64.97 -	65.19	129.93 -	130.38	140.76 -	141.25	282.00
65.20 -	65.42	130.39 -	130.84	141.26 -	141.75	283.00
65.43 -	65.65	130.85 -	131.30	141.76 -	142.25	284.00
65.66 -	65.88	131.31 -	131.77	142.26 -	142.75	285.00
65.89 -	66.11	131.78 -	132.23	142.76 -	143.25	286.00
66.12 -	66.34	132.24 -	132.69	143.26 -	143.75	287.00
66.35 -	66.57	132.70 -	133.15	143.76 -	144.25	288.00

PERIODIC INCOME TO MONTHLY GROSS AMOUNT

WEEKLY		BI-WEEKLY		SEMI-MONTHLY		MONTHLY
66.58 -	66.80	133.16 -	133.61	144.26 -	144.75	289.00
66.81 -	67.03	133.62 -	134.07	144.76 -	145.25	290.00
67.04 -	67.26	134.08 -	134.54	145.26 -	145.75	291.00
67.27 -	67.50	134.55 -	135.00	145.76 -	146.25	292.00
67.51 -	67.73	135.01 -	135.46	146.26 -	146.75	293.00
67.74 -	67.96	135.47 -	135.92	146.76 -	147.25	294.00
67.97 -	68.19	135.93 -	136.38	147.26 -	147.75	295.00
68.20 -	68.42	136.39 -	136.84	147.76 -	148.25	296.00
68.43 -	68.65	136.85 -	137.30	148.26 -	148.75	297.00
68.66 -	68.88	137.31 -	137.77	148.76 -	149.25	298.00
68.89 -	69.11	137.78 -	138.23	149.26 -	149.75	299.00
69.12 -	69.34	138.24 -	138.69	149.76 -	150.25	300.00
69.35 -	69.57	138.70 -	139.15	150.26 -	150.75	301.00
69.58 -	69.80	139.16 -	139.61	150.76 -	151.25	302.00
69.81 -	70.03	139.62 -	140.07	151.26 -	151.75	303.00
70.04 -	70.26	140.08 -	140.54	151.76 -	152.25	304.00
70.27 -	70.50	140.55 -	141.00	152.26 -	152.75	305.00
70.51 -	70.73	141.01 -	141.46	152.76 -	153.25	306.00
70.74 -	70.96	141.47 -	141.92	153.26 -	153.75	307.00
70.97 -	71.19	141.93 -	142.38	153.76 -	154.25	308.00
71.20 -	71.42	142.39 -	142.84	154.26 -	154.75	309.00
71.43 -	71.65	142.85 -	143.30	154.76 -	155.25	310.00
71.66 -	71.88	143.31 -	143.77	155.26 -	155.75	311.00
71.89 -	72.11	143.78 -	144.23	155.76 -	156.25	312.00
72.12 -	72.34	144.24 -	144.69	156.26 -	156.75	313.00
72.35 -	72.57	144.70 -	145.15	156.76 -	157.25	314.00
72.58 -	72.80	145.16 -	145.61	157.26 -	157.75	315.00
72.81 -	73.03	145.62 -	146.07	157.76 -	158.25	316.00
73.04 -	73.26	146.08 -	146.54	158.26 -	158.75	317.00
73.27 -	73.50	146.55 -	147.00	158.76 -	159.25	318.00
73.51 -	73.73	147.01 -	147.46	159.26 -	159.75	319.00
73.74 -	73.96	147.47 -	147.92	159.76 -	160.25	320.00
73.97 -	74.19	147.93 -	148.38	160.26 -	160.75	321.00
74.20 -	74.42	148.39 -	148.84	160.76 -	161.25	322.00
74.43 -	74.65	148.85 -	149.30	161.26 -	161.75	323.00
74.66 -	74.88	149.31 -	149.77	161.76 -	162.25	324.00
74.89 -	75.11	149.78 -	150.23	162.26 -	162.75	325.00
75.12 -	75.34	150.24 -	150.69	162.76 -	163.25	326.00
75.35 -	75.57	150.70 -	151.15	163.26 -	163.75	327.00
75.58 -	75.80	151.16 -	151.61	163.76 -	164.25	328.00
75.81 -	76.03	151.62 -	152.07	164.26 -	164.75	329.00
76.04 -	76.26	152.08 -	152.54	164.76 -	165.25	330.00
76.27 -	76.50	152.55 -	153.00	165.26 -	165.75	331.00
76.51 -	76.73	153.01 -	153.46	165.76 -	166.25	332.00
76.74 -	76.96	153.47 -	153.92	166.26 -	166.75	333.00
76.97 -	77.19	153.93 -	154.38	166.76 -	167.25	334.00
77.20 -	77.42	154.39 -	154.84	167.26 -	167.75	335.00
77.43 -	77.65	154.85 -	155.30	167.76 -	168.25	336.00

PERIODIC INCOME TO MONTHLY GROSS AMOUNT

WEEKLY		BI-WEEKLY		SEMI-MONTHLY		MONTHLY
77.66 -	77.88	155.31 -	155.77	168.26 -	168.75	337.00
77.89 -	78.11	155.78 -	156.23	168.76 -	169.25	338.00
78.12 -	78.34	156.24 -	156.69	169.26 -	169.75	339.00
78.35 -	78.57	156.70 -	157.15	169.76 -	170.25	340.00
78.58 -	78.80	157.16 -	157.61	170.26 -	170.75	341.00
78.81 -	79.03	157.62 -	158.07	170.76 -	171.25	342.00
79.04 -	79.26	158.08 -	158.54	171.26 -	171.75	343.00
79.27 -	79.50	158.55 -	159.00	171.76 -	172.25	344.00
79.51 -	79.73	159.01 -	159.46	172.26 -	172.75	345.00
79.74 -	79.96	159.47 -	159.92	172.76 -	173.25	346.00
79.97 -	80.19	160.39 -	160.84	173.76 -	174.25	348.00
80.43 -	80.65	160.85 -	161.30	174.26 -	174.75	349.00
80.66 -	80.88	161.31 -	161.77	174.76 -	175.25	350.00
80.89 -	81.11	161.78 -	162.23	175.26 -	175.75	351.00
81.12 -	81.34	162.24 -	162.69	175.76 -	176.25	352.00
81.35 -	81.57	162.70 -	163.15	176.26 -	176.75	353.00
81.58 -	81.80	163.16 -	163.61	176.76 -	177.25	354.00
81.81 -	82.03	163.62 -	164.07	177.26 -	177.75	355.00
82.04 -	82.26	164.08 -	164.54	177.76 -	178.25	356.00
82.27 -	82.50	164.55 -	165.00	178.26 -	178.75	357.00
82.51 -	82.73	165.01 -	165.46	178.76 -	179.25	358.00
82.74 -	82.96	165.47 -	165.92	179.26 -	179.75	359.00
82.97 -	83.19	165.93 -	166.38	179.76 -	180.25	360.00
83.20 -	83.42	166.39 -	166.84	180.26 -	180.75	361.00
83.43 -	83.65	166.85 -	167.30	180.76 -	181.25	362.00
83.66 -	83.88	167.31 -	167.77	181.26 -	181.75	363.00
83.89 -	84.11	167.78 -	168.23	181.76 -	182.25	364.00
84.12 -	84.34	168.24 -	168.69	182.26 -	182.75	365.00
84.35 -	84.57	168.70 -	169.15	182.76 -	183.25	366.00
84.58 -	84.80	169.16 -	169.61	183.26 -	183.75	367.00
84.81 -	85.03	169.62 -	170.07	183.76 -	184.25	368.00
85.04 -	85.26	170.08 -	170.54	184.26 -	184.75	369.00
85.27 -	85.50	170.55 -	171.00	184.76 -	185.25	370.00
85.51 -	85.73	171.01 -	171.46	185.26 -	185.75	371.00
85.74 -	85.96	171.47 -	171.92	185.76 -	186.25	372.00
85.97 -	86.19	171.93 -	172.38	186.26 -	186.75	373.00
86.20 -	86.42	172.39 -	172.84	186.76 -	187.25	374.00
86.43 -	86.65	172.85 -	173.30	187.26 -	187.75	375.00
86.66 -	86.88	173.31 -	173.77	187.76 -	188.25	376.00
86.89 -	87.11	173.78 -	174.23	188.26 -	188.75	377.00
87.12 -	87.34	174.24 -	174.69	188.76 -	189.25	378.00
87.35 -	87.57	174.70 -	175.15	189.26 -	189.75	379.00
87.58 -	87.80	175.16 -	175.61	189.76 -	189.25	380.00
87.81 -	88.03	175.62 -	176.07	190.26 -	190.75	381.00
88.04 -	88.26	176.08 -	176.53	190.76 -	191.25	382.00
88.27 -	88.50	176.54 -	177.00	191.26 -	191.75	383.00
88.51 -	88.73	177.01 -	177.46	191.76 -	192.25	384.00
88.74 -	88.96	177.47 -	177.92	192.26 -	192.75	385.00

PERIODIC INCOME TO MONTHLY GROSS AMOUNT

WEEKLY		BI-WEEKLY		SEMI-MONTHLY		MONTHLY
88.97 -	89.19	177.93 -	178.38	192.76 -	193.25	386.00
89.20 -	89.42	178.39 -	178.84	193.26 -	193.75	387.00
89.43 -	89.65	178.85 -	179.30	193.76 -	194.25	388.00
89.66 -	89.88	179.31 -	179.77	194.26 -	194.75	389.00
89.89 -	90.11	179.78 -	180.23	194.76 -	195.25	390.00
90.12 -	90.34	180.24 -	180.69	195.26 -	195.75	391.00
90.35 -	90.57	180.70 -	181.15	195.76 -	196.25	392.00
90.58 -	90.80	181.16 -	181.61	196.26 -	196.75	393.00
90.81 -	91.03	181.62 -	182.07	196.76 -	197.25	394.00
91.04 -	91.26	182.08 -	182.53	197.26 -	197.75	395.00
91.27 -	91.50	182.54 -	183.00	197.76 -	198.25	396.00
91.51 -	91.73	183.01 -	183.46	198.26 -	198.75	397.00
91.74 -	91.96	183.47 -	183.92	198.76 -	199.25	398.00
91.97 -	92.19	183.93 -	184.38	199.26 -	199.75	399.00
92.20 -	92.42	184.39 -	184.84	199.76 -	200.25	400.00
92.43 -	92.65	184.85 -	185.30	200.26 -	200.75	401.00
92.66 -	92.88	185.31 -	185.77	200.76 -	201.25	402.00
92.89 -	93.11	185.78 -	186.23	201.26 -	201.75	403.00
93.12 -	93.34	186.24 -	186.69	201.76 -	202.25	404.00
93.35 -	93.57	186.70 -	187.15	202.26 -	202.75	405.00
93.58 -	93.80	187.16 -	187.61	202.76 -	203.25	406.00
93.81 -	94.03	187.62 -	188.07	203.26 -	203.75	407.00
94.04 -	94.26	188.08 -	188.53	203.76 -	204.25	408.00
94.27 -	94.50	188.54 -	189.00	204.26 -	204.75	409.00
94.51 -	94.73	189.01 -	189.46	204.76 -	205.25	410.00
94.74 -	94.96	189.47 -	189.92	205.26 -	205.75	411.00
94.97 -	95.19	189.93 -	190.38	205.76 -	206.25	412.00
95.20 -	95.42	190.39 -	190.84	206.26 -	206.75	413.00
95.43 -	95.65	190.85 -	191.30	206.76 -	207.25	414.00
95.66 -	95.88	191.31 -	191.77	207.26 -	207.75	415.00
95.89 -	96.11	191.78 -	192.23	207.76 -	208.25	416.00
96.12 -	96.34	192.24 -	192.69	208.26 -	208.75	417.00
96.35 -	96.57	192.70 -	193.15	208.76 -	209.25	418.00
96.58 -	96.80	193.16 -	193.61	209.26 -	209.75	419.00
96.81 -	97.03	193.62 -	194.07	209.76 -	210.25	420.00
97.04 -	97.26	194.08 -	194.53	210.26 -	210.75	421.00
97.27 -	97.50	194.54 -	195.00	210.76 -	211.25	422.00
97.51 -	97.73	195.01 -	195.46	211.26 -	211.75	423.00
97.74 -	97.96	195.47 -	195.92	211.76 -	212.25	424.00
97.97 -	98.19	195.93 -	196.38	212.26 -	212.75	425.00
98.20 -	98.42	196.39 -	196.84	212.76 -	213.25	426.00
98.43 -	98.65	196.85 -	197.30	213.26 -	213.75	427.00
98.66 -	98.88	197.31 -	197.77	213.76 -	214.25	428.00
98.89 -	99.11	197.78 -	198.23	214.26 -	214.75	429.00
99.12 -	99.34	198.24 -	198.69	214.76 -	215.25	430.00
99.35 -	99.57	199.70 -	199.15	215.26 -	215.75	431.00
99.58 -	99.80	199.16 -	199.61	215.76 -	216.25	432.00
99.81 -	100.03	199.62 -	200.07	216.26 -	216.75	433.00

PERIODIC INCOME TO MONTHLY GROSS AMOUNT

WEEKLY		BI-WEEKLY		SEMI-MONTHLY		MONTHLY
100.04 -	100.26	200.08 -	200.53	216.76 -	217.25	434.00
100.27 -	100.50	200.54 -	201.00	217.26 -	217.75	435.00
100.51 -	100.73	201.01 -	201.46	217.76 -	218.25	436.00
100.74 -	100.96	201.47 -	201.92	218.26 -	218.75	437.00
100.97 -	101.19	201.93 -	202.38	218.76 -	219.25	438.00
101.20 -	101.42	202.39 -	202.84	219.26 -	219.75	439.00
101.43 -	101.65	202.85 -	203.30	219.76 -	220.25	440.00
101.66 -	101.88	203.31 -	203.77	220.26 -	220.75	441.00
101.89 -	102.11	203.78 -	204.23	220.76 -	221.25	442.00
102.12 -	102.34	204.24 -	204.69	221.26 -	221.75	443.00
102.35 -	102.57	204.70 -	205.15	221.76 -	222.25	444.00
102.58 -	102.80	205.16 -	205.61	222.26 -	222.75	445.00
102.81 -	103.03	205.62 -	206.07	222.76 -	223.25	446.00
103.04 -	103.26	206.08 -	206.53	223.26 -	223.75	447.00
103.27 -	103.50	206.54 -	207.00	223.76 -	224.25	448.00
103.51 -	103.73	207.01 -	207.46	224.26 -	224.75	449.00
103.74 -	103.96	207.47 -	207.92	224.76 -	225.25	450.00
103.97 -	104.19	207.93 -	208.38	225.26 -	225.75	451.00
104.20 -	104.42	208.39 -	208.84	225.76 -	226.25	452.00
104.43 -	104.65	208.85 -	209.30	226.26 -	226.75	453.00
104.66 -	104.88	209.31 -	209.77	226.76 -	227.25	454.00
104.89 -	105.11	209.78 -	210.23	227.26 -	227.75	455.00
105.12 -	105.34	210.24 -	210.69	227.76 -	228.25	456.00
105.35 -	105.57	210.70 -	211.15	228.26 -	228.75	457.00
105.58 -	105.80	211.16 -	211.61	228.76 -	229.25	458.00
105.81 -	106.03	211.62 -	212.07	229.26 -	229.75	459.00
106.04 -	106.26	212.08 -	212.53	229.76 -	230.25	460.00
106.27 -	106.50	212.54 -	213.00	230.26 -	230.75	461.00
106.51 -	106.73	213.01 -	213.46	230.76 -	231.25	462.00
106.74 -	106.96	213.47 -	213.92	231.26 -	231.75	463.00
106.97 -	107.19	213.93 -	214.38	231.76 -	232.25	464.00
107.20 -	107.42	214.39 -	214.84	232.26 -	232.75	465.00
107.43 -	107.65	214.85 -	215.30	232.76 -	233.25	466.00
107.66 -	107.88	215.31 -	215.77	233.26 -	233.75	467.00
107.89 -	108.11	215.78 -	216.23	233.76 -	234.25	468.00
108.12 -	108.34	216.24 -	216.69	234.26 -	234.75	469.00
108.35 -	108.57	216.70 -	217.15	234.76 -	235.25	470.00
108.58 -	108.80	217.16 -	217.61	235.26 -	235.75	471.00
108.81 -	109.03	217.62 -	218.07	235.76 -	236.25	472.00
109.04 -	109.26	218.08 -	218.53	236.26 -	236.75	473.00
109.27 -	109.50	218.54 -	219.00	236.76 -	237.25	474.00
109.51 -	109.73	219.01 -	219.46	237.26 -	237.75	475.00
109.74 -	109.96	219.47 -	219.92	237.76 -	238.25	476.00
109.97 -	110.19	219.93 -	220.38	238.26 -	238.75	477.00
110.20 -	110.42	220.39 -	220.84	238.76 -	239.25	478.00
110.43 -	110.65	220.85 -	221.30	239.26 -	239.75	479.00
110.66 -	110.88	221.31 -	221.77	239.76 -	240.25	480.00
110.89 -	111.11	221.76 -	222.23	240.26 -	240.75	481.00

PERIODIC INCOME TO MONTHLY GROSS AMOUNT

WEEKLY		BI-WEEKLY		SEMI-MONTHLY		MONTHLY
111.12 -	111.34	222.24 -	222.69	240.76 -	241.25	482.00
111.35 -	111.57	222.70 -	223.15	241.26 -	241.75	483.00
111.58 -	111.80	223.16 -	223.61	241.76 -	242.25	484.00
111.81 -	112.03	223.62 -	224.07	242.26 -	242.75	485.00
112.04 -	112.26	224.08 -	224.53	242.76 -	243.25	486.00
112.27 -	112.50	224.54 -	225.00	243.26 -	243.75	487.00
112.51 -	112.73	225.01 -	225.46	243.76 -	244.25	488.88
112.74 -	112.96	225.47 -	225.92	244.26 -	244.75	489.00
112.97 -	113.19	225.93 -	226.38	244.76 -	245.25	490.00
113.20 -	113.42	226.39 -	226.84	245.26 -	245.75	491.00
113.43 -	113.65	226.85 -	227.30	245.76 -	246.25	492.00
113.66 -	113.88	227.31 -	227.76	246.26 -	246.75	493.00
113.89 -	114.11	227.77 -	228.23	246.76 -	247.25	494.00
114.12 -	114.34	228.24 -	228.69	247.26 -	247.75	495.00
114.35 -	114.57	228.70 -	229.15	247.76 -	248.25	496.00
114.58 -	114.80	229.16 -	229.61	248.26 -	248.75	497.00
114.81 -	115.03	229.62 -	230.07	248.76 -	249.25	498.00
115.04 -	115.26	230.08 -	230.53	249.26 -	249.75	499.00
155.27 -	115.50	230.54 -	231.00	249.76 -	250.25	500.00
115.51 -	115.73	231.01 -	231.46	250.26 -	250.75	501.00
115.74 -	115.96	231.47 -	231.92	250.76 -	251.25	502.00
115.97 -	116.19	231.93 -	232.38	251.26 -	251.75	503.00
116.20 -	116.42	232.39 -	232.84	251.76 -	252.25	504.00
116.43 -	116.65	232.85 -	233.30	252.26 -	252.75	505.00
116.66 -	116.88	233.31 -	233.76	252.76 -	253.25	506.00
116.89 -	117.11	233.77 -	234.23	253.26 -	253.75	507.00
117.12 -	117.34	234.24 -	234.69	253.76 -	254.25	508.00
117.35 -	117.57	234.70 -	235.15	254.26 -	254.75	509.00
117.58 -	117.80	235.16 -	235.61	254.76 -	255.25	510.00
117.81 -	118.03	253.62 -	236.07	255.26 -	255.75	511.00
118.04 -	118.26	236.08 -	236.53	255.76 -	256.25	512.00
118.27 -	118.50	236.54 -	237.00	256.26 -	256.75	513.00
118.51 -	118.73	237.01 -	237.46	256.76 -	257.25	514.00
118.74 -	118.96	237.47 -	237.92	257.26 -	257.75	515.00
118.97 -	119.19	237.93 -	238.38	257.76 -	258.25	516.00
119.20 -	119.42	238.39 -	238.84	258.26 -	258.75	517.00
119.43 -	119.65	238.85 -	239.30	258.76 -	259.25	518.00
119.66 -	119.88	239.31 -	239.76	259.26 -	259.75	519.00
119.89 -	120.11	239.77 -	240.23	259.76 -	260.25	520.00
120.12 -	120.34	240.24 -	240.69	260.26 -	260.75	521.00
120.35 -	120.57	240.70 -	241.15	260.76 -	261.25	522.00
120.58 -	120.80	241.16 -	241.61	261.26 -	261.75	523.00
120.81 -	121.03	241.62 -	242.07	261.76 -	262.25	524.00
121.04 -	121.26	242.08 -	242.53	262.26 -	262.75	525.00
121.27 -	121.50	242.54 -	243.00	262.76 -	263.25	526.00
121.51 -	121.73	243.01 -	243.46	263.26 -	263.75	527.00
121.74 -	121.96	243.47 -	243.92	263.76 -	264.25	528.00

PERIODIC INCOME TO MONTHLY GROSS AMOUNT

WEEKLY		BI-WEEKLY		SEMI-MONTHLY		MONTHLY
121.97 -	122.19	243.93 -	244.38	264.26 -	264.75	529.00
122.20 -	122.42	244.39 -	244.84	264.76 -	265.25	530.00
122.43 -	122.65	244.85 -	245.30	265.26 -	265.75	531.00
122.66 -	122.88	245.31 -	245.76	265.76 -	266.25	532.00
122.89 -	123.11	245.77 -	246.23	266.26 -	266.75	533.00
123.12 -	123.34	246.24 -	246.69	266.76 -	267.25	534.00
123.35 -	123.57	246.70 -	247.15	267.26 -	267.75	535.00
123.58 -	123.80	247.16 -	247.61	267.76 -	268.25	536.00
123.81 -	124.03	247.62 -	248.07	268.26 -	268.75	537.00
124.04 -	124.26	248.08 -	248.53	268.76 -	269.25	538.00
124.27 -	124.50	248.54 -	249.00	269.26 -	269.75	539.00
124.51 -	124.73	249.01 -	249.46	269.76 -	270.25	540.00
124.74 -	124.96	249.47 -	249.92	270.26 -	270.75	541.00
124.97 -	125.19	249.93 -	250.38	270.76 -	271.25	542.00
125.20 -	125.42	250.39 -	250.84	271.26 -	271.75	543.00
125.43 -	125.65	250.85 -	251.30	271.76 -	272.25	544.00
125.66 -	125.88	251.31 -	251.76	272.26 -	272.75	545.00
125.89 -	126.11	251.77 -	252.23	272.76 -	273.25	546.00
126.12 -	126.34	252.24 -	252.69	273.26 -	273.75	547.00
126.35 -	126.57	252.70 -	253.15	273.76 -	274.25	548.00
126.58 -	126.80	253.16 -	253.61	274.26 -	274.75	549.00
126.81 -	127.03	253.62 -	254.07	274.76 -	275.25	550.00
127.04 -	127.26	254.08 -	254.53	275.26 -	275.75	551.00
127.27 -	127.50	254.54 -	255.00	275.76 -	276.25	552.00
127.51 -	127.73	255.01 -	255.46	276.26 -	276.75	553.00
127.74 -	127.96	255.47 -	255.92	276.76 -	277.25	554.00
127.97 -	128.19	255.93 -	256.38	277.26 -	277.75	555.00
128.20 -	128.42	256.39 -	256.84	277.76 -	278.25	556.00
128.43 -	128.65	256.85 -	257.30	278.26 -	278.75	557.00
128.66 -	128.88	257.31 -	257.76	278.76 -	279.25	558.00
128.89 -	129.11	257.77 -	258.23	279.26 -	279.75	559.00
129.12 -	129.34	258.24 -	258.69	279.76 -	280.25	560.00
129.35 -	129.57	258.70 -	259.15	280.26 -	280.75	561.00
129.58 -	129.80	259.16 -	259.61	280.76 -	281.25	562.00
129.81 -	130.03	259.62 -	260.07	281.26 -	281.75	563.00
130.04 -	130.26	260.08 -	260.53	281.76 -	282.25	564.00
130.27 -	130.50	260.54 -	261.00	282.26 -	282.75	565.00
130.51 -	130.73	261.01 -	261.46	282.76 -	283.25	566.00
130.74 -	130.96	261.47 -	261.92	283.26 -	283.75	567.00
130.97 -	131.19	261.93 -	262.38	283.76 -	284.25	568.00
131.20 -	131.42	262.39 -	262.84	284.26 -	284.75	569.00
131.43 -	131.65	262.85 -	263.30	284.76 -	285.25	570.00
131.66 -	131.88	263.31 -	263.76	285.26 -	285.75	571.00
131.89 -	132.11	263.77 -	264.23	285.76 -	286.25	572.00
132.12 -	132.34	264.24 -	264.69	286.26 -	286.75	573.00
132.35 -	132.57	264.70 -	265.15	286.76 -	287.25	574.00
132.58 -	132.80	265.16 -	265.61	287.26 -	287.75	575.00

PERIODIC INCOME TO MONTHLY GROSS AMOUNT

WEEKLY		BI-WEEKLY		SEMI-MONTHLY		MONTHLY
132.81 -	133.03	265.62 -	266.07	287.76 -	288.25	576.00
133.04 -	133.26	266.08 -	266.53	288.26 -	288.75	577.00
133.27 -	133.50	266.54 -	267.00	288.76 -	289.25	578.00
133.51 -	133.73	267.01 -	267.46	289.26 -	289.75	579.00
133.74 -	133.96	267.47 -	267.92	289.76 -	290.25	580.00
133.97 -	134.19	267.93 -	268.38	290.26 -	290.75	581.00
134.20 -	134.42	268.39 -	268.84	290.76 -	291.25	582.00
134.43 -	134.65	268.85 -	269.30	291.26 -	291.75	583.00
134.66 -	134.88	269.31 -	269.76	291.76 -	292.25	584.00
134.89 -	135.11	269.77 -	270.23	292.26 -	292.75	585.00
135.12 -	135.34	270.24 -	270.69	292.76 -	293.25	586.00
135.35 -	135.57	270.70 -	271.15	293.26 -	293.75	587.00
135.58 -	135.80	271.16 -	271.61	293.76 -	294.25	588.00
135.81 -	136.03	271.62 -	272.07	294.26 -	294.75	589.00
136.04 -	136.26	272.08 -	272.53	294.76 -	295.25	590.00
136.27 -	136.50	272.54 -	273.00	295.26 -	295.75	591.00
136.51 -	136.73	273.01 -	273.46	295.76 -	296.25	592.00
136.74 -	136.96	273.47 -	273.92	296.26 -	296.75	593.00
136.97 -	137.19	273.93 -	274.38	296.76 -	297.25	594.00
137.20 -	137.42	274.39 -	274.84	297.26 -	297.75	595.00
137.43 -	137.65	274.85 -	275.30	297.76 -	298.25	596.00
137.66 -	137.88	275.31 -	275.76	298.26 -	298.75	597.00
137.89 -	138.11	275.77 -	276.23	298.76 -	299.25	598.00
138.12 -	138.34	276.24 -	276.69	299.26 -	299.75	599.00
138.35 -	138.57	276.70 -	277.15	299.76 -	300.25	600.00
138.58 -	138.80	277.16 -	277.61	300.26 -	300.75	601.00
138.81 -	139.03	277.62 -	278.07	300.76 -	301.25	602.00
139.04 -	139.26	278.08 -	278.53	301.26 -	301.75	603.00
139.27 -	139.50	278.54 -	278.99	301.76 -	302.25	604.00
139.51 -	139.73	279.00 -	279.46	302.26 -	302.75	605.00
139.74 -	139.96	279.47 -	279.92	302.76 -	303.25	606.00
139.97 -	140.19	279.93 -	280.38	303.26 -	303.75	607.00
140.20 -	140.42	280.39 -	280.84	303.76 -	304.25	608.00
140.43 -	140.65	280.85 -	281.30	304.26 -	304.75	609.00
140.66 -	140.88	281.31 -	281.76	304.76 -	305.25	610.00
140.89 -	141.11	281.77 -	282.23	305.26 -	305.75	611.00
141.12 -	141.34	282.24 -	282.69	305.76 -	306.25	612.00
141.35 -	141.57	282.70 -	283.15	306.26 -	306.75	613.00
141.58 -	141.80	283.16 -	283.61	306.76 -	307.25	614.00
141.81 -	142.03	283.62 -	284.07	307.26 -	307.75	615.00
142.04 -	142.26	284.08 -	284.53	307.76 -	308.25	616.00
142.27 -	142.50	284.54 -	284.99	308.26 -	308.75	617.00
142.51 -	142.73	285.00 -	285.46	308.76 -	309.25	618.00
142.74 -	142.96	285.47 -	285.92	309.26 -	309.75	619.00
142.97 -	143.19	285.93 -	286.38	309.76 -	310.25	620.00
143.20 -	143.42	286.39 -	286.84	310.26 -	310.75	621.00
143.43 -	143.65	286.85 -	287.30	310.76 -	311.25	622.00

PERIODIC INCOME TO MONTHLY GROSS AMOUNT

WEEKLY		BI-WEEKLY		SEMI-MONTHLY		MONTHLY
143.66 -	143.88	287.31 -	287.76	311.26 -	311.75	623.00
143.89 -	144.11	287.77 -	288.23	311.76 -	312.25	624.00
144.12 -	144.34	288.24 -	288.69	312.26 -	312.75	625.00
144.35 -	144.57	288.70 -	289.15	312.76 -	313.25	626.00
144.58 -	144.80	289.16 -	289.61	313.26 -	313.75	627.00
144.81 -	145.03	289.62 -	290.07	313.76 -	314.25	628.00
145.04 -	145.26	290.08 -	290.53	314.26 -	314.75	629.00
145.27 -	145.50	290.54 -	290.99	314.76 -	315.25	630.00
145.51 -	145.73	291.00 -	291.46	315.26 -	315.75	631.00
145.74 -	145.96	291.47 -	291.92	315.76 -	316.25	632.00
145.97	146.19	291.93 -	292.38	316.26 -	316.75	633.00
146.20 -	146.42	292.39 -	292.84	316.76 -	317.25	634.00
146.43 -	146.65	292.85 -	293.30	317.26 -	317.75	635.00
146.66 -	146.88	293.31 -	293.76	317.76 -	318.25	636.00
146.89 -	147.11	293.77 -	294.23	318.26 -	318.75	637.00
147.12 -	147.34	294.24 -	294.69	318.76 -	319.25	638.00
147.35 -	147.57	294.70 -	295.15	319.26 -	319.75	639.00
147.58 -	147.80	295.16 -	295.61	319.76 -	320.25	640.00
147.81 -	148.03	295.62 -	296.07	320.26 -	320.75	641.00
148.04 -	148.26	296.08 -	296.53	320.76 -	321.25	642.00
148.27 -	148.50	296.54 -	296.99	321.26 -	321.75	643.00
148.51 -	148.73	297.00 -	297.46	321.76 -	322.76	644.00
148.74 -	148.96	297.47 -	297.92	322.26 -	322.75	645.00
148.97 -	149.19	297.93 -	298.38	322.76 -	323.25	646.00
149.20 -	149.42	298.39 -	298.84	323.26 -	323.75	647.00
149.43 -	149.65	298.85 -	299.30	323.76 -	324.25	648.00
149.66 -	149.88	299.31 -	299.76	324.26 -	324.75	649.00
149.89 -	150.11	299.77 -	300.23	324.76 -	325.25	650.00
150.12 -	150.34	300.24 -	300.69	325.26 -	325.75	651.00
150.35 -	150.57	300.70 -	301.15	325.76 -	326.25	652.00
150.58 -	150.80	301.16 -	301.61	326.26 -	326.75	653.00
150.81 -	151.03	301.62 -	302.07	326.76 -	327.25	654.00
151.04 -	151.27	302.08 -	302.53	327.26 -	327.75	655.00
151.28 -	151.50	302.54 -	302.99	327.76 -	328.25	656.00
151.51 -	151.73	303.00 -	303.46	328.26 -	328.75	657.00
151.74 -	151.96	303.47 -	303.92	328.76 -	329.25	658.00
151.97 -	152.19	303.93 -	304.38	329.26 -	329.75	659.00
152.20 -	152.42	304.39 -	304.84	329.76 -	330.25	660.00
152.43 -	152.65	304.85 -	305.30	330.26 -	330.75	661.00
152.66 -	152.88	305.31 -	305.76	330.76 -	331.25	662.00
152.89 -	153.11	305.77 -	306.23	331.26 -	331.75	663.00
153.12 -	153.34	306.24 -	306.69	331.76 -	332.25	664.00
153.35 -	153.57	306.70 -	307.15	332.26 -	332.75	665.00
153.58 -	153.80	307.16 -	307.61	332.76 -	333.25	666.00
153.81 -	154.03	307.62 -	308.07	333.26 -	333.75	667.00
154.04 -	154.27	308.08 -	308.53	333.76 -	334.25	668.00
154.28 -	154.50	308.54 -	308.99	334.26 -	334.75	669.00
154.51 -	154.73	309.00 -	309.46	334.76 -	335.25	670.00

PERIODIC INCOME TO MONTHLY GROSS AMOUNT

WEEKLY		BI-WEEKLY		SEMI-MONTHLY		MONTHLY
154.74 -	154.96	309.47 -	309.92	335.26 -	335.75	671.00
154.97 -	155.19	309.93 -	310.38	335.76 -	336.25	672.00
155.20 -	155.42	310.39 -	310.84	336.26 -	336.75	673.00
155.43 -	155.65	310.85 -	311.30	336.76 -	337.25	674.00
155.66 -	155.88	311.31 -	311.76	337.26 -	337.75	675.00
155.89 -	156.11	311.77 -	312.23	337.76 -	338.25	676.00
156.12 -	156.34	312.24 -	312.69	338.26 -	338.75	677.00
156.35 -	156.57	312.70 -	313.15	338.76 -	339.25	678.00
156.58 -	156.80	313.16 -	313.61	339.26 -	339.75	679.00
156.81 -	157.03	313.62 -	314.07	339.76 -	340.25	680.00
157.04	157.27	314.08 -	314.53	340.26 -	340.75	681.00
157.28 -	157.50	314.54 -	314.99	340.76 -	341.25	682.00
157.51 -	157.73	315.00 -	315.46	341.26 -	341.75	683.00
157.74 -	157.96	315.47 -	315.92	341.76 -	342.25	684.00
157.97 -	158.19	315.93 -	316.38	342.26 -	342.75	685.00
158.20 -	158.42	316.39 -	316.84	342.76 -	343.25	686.00
158.43 -	158.65	316.85 -	317.30	343.26 -	343.75	687.00
158.66 -	158.88	317.31 -	317.76	343.76 -	344.25	688.00
158.89 -	159.11	317.77 -	318.23	344.26 -	344.75	689.00
159.12 -	159.34	318.24 -	318.69	344.76 -	345.25	690.00
159.35 -	159.57	318.70 -	319.15	345.26 -	345.75	691.00
159.58 -	159.80	319.16 -	319.61	345.76 -	346.25	692.00
159.81 -	160.03	319.62 -	320.07	346.26 -	346.75	693.00
160.04 -	160.27	320.08 -	320.53	346.76 -	347.25	694.00
160.28 -	160.50	320.54 -	320.99	347.26 -	347.75	695.00
160.51 -	160.73	321.00 -	321.46	347.76 -	348.25	696.00
160.74 -	160.96	321.47 -	321.92	348.26 -	348.75	697.00
160.97 -	161.19	321.93 -	322.38	348.76 -	349.25	698.00
161.20 -	161.42	322.39 -	322.84	349.26 -	349.75	699.00
161.43 -	161.65	322.85 -	323.30	349.76 -	350.25	700.00
161.66 -	161.88	323.31 -	323.76	350.26 -	350.75	701.00
161.89 -	162.11	323.77 -	324.23	350.76 -	351.25	702.00
162.12 -	162.34	324.24 -	324.69	351.26 -	351.75	703.00
162.35 -	162.57	324.70 -	325.15	351.76 -	352.25	704.00
162.58 -	162.80	325.16 -	325.61	352.26 -	352.75	705.00
162.81 -	163.03	325.62 -	326.07	352.76 -	353.25	706.00
163.04 -	163.27	326.08 -	326.53	353.26 -	353.75	707.00
163.28 -	163.50	326.54 -	326.99	353.76 -	354.25	708.00
163.51 -	163.73	327.00 -	327.46	354.26 -	354.75	709.00
163.74 -	163.96	327.47 -	327.92	254.76 -	355.25	710.00
163.97 -	164.19	327.93 -	328.38	355.26 -	355.75	711.00
164.20 -	164.42	328.39 -	328.84	355.76 -	356.25	712.00
164.43 -	164.65	328.85 -	329.30	356.26 -	356.75	713.00
164.66 -	164.88	329.31 -	329.76	356.76 -	357.25	714.00
164.89 -	165.11	329.77 -	330.22	357.26 -	357.75	715.00
165.12 -	165.34	330.23 -	330.69	357.76 -	358.25	716.00
165.35 -	165.57	330.70 -	331.15	358.26 -	358.75	717.00
165.58 -	165.80	331.16 -	331.61	358.76 -	359.25	718.00

PERIODIC INCOME TO MONTHLY GROSS AMOUNT

WEEKLY	BI-WEEKLY	SEMI-MONTHLY	MONTHLY
165.81 - 166.03	331.62 - 332.07	359.26 - 359.75	719.00
166.04 - 166.27	332.08 - 332.53	359.76 - 360.25	720.00
166.28 - 166.50	332.54 - 332.99	360.26 - 360.75	721.00
166.51 - 166.73	333.00 - 333.46	360.76 - 361.25	722.00
166.74 - 166.96	333.47 - 333.92	361.26 - 361.75	723.00
166.97 - 167.19	333.93 - 334.38	361.76 - 362.25	724.00
167.20 - 167.42	334.39 - 334.84	362.26 - 362.75	725.00
167.43 - 167.65	334.85 - 335.30	362.76 - 363.25	726.00
167.66 - 167.88	335.31 - 335.76	363.26 - 363.75	727.00
167.89 - 168.11	335.77 - 336.22	363.76 - 364.25	728.00
168.12 - 168.34	336.23 - 336.69	364.26 - 364.75	729.00
168.35 - 168.57	336.70 - 337.15	364.76 - 365.25	730.00
168.58 - 168.80	337.16 - 337.61	365.26 - 365.75	731.00
168.81 - 169.03	337.62 - 338.07	365.76 - 366.25	732.00
169.04 - 169.27	338.08 - 338.53	366.26 - 366.75	733.00
169.28 - 169.50	338.54 - 338.99	366.76 - 367.25	734.00
169.51 - 169.73	339.00 - 339.46	367.26 - 367.75	735.00
169.74 - 169.96	339.47 - 339.92	367.76 - 368.25	736.00
169.97 - 170.19	339.93 - 340.38	368.26 - 368.75	737.00
170.20 - 170.42	340.39 - 340.84	368.76 - 369.25	738.00
170.43 - 170.65	340.85 - 341.30	369.26 - 369.75	739.00
170.66 - 170.88	341.31 - 341.76	369.76 - 370.25	740.00
170.89 - 171.11	341.77 - 342.22	370.26 - 370.75	741.00
171.12 - 171.34	342.23 - 342.69	370.76 - 371.25	742.00
171.35 - 171.57	342.70 - 343.15	371.26 - 371.75	743.00
171.58 - 171.80	343.16 - 343.61	371.76 - 372.25	744.00
171.81 - 172.03	343.62 - 344.07	372.26 - 372.75	745.00
172.04 - 172.27	344.08 - 344.53	372.76 - 373.25	746.00
172.28 - 172.50	344.54 - 344.99	373.26 - 373.75	747.00
172.51 - 172.73	345.00 - 345.46	373.76 - 384.25	748.00
172.74 - 172.96	345.47 - 345.92	374.26 - 374.75	749.00
172.97 - 173.19	345.93 - 346.38	374.76 - 375.25	750.00
173.20 - 173.42	346.39 - 346.84	375.26 - 375.75	751.00
173.43 - 173.65	346.85 - 347.30	375.76 - 376.25	752.00
173.66 - 173.88	347.31 - 347.76	376.26 - 376.75	753.00
173.89 - 174.11	347.77 - 348.22	376.76 - 377.25	754.00
174.12 - 174.34	348.23 - 348.69	377.26 - 377.75	755.00
174.35 - 174.57	348.70 - 349.15	377.76 - 378.25	756.00
174.58 - 174.80	349.16 - 349.61	378.26 - 378.75	757.00
174.81 - 175.03	349.62 - 350.07	378.76 - 379.25	758.00
175.04 - 175.27	350.08 - 350.53	379.26 - 379.75	759.00
175.28 - 175.50	350.54 - 350.99	379.76 - 380.25	760.00
175.51 - 175.73	351.00 - 351.46	380.26 - 380.75	761.00
175.74 - 175.96	351.47 - 351.92	380.76 - 381.25	762.00
175.97 - 176.19	351.93 - 352.38	381.26 - 381.75	763.00
176.20 - 176.42	352.39 - 352.84	381.76 - 382.25	764.00
176.43 - 176.65	352.85 - 353.30	382.26 - 382.75	765.00
176.66 - 176.88	353.31 - 353.76	382.76 - 383.25	766.00

PERIODIC INCOME TO MONTHLY GROSS AMOUNT

WEEKLY	BI-WEEKLY	SEMI-MONTHLY	MONTHLY
176.89 - 177.11	353.77 - 354.22	383.26 - 383.75	767.00
177.12 - 177.34	354.23 - 354.69	383.76 - 384.25	768.00
177.35 - 177.57	354.70 - 355.15	384.26 - 384.75	769.00
177.58 - 177.80	355.16 - 355.61	384.76 - 385.25	770.00
177.81 - 178.03	355.62 - 356.07	385.26 - 385.75	771.00
178.04 - 178.27	356.08 - 356.53	385.76 - 386.25	772.00
178.28 - 178.50	356.54 - 356.99	386.26 - 386.75	773.00
178.51 - 178.73	357.00 - 357.46	386.76 - 387.25	774.00
178.74 - 178.96	357.47 - 357.92	387.26 - 387.75	775.00
178.97 - 179.19	357.93 - 358.38	387.76 - 388.25	776.00
179.20 - 179.42	358.39 - 358.84	388.26 - 388.75	777.00
179.43 - 179.65	358.85 - 359.30	388.76 - 389.25	778.00
179.66 - 179.88	359.31 - 359.76	389.26 - 389.75	779.00
179.89 - 180.11	359.77 - 360.22	389.76 - 390.25	780.00
180.12 - 180.34	360.23 - 360.69	390.26 - 390.75	781.00
180.35 - 180.57	360.70 - 361.15	390.76 - 391.25	782.00
180.58 - 180.80	361.16 - 361.61	391.26 - 391.75	783.00
180.81 - 181.03	361.62 - 362.07	391.76 - 392.25	784.00
181.04 - 181.27	362.08 - 362.53	392.26 - 392.75	785.00
181.28 - 181.50	362.54 - 362.99	392.76 - 393.25	786.00
181.51 - 181.73	363.00 - 363.46	393.26 - 393.75	787.00
181.74 - 181.96	363.47 - 363.92	393.76 - 394.25	788.00
181.97 - 182.19	363.93 - 364.38	394.26 - 394.75	789.00
182.20 - 182.42	364.39 - 364.84	394.76 - 395.25	790.00
182.43 - 182.65	364.85 - 365.30	395.26 - 395.75	791.00
182.66 - 182.88	365.31 - 365.76	395.76 - 396.25	792.00
182.89 - 183.11	365.77 - 366.22	396.26 - 396.75	793.00
183.12 - 183.34	366.23 - 366.69	396.76 - 397.25	794.00
183.35 - 183.57	366.70 - 367.15	397.26 - 397.75	795.00
183.58 - 183.80	367.16 - 367.61	397.76 - 398.25	796.00
183.81 - 184.03	367.62 - 368.07	398.26 - 398.75	797.00
184.04 - 184.27	368.08 - 368.53	398.76 - 399.25	798.00
184.28 - 184.50	368.54 - 368.99	399.26 - 399.75	799.00
184.51 - 184.73	369.00 - 369.46	399.76 - 400.25	800.00
184.74 - 184.96	369.47 - 369.92	400.26 - 400.75	801.00
184.97 - 185.19	369.93 - 370.38	400.76 - 401.25	802.00
185.20 - 185.42	370.39 - 370.84	401.26 - 401.75	803.00
185.43 - 185.65	370.85 - 371.30	401.76 - 402.25	804.00
185.66 - 185.88	371.31 - 371.76	402.26 - 402.75	805.00
185.89 - 186.11	371.77 - 372.22	402.76 - 403.25	806.00
186.12 - 186.34	372.23 - 372.69	403.26 - 403.75	807.00
186.35 - 186.57	372.70 - 373.15	403.76 - 404.25	808.00
186.58 - 186.80	373.16 - 373.61	404.26 - 404.75	809.00
186.81 - 187.03	373.62 - 374.07	404.76 - 405.25	810.00
187.04 - 187.27	374.08 - 374.53	405.26 - 405.75	811.00
187.28 - 187.50	374.54 - 374.99	405.76 - 406.25	812.00
187.51 - 187.73	375.00 - 375.45	406.26 - 406.75	813.00
187.74 - 187.96	375.46 - 375.92	406.76 - 407.25	814.00

PERIODIC INCOME TO MONTHLY GROSS AMOUNT

WEEKLY	BI-WEEKLY	SEMI-MONTHLY	MONTHLY
187.97 - 188.19	375.93 - 376.38	407.26 - 407.75	815.00
188.20 - 188.42	376.39 - 376.84	407.76 - 408.25	816.00
188.43 - 188.65	376.85 - 377.30	408.26 - 408.75	817.00
188.66 - 188.88	377.31 - 377.76	408.76 - 409.25	818.00
188.89 - 189.11	377.77 - 378.22	409.26 - 409.75	819.00
189.12 - 189.34	378.23 - 378.69	409.76 - 410.25	820.00
189.35 - 189.57	378.70 - 379.15	410.26 - 410.75	821.00
189.58 - 189.80	379.16 - 379.61	410.76 - 411.25	822.00
189.81 - 190.03	379.62 - 380.07	411.26 - 411.75	823.00
190.04 - 190.27	380.08 - 380.53	411.76 - 412.25	824.00
190.28 - 190.50	380.54 - 380.99	412.26 - 412.75	825.00
190.51 - 190.73	381.00 - 381.45	412.76 - 413.25	826.00
190.74 - 190.96	381.46 - 381.92	413.26 - 413.75	827.00
190.97 - 191.19	381.93 - 382.38	413.76 - 414.25	828.00
191.20 - 191.42	382.39 - 382.84	414.26 - 414.75	829.00
191.43 - 191.65	382.85 - 383.30	414.76 - 415.25	830.00
191.66 - 191.88	383.31 - 383.76	415.26 - 415.75	831.00
191.89 - 192.11	383.77 - 384.22	415.76 - 416.25	832.00
192.12 - 192.34	384.23 - 384.69	416.26 - 416.75	833.00
192.35 - 192.57	384.70 - 385.15	416.76 - 417.25	834.00
192.58 - 192.80	385.16 - 385.61	417.26 - 417.75	835.00
192.81 - 193.03	385.62 - 386.07	417.76 - 418.25	836.00
193.04 - 193.27	386.08 - 386.53	418.26 - 418.75	837.00
193.28 - 193.50	386.54 - 386.99	418.76 - 419.25	838.00
193.51 - 193.73	387.00 - 387.45	419.26 - 419.75	839.00
193.74 - 193.96	387.46 - 387.92	419.76 - 420.25	840.00
193.97 - 194.19	387.93 - 388.38	420.26 - 420.75	841.00
194.20 - 194.42	388.39 - 388.84	420.76 - 421.25	842.00
194.43 - 194.65	388.85 - 389.30	421.26 - 421.75	843.00
194.66 - 194.88	389.31 - 289.76	421.76 - 422.25	844.00
194.89 - 195.11	389.77 - 390.22	422.26 - 422.75	845.00
195.12 - 195.34	390.23 - 390.69	422.76 - 423.25	846.00
195.35 - 195.57	390.70 - 391.15	423.26 - 423.75	847.00
195.58 - 195.80	391.16 - 391.61	423.76 - 424.25	848.00
195.81 - 196.03	391.62 - 392.07	424.26 - 424.75	849.00
196.04 - 196.27	392.08 - 392.53	424.76 - 425.25	850.00
196.28 - 196.50	392.54 - 392.99	425.26 - 425.75	851.00
196.51 - 196.73	393.00 - 393.45	425.76 - 426.25	852.00
196.74 - 196.96	393.46 - 393.92	426.26 - 426.75	853.00
196.97 - 197.19	393.93 - 394.38	426.76 - 427.25	854.00
197.20 - 197.42	394.39 - 394.84	427.26 - 427.75	855.00
197.43 - 197.65	394.85 - 395.30	427.76 - 428.25	856.00
197.66 - 197.88	395.31 - 395.76	428.26 - 428.75	857.00
197.89 - 198.11	395.77 - 396.22	428.76 - 429.25	858.00
198.12 - 198.34	396.23 - 396.69	429.26 - 429.75	859.00
198.35 - 198.57	396.70 - 397.15	429.76 - 430.25	860.00
198.58 - 198.80	397.16 - 397.61	430.26 - 430.75	861.00
198.81 - 199.03	397.62 - 398.07	430.76 - 431.25	862.00

PERIODIC INCOME TO MONTHLY GROSS AMOUNT

WEEKLY	BI-WEEKLY	SEMI-MONTHLY	MONTHLY
199.04 - 199.27	398.08 - 398.53	431.26 - 431.75	863.00
199.28 - 199.50	398.54 - 398.99	431.76 - 432.25	864.00
199.51 - 199.73	399.00 - 399.45	432.26 - 432.75	865.00
199.74 - 199.96	399.46 - 399.93	432.76 - 433.25	866.00
199.97 - 200.19	399.94 - 400.38	433.26 - 433.75	867.00
200.20 - 200.42	400.39 - 400.84	433.76 - 434.25	868.00
200.43 - 200.65	400.85 - 401.30	434.26 - 434.75	869.00
200.66 - 200.88	401.31 - 401.76	434.76 - 435.25	870.00
200.89 - 201.11	401.77 - 402.22	435.26 - 435.75	871.00
201.12 - 201.34	402.23 - 402.69	435.76 - 436.25	872.00
201.35 - 201.57	402.70 - 403.15	436.26 - 436.75	873.00
201.58 - 201.80	403.16 - 403.61	436.76 - 437.25	874.00
201.81 - 202.03	403.62 - 404.07	437.26 - 437.75	875.00
202.04 - 202.27	404.08 - 404.53	437.76 - 438.25	876.00
202.28 - 202.50	404.54 - 404.99	438.26 - 438.75	877.00
202.51 - 202.73	405.00 - 405.45	438.76 - 439.25	878.00
202.74 - 202.96	405.46 - 405.92	439.26 - 439.75	879.00
202.97 - 203.19	405.93 - 406.38	439.76 - 440.25	880.00
203.20 - 203.42	406.39 - 406.84	440.26 - 440.75	881.00
203.43 - 203.65	406.85 - 407.30	440.76 - 441.25	882.00
203.66 - 203.88	407.31 - 407.76	441.26 - 441.75	883.00
203.89 - 204.11	407.77 - 408.22	441.76 - 442.25	884.00
204.12 - 204.34	408.23 - 408.69	442.26 - 442.75	885.00
204.35 - 204.57	408.70 - 409.15	442.76 - 443.25	886.00
204.58 - 204.80	409.16 - 409.61	443.26 - 443.75	887.00
203.81 - 204.03	409.62 - 410.07	443.76 - 444.25	888.00
205.04 - 205.27	410.08 - 410.53	444.26 - 444.75	889.00
205.28 - 205.50	410.54 - 410.99	444.76 - 445.25	890.00
205.51 - 205.73	411.00 - 411.45	445.26 - 445.75	891.00
205.74 - 205.96	411.46 - 411.92	445.76 - 446.25	892.00
205.97 - 206.19	411.93 - 412.38	446.26 - 446.75	893.00
206.20 - 206.42	412.39 - 412.84	446.76 - 447.25	894.00
206.43 - 206.65	412.85 - 413.30	447.26 - 447.75	895.00
206.66 - 206.88	413.31 - 413.76	447.76 - 448.25	896.00
206.89 - 207.11	413.77 - 414.22	448.26 - 448.75	897.00
207.12 - 207.34	414.23 - 414.69	449.76 - 449.25	898.00
207.35 - 207.57	414.70 - 415.15	449.26 - 449.75	899.00
207.58 - 207.80	415.16 - 415.61	449.76 - 450.25	900.00
207.81 - 208.03	415.62 - 416.07	450.26 - 450.75	901.00
208.04 - 208.27	416.08 - 416.53	450.76 - 451.25	902.00
208.28 - 208.50	416.54 - 416.99	451.26 - 451.75	903.00
208.51 - 208.73	417.00 - 417.45	451.76 - 452.25	904.00
208.74 - 208.96	417.46 - 417.92	452.26 - 452.75	905.00
208.97 - 209.19	417.93 - 418.38	452.76 - 453.25	906.00
209.20 - 209.42	418.39 - 418.84	453.26 - 453.75	907.00
209.43 - 209.65	418.85 - 419.30	453.76 - 454.25	908.00
209.66 - 209.88	419.31 - 419.76	454.26 - 454.75	909.00
209.89 - 210.11	419.77 - 420.22	454.76 - 455.25	910.00

PERIODIC INCOME TO MONTHLY GROSS AMOUNT

WEEKLY		BI-WEEKLY		SEMI-MONTHLY		MONTHLY
210.12 -	210.34	420.23 -	420.69	455.26 -	455.75	911.00
210.35 -	210.57	420.70 -	421.15	455.76 -	456.25	912.00
210.58 -	210.80	421.16 -	421.61	456.26	456.75	913.00
210.81 -	211.03	421.62 -	422.07	456.76 -	457.25	914.00
211.04 -	211.27	422.08 -	422.53	457.26 -	457.75	915.00
211.28 -	211.50	422.54 -	422.99	457.76 -	458.25	916.00
211.51 -	211.73	423.00 -	423.45	458.26 -	458.75	917.00
211.74 -	211.96	423.46 -	423.92	458.76 -	459.25	918.00
211.97 -	212.19	423.93 -	424.38	459.26 -	459.75	919.00
212.20 -	212.42	424.39 -	424.84	459.76 -	460.25	920.00
211.43 -	212.65	424.85 -	425.30	460.26 -	460.75	921.00
212.66 -	212.88	425.31 -	425.76	460.76 -	461.25	922.00
212.89 -	213.11	425.77 -	426.22	461.26 -	461.75	923.00
213.12 -	213.34	426.23 -	426.68	461.76 -	462.25	924.00
213.35 -	213.57	426.69 -	427.15	462.26 -	462.75	925.00
213.58 -	213.80	427.16 -	427.61	462.76 -	463.25	926.00
213.81 -	214.03	427.62 -	428.07	463.26 -	463.75	927.00
214.04 -	214.27	428.08 -	428.53	463.76 -	464.25	928.00
214.28 -	214.50	428.54 -	428.99	464.26 -	464.75	929.00
214.51 -	214.73	429.00 -	429.45	464.76 -	465.25	930.00
214.74 -	214.96	429.46 -	429.92	465.26 -	465.75	931.00
214.97 -	215.19	429.93 -	430.38	465.76 -	466.25	932.00
215.20 -	215.42	430.39 -	430.84	466.26 -	466.75	933.00
215.43 -	215.65	430.85 -	431.30	466.76 -	467.25	934.00
215.66 -	215.88	431.31 -	431.76	467.26 -	467.75	935.00
215.89 -	216.11	431.77 -	432.22	467.76 -	468.25	936.00
216.12 -	216.34	432.23 -	432.68	468.26 -	468.75	937.00
216.35 -	216.57	432.69 -	433.15	468.76 -	469.25	938.00
216.58 -	216.80	433.16 -	433.61	469.26 -	469.75	939.00
216.81 -	217.03	433.62 -	434.07	469.76 -	470.25	940.00
217.04 -	217.27	434.08 -	434.53	470.26 -	470.75	941.00
217.28 -	217.50	434.54 -	434.99	470.76 -	471.25	942.00
217.51 -	217.73	435.00 -	435.45	471.26 -	471.75	943.00
217.74 -	217.96	435.46 -	435.92	471.76 -	472.25	944.00
217.97 -	218.19	435.93 -	436.38	472.26 -	472.75	945.00
218.20 -	218.42	436.39 -	436.84	472.76 -	473.25	946.00
218.43 -	218.65	436.85 -	437.30	473.26 -	473.75	947.00
218.66 -	218.88	437.31 -	437.76	473.76 -	474.25	948.00
218.89 -	219.11	437.77 -	438.22	474.26 -	474.75	949.00
219.12 -	219.34	438.23 -	438.68	474.76 -	475.25	950.00
219.35 -	219.57	438.69 -	439.15	475.26 -	475.75	951.00
219.58 -	219.80	439.16 -	439.61	475.76 -	476.25	952.00
219.81 -	220.03	439.62 -	440.07	476.26 -	476.75	953.00
220.04 -	220.27	440.08 -	440.53	476.76 -	477.25	954.00
220.28 -	220.50	440.54 -	440.99	477.26 -	477.75	955.00
220.51 -	220.73	441.00 -	441.45	477.76 -	478.25	956.00
220.74 -	220.96	441.46 -	441.92	478.26 -	478.75	957.00
220.97 -	221.19	441.93 -	442.38	478.76 -	479.25	958.00

PERIODIC INCOME TO MONTHLY GROSS AMOUNT

WEEKLY		BI-WEEKLY		SEMI-MONTHLY		MONTHLY
221.20 -	221.42	442.39 -	442.84	479.26 -	479.75	959.00
221.43 -	221.65	442.85 -	443.30	479.76 -	480.25	960.00
221.66 -	221.88	443.31 -	443.76	480.26 -	480.75	961.00
221.89 -	222.11	443.77 -	444.22	480.76 -	481.25	962.00
222.12 -	222.34	444.23 -	444.68	481.26 -	481.75	963.00
222.35 -	222.57	444.69 -	445.15	481.76 -	482.25	964.00
222.58 -	222.80	445.16 -	445.61	482.26 -	482.75	965.00
222.81 -	223.03	445.62 -	446.07	482.76 -	483.25	966.00
223.04 -	223.27	446.08 -	446.53	483.26 -	483.75	967.00
223.28 -	223.50	446.54 -	446.99	483.76 -	484.25	968.00
223.51 -	223.73	447.00 -	447.45	484.26 -	484.75	969.00
223.74 -	223.96	447.46 -	447.92	484.76 -	485.25	970.00
223.97 -	224.19	447.93 -	448.38	485.26 -	485.75	971.00
224.20 -	224.42	448.39 -	448.84	485.76 -	486.25	972.00
224.43 -	224.65	448.85 -	449.30	486.26 -	486.75	973.00
224.66 -	224.88	449.31 -	449.76	486.76 -	487.25	974.00
224.89 -	225.11	449.77 -	450.22	487.26 -	487.75	975.00
225.12 -	225.34	450.23 -	450.68	487.76 -	488.25	976.00
225.35 -	225.57	450.69 -	451.15	488.26 -	488.75	977.00
225.58 -	225.80	451.16 -	451.61	488.76 -	489.25	978.00
225.81 -	226.03	451.62 -	452.07	489.26 -	489.75	979.00
225.04 -	226.27	452.08 -	452.53	489.76 -	490.25	980.00
226.28 -	226.50	452.54 -	452.99	490.26 -	490.75	981.00
226.51 -	226.73	453.00 -	453.45	490.76 -	491.25	982.00
226.74 -	226.96	453.46 -	453.92	491.26 -	491.75	983.00
226.97 -	227.19	453.93 -	454.38	491.76 -	492.25	984.00
227.20 -	227.42	454.39 -	454.84	492.26 -	492.75	985.00
227.43 -	227.65	454.85 -	455.30	492.76 -	493.25	986.00
227.66 -	227.88	455.31 -	455.76	493.26 -	493.75	987.00
227.89 -	228.11	455.77 -	456.22	493.76 -	494.25	988.00
228.12 -	228.34	456.23 -	456.68	494.26 -	494.75	989.00
228.35 -	228.57	456.69 -	457.15	494.76 -	495.25	990.00
228.58 -	228.80	457.16 -	457.61	495.26 -	495.75	991.00
228.81 -	229.03	457.62 -	458.07	495.76 -	496.25	992.00
229.04 -	229.27	458.08 -	458.53	496.26 -	496.75	993.00
229.28 -	229.50	458.54 -	458.99	496.76 -	497.25	994.00
229.51 -	229.73	459.00 -	459.45	497.26 -	497.75	995.00
229.74 -	229.96	459.46 -	459.92	497.76 -	498.25	996.00
229.97 -	230.19	459.93 -	460.38	498.26 -	498.75	997.00
230.20 -	230.42	460.39 -	460.84	498.76 -	499.25	998.00
230.43 -	230.65	460.85 -	461.30	499.26 -	499.75	999.00
230.66 -	230.88	461.31 -	461.76	499.76 -	500.25	1000.00

PERIODIC INCOME TO MONTHLY GROSS AMOUNT

WEEKLY	BI-WEEKLY	SEMI-MONTHLY	MONTHLY

PROCEDURE FOR COMPUTING EARNED INCOME
IF MONTHLY GROSS EARNINGS EXCEED $1000.00

If the monthly gross earnings exceed $1000.00, the following procedures will be used to determine the average monthly gross earned income:

Step 1. Determine the periodic income (weekly, bi-weekly, semi-monthly).

Step 2. From the periodic income determined in Step 1, subtract the appropriate amount shown below:

WEEKLY	BI-WEEKLY	SEMI-MONTHLY
230.77	461.53	500.00

Step 3. Enter the appropriate column of the conversion table with the remainder computed in Step 2 and determine the monthly gross amount.

Step 4. Add $1000.00 to the monthly gross amount determined in Step 3. This is the average monthly gross earned income.

WPD99501 COMBINED STATE, FEDERAL, FICA TAX TABLE PAGE 01

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GROSS MONTHLY INCOME AT LEAST	NOT IN EXCESS OF	NUMBER OF DEPENDENTS 1	2	3	4	5	6	7	8	9	10
$ .00	$ 30.74	$ 2.06	$ 2.06	$ 2.06	$ 2.06	$ 2.06	$ 2.06	$ 2.06	$ 2.06	$ 2.06	$ 2.06
30.75	32.24	2.16	2.16	2.16	2.16	2.16	2.16	2.16	2.16	2.16	2.16
32.25	33.74	2.26	2.26	2.26	2.26	2.26	2.26	2.26	2.26	2.26	2.26
33.75	35.24	2.36	2.36	2.36	2.36	2.36	2.36	2.36	2.36	2.36	2.36
35.25	36.74	2.46	2.46	2.46	2.46	2.46	2.46	2.46	2.46	2.46	2.46
36.75	38.24	2.56	2.56	2.56	2.56	2.56	2.56	2.56	2.56	2.56	2.56
38.25	39.74	2.66	2.66	2.66	2.66	2.66	2.66	2.66	2.66	2.66	2.66
39.75	41.24	2.76	2.76	2.76	2.76	2.76	2.76	2.76	2.76	2.76	2.76
41.25	42.74	2.86	2.86	2.86	2.86	2.86	2.86	2.86	2.86	2.86	2.86
42.75	44.24	2.96	2.96	2.96	2.96	2.96	2.96	2.96	2.96	2.96	2.96
44.25	45.74	3.06	3.06	3.06	3.06	3.06	3.06	3.06	3.06	3.06	3.06
45.75	47.24	3.17	3.17	3.17	3.17	3.17	3.17	3.17	3.17	3.17	3.17
47.25	48.74	3.27	3.27	3.27	3.27	3.27	3.27	3.27	3.27	3.27	3.27
48.75	50.24	3.37	3.37	3.37	3.37	3.37	3.37	3.37	3.37	3.37	3.37
50.25	51.74	3.47	3.47	3.47	3.47	3.47	3.47	3.47	3.47	3.47	3.47
51.75	53.24	3.57	3.57	3.57	3.57	3.57	3.57	3.57	3.57	3.57	3.57
53.25	54.74	3.67	3.67	3.67	3.67	3.67	3.67	3.67	3.67	3.67	3.67
54.75	56.24	3.77	3.77	3.77	3.77	3.77	3.77	3.77	3.77	3.77	3.77
56.25	57.74	3.87	3.87	3.87	3.87	3.87	3.87	3.87	3.87	3.87	3.87
57.75	59.24	3.97	3.97	3.97	3.97	3.97	3.97	3.97	3.97	3.97	3.97
59.25	60.74	4.07	4.07	4.07	4.07	4.07	4.07	4.07	4.07	4.07	4.07
60.75	62.24	4.17	4.17	4.17	4.17	4.17	4.17	4.17	4.17	4.17	4.17
62.25	63.74	4.27	4.27	4.27	4.27	4.27	4.27	4.27	4.27	4.27	4.27
63.75	65.24	4.37	4.37	4.37	4.37	4.37	4.37	4.37	4.37	4.37	4.37
65.25	66.74	4.47	4.47	4.47	4.47	4.47	4.47	4.47	4.47	4.47	4.47
66.75	68.24	4.57	4.57	4.57	4.57	4.57	4.57	4.57	4.57	4.57	4.57
68.25	69.74	4.67	4.67	4.67	4.67	4.67	4.67	4.67	4.67	4.67	4.67
69.75	71.24	4.77	4.77	4.77	4.77	4.77	4.77	4.77	4.77	4.77	4.77
71.25	72.74	4.87	4.87	4.87	4.87	4.87	4.87	4.87	4.87	4.87	4.87
72.75	74.24	4.97	4.97	4.97	4.97	4.97	4.97	4.97	4.97	4.97	4.97
74.25	75.74	5.07	5.07	5.07	5.07	5.07	5.07	5.07	5.07	5.07	5.07
75.75	77.24	5.18	5.18	5.18	5.18	5.18	5.18	5.18	5.18	5.18	5.18
77.25	78.74	5.28	5.28	5.28	5.28	5.28	5.28	5.28	5.28	5.28	5.28
78.75	80.24	5.38	5.38	5.38	5.38	5.38	5.38	5.38	5.38	5.38	5.38
80.25	81.74	5.48	5.48	5.48	5.48	5.48	5.48	5.48	5.48	5.48	5.48
81.75	83.24	5.58	5.58	5.58	5.58	5.58	5.58	5.58	5.58	5.58	5.58
83.25	84.74	5.68	5.68	5.68	5.68	5.68	5.68	5.68	5.68	5.68	5.68
84.75	86.24	5.78	5.78	5.78	5.78	5.78	5.78	5.78	5.78	5.78	5.78
86.25	87.74	5.88	5.88	5.88	5.88	5.88	5.88	5.88	5.88	5.88	5.88
87.75	89.24	5.98	5.98	5.98	5.98	5.98	5.98	5.98	5.98	5.98	5.98
89.25	90.74	6.08	6.08	6.08	6.08	6.08	6.08	6.08	6.08	6.08	6.08
90.75	92.24	6.18	6.18	6.18	6.18	6.18	6.18	6.18	6.18	6.18	6.18
92.25	93.74	6.28	6.28	6.28	6.28	6.28	6.28	6.28	6.28	6.28	6.28
93.75	95.24	6.38	6.38	6.38	6.38	6.38	6.38	6.38	6.38	6.38	6.38
95.25	96.74	6.48	6.48	6.48	6.48	6.48	6.48	6.48	6.48	6.48	6.48
96.75	98.24	6.58	6.58	6.58	6.58	6.58	6.58	6.58	6.58	6.58	6.58
98.25	99.74	6.68	6.68	6.68	6.68	6.68	6.68	6.68	6.68	6.68	6.68
99.75	101.24	6.78	6.78	6.78	6.78	6.78	6.78	6.78	6.78	6.78	6.78
101.25	102.74	6.88	6.88	6.88	6.88	6.88	6.88	6.88	6.88	6.88	6.88
102.75	104.24	6.99	6.98	6.98	6.98	6.98	6.98	6.98	6.98	6.98	6.98
104.25	105.74	7.12	7.08	7.08	7.08	7.08	7.08	7.08	7.08	7.08	7.08
105.75	107.24	7.25	7.19	7.19	7.19	7.19	7.19	7.19	7.19	7.19	7.19
107.25	108.74	7.38	7.29	7.29	7.29	7.29	7.29	7.29	7.29	7.29	7.29
108.75	110.24	7.51	7.39	7.39	7.39	7.39	7.39	7.39	7.39	7.39	7.39

WPD99501 COMBINED STATE, FEDERAL, FICA TAX TABLE PAGE 02

LAST UPDATE 05/21/82 EFFECTIVE JULY 1,1982 PRINTED 05/21/82

GROSS MONTHLY INCOME AT LEAST	NOT IN EXCESS OF	NUMBER OF DEPENDENTS 1	2	3	4	5	6	7	8	9	10
$ 110.25	$ 111.74	$ 7.64	$ 7.49	$ 7.49	$ 7.49	$ 7.49	$ 7.49	$ 7.49	$ 7.49	$ 7.49	$ 7.49
111.75	113.24	7.77	7.59	7.59	7.59	7.59	7.59	7.59	7.59	7.59	7.59
113.25	114.74	7.90	7.69	7.69	7.69	7.69	7.69	7.69	7.69	7.69	7.69
114.75	116.24	8.03	7.79	7.79	7.79	7.79	7.79	7.79	7.79	7.79	7.79
116.25	117.74	8.16	7.89	7.89	7.89	7.89	7.89	7.89	7.89	7.89	7.89
117.75	119.24	8.29	7.99	7.99	7.99	7.99	7.99	7.99	7.99	7.99	7.99
119.25	120.74	8.42	8.09	8.09	8.09	8.09	8.09	8.09	8.09	8.09	8.09
120.75	122.24	8.55	8.19	8.19	8.19	8.19	8.19	8.19	8.19	8.19	8.19
122.25	123.74	8.69	8.29	8.29	8.29	8.29	8.29	8.29	8.29	8.29	8.29
123.75	125.24	8.82	8.39	8.39	8.39	8.39	8.39	8.39	8.39	8.39	8.39
125.25	126.74	8.95	8.49	8.49	8.49	8.49	8.49	8.49	8.49	8.49	8.49
126.75	128.24	9.08	8.59	8.59	8.59	8.59	8.59	8.59	8.59	8.59	8.59
128.25	129.74	9.21	8.69	8.69	8.69	8.69	8.69	8.69	8.69	8.69	8.69
129.75	131.24	9.34	8.79	8.79	8.79	8.79	8.79	8.79	8.79	8.79	8.79
131.25	132.74	9.47	8.89	8.89	8.89	8.89	8.89	8.89	8.89	8.89	8.89
132.75	134.24	9.60	8.99	8.99	8.99	8.99	8.99	8.99	8.99	8.99	8.99
134.25	135.74	9.73	9.09	9.09	9.09	9.09	9.09	9.09	9.09	9.09	9.09
135.75	137.24	9.86	9.20	9.20	9.20	9.20	9.20	9.20	9.20	9.20	9.20
137.25	138.74	9.99	9.30	9.30	9.30	9.30	9.30	9.30	9.30	9.30	9.30
138.75	140.24	10.12	9.40	9.40	9.40	9.40	9.40	9.40	9.40	9.40	9.40
140.25	141.74	10.25	9.50	9.50	9.50	9.50	9.50	9.50	9.50	9.50	9.50
141.75	143.24	10.38	9.60	9.60	9.60	9.60	9.60	9.60	9.60	9.60	9.60
143.25	144.74	10.51	9.70	9.70	9.70	9.70	9.70	9.70	9.70	9.70	9.70
144.75	146.24	10.64	9.80	9.80	9.80	9.80	9.80	9.80	9.80	9.80	9.80
146.25	147.74	10.77	9.90	9.90	9.90	9.90	9.90	9.90	9.90	9.90	9.90
147.75	149.24	10.90	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00
149.25	150.74	11.03	10.10	10.10	10.10	10.10	10.10	10.10	10.10	10.10	10.10
150.75	152.24	11.16	10.20	10.20	10.20	10.20	10.20	10.20	10.20	10.20	10.20
152.25	153.74	11.30	10.30	10.30	10.30	10.30	10.30	10.30	10.30	10.30	10.30
153.75	155.24	11.43	10.43	10.40	10.40	10.40	10.40	10.40	10.40	10.40	10.40
155.25	156.74	11.56	10.56	10.50	10.50	10.50	10.50	10.50	10.50	10.50	10.50
156.75	158.24	11.69	10.69	10.60	10.60	10.60	10.60	10.60	10.60	10.60	10.60
158.25	159.74	11.82	10.82	10.70	10.70	10.70	10.70	10.70	10.70	10.70	10.70
159.75	161.24	11.95	10.95	10.80	10.80	10.80	10.80	10.80	10.80	10.80	10.80
161.25	162.74	12.08	11.08	10.90	10.90	10.90	10.90	10.90	10.90	10.90	10.90
162.75	164.24	12.21	11.21	11.00	11.00	11.00	11.00	11.00	11.00	11.00	11.00
164.25	165.74	12.34	11.34	11.10	11.10	11.10	11.10	11.10	11.10	11.10	11.10
165.75	167.24	12.47	11.47	11.21	11.21	11.21	11.21	11.21	11.21	11.21	11.21
167.25	168.74	12.60	11.60	11.31	11.31	11.31	11.31	11.31	11.31	11.31	11.31
168.75	170.24	12.73	11.73	11.41	11.41	11.41	11.41	11.41	11.41	11.41	11.41
170.25	171.74	12.86	11.86	11.51	11.51	11.51	11.51	11.51	11.51	11.51	11.51
171.75	173.24	12.99	11.99	11.61	11.61	11.61	11.61	11.61	11.61	11.61	11.61
173.25	174.74	13.12	12.12	11.71	11.71	11.71	11.71	11.71	11.71	11.71	11.71
174.75	176.24	13.25	12.25	11.81	11.81	11.81	11.81	11.81	11.81	11.81	11.81
176.25	177.74	13.38	12.38	11.91	11.91	11.91	11.91	11.91	11.91	11.91	11.91
177.75	179.24	13.51	12.51	12.01	12.01	12.01	12.01	12.01	12.01	12.01	12.01
179.25	180.74	13.64	12.64	12.11	12.11	12.11	12.11	12.11	12.11	12.11	12.11
180.75	182.24	13.77	12.77	12.21	12.21	12.21	12.21	12.21	12.21	12.21	12.21
182.25	183.74	13.91	12.91	12.31	12.31	12.31	12.31	12.31	12.31	12.31	12.31
183.75	185.24	14.04	13.04	12.41	12.41	12.41	12.41	12.41	12.41	12.41	12.41
185.25	186.74	14.17	13.17	12.51	12.51	12.51	12.51	12.51	12.51	12.51	12.51
186.75	188.24	14.30	13.30	12.61	12.61	12.61	12.61	12.61	12.61	12.61	12.61
188.25	189.74	14.43	13.43	12.71	12.71	12.71	12.71	12.71	12.71	12.71	12.71
189.75	191.24	14.56	13.56	12.81	12.81	12.81	12.81	12.81	12.81	12.81	12.81

WPD99501

LAST UPDATE 05/21/82

COMBINED STATE, FEDERAL, FICA TAX TABLE

EFFECTIVE JULY 1,1982

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GROSS MONTHLY INCOME AT LEAST	NOT IN EXCESS OF	NUMBER OF DEPENDENTS 1	2	3	4	5	6	7	8	9	10
$ 191.25	$ 192.74	$ 14.69	$ 13.69	$ 12.91	$ 12.91	$ 12.91	$ 12.91	$ 12.91	$ 12.91	$ 12.91	$ 12.91
192.75	194.24	14.82	13.82	13.01	13.01	13.01	13.01	13.01	13.01	13.01	13.01
194.25	195.74	14.95	13.95	13.11	13.11	13.11	13.11	13.11	13.11	13.11	13.11
195.75	197.24	15.08	14.08	13.22	13.22	13.22	13.22	13.22	13.22	13.22	13.22
197.25	198.74	15.21	14.21	13.32	13.32	13.32	13.32	13.32	13.32	13.32	13.32
198.75	200.24	15.34	14.34	13.42	13.42	13.42	13.42	13.42	13.42	13.42	13.42
200.25	201.74	15.64	14.47	13.52	13.52	13.52	13.52	13.52	13.52	13.52	13.52
201.75	203.24	15.95	14.60	13.62	13.62	13.62	13.62	13.62	13.62	13.62	13.62
203.25	204.74	16.25	14.73	13.73	13.72	13.72	13.72	13.72	13.72	13.72	13.72
204.75	206.24	16.57	14.86	13.86	13.82	13.82	13.82	13.82	13.82	13.82	13.82
206.25	207.74	16.88	14.99	13.99	13.92	13.92	13.92	13.92	13.92	13.92	13.92
207.75	209.24	17.19	15.12	14.12	14.02	14.02	14.02	14.02	14.02	14.02	14.02
209.25	210.74	17.50	15.25	14.25	14.12	14.12	14.12	14.12	14.12	14.12	14.12
210.75	212.24	17.81	15.38	14.38	14.22	14.22	14.22	14.22	14.22	14.22	14.22
212.25	213.74	18.12	15.52	14.52	14.32	14.32	14.32	14.32	14.32	14.32	14.32
213.75	215.24	18.44	15.65	14.65	14.42	14.42	14.42	14.42	14.42	14.42	14.42
215.25	216.74	18.75	15.78	14.78	14.52	14.52	14.52	14.52	14.52	14.52	14.52
216.75	218.24	19.05	15.91	14.91	14.62	14.62	14.62	14.62	14.62	14.62	14.62
218.25	219.74	19.37	16.04	15.04	14.72	14.72	14.72	14.72	14.72	14.72	14.72
219.75	221.24	19.68	16.17	15.17	14.82	14.82	14.82	14.82	14.82	14.82	14.82
221.25	222.74	19.99	16.30	15.30	14.92	14.92	14.92	14.92	14.92	14.92	14.92
222.75	224.24	20.30	16.43	15.43	15.02	15.02	15.02	15.02	15.02	15.02	15.02
224.25	225.74	20.61	16.56	15.56	15.12	15.12	15.12	15.12	15.12	15.12	15.12
225.75	227.24	20.92	16.69	15.69	15.23	15.23	15.23	15.23	15.23	15.23	15.23
227.25	228.74	21.23	16.82	15.82	15.33	15.33	15.33	15.33	15.33	15.33	15.33
228.75	230.24	21.54	16.95	15.95	15.43	15.43	15.43	15.43	15.43	15.43	15.43
230.25	231.74	21.85	17.08	16.08	15.53	15.53	15.53	15.53	15.53	15.53	15.53
231.75	233.24	22.16	17.21	16.21	15.63	15.63	15.63	15.63	15.63	15.63	15.63
233.25	234.74	22.47	17.34	16.34	15.73	15.73	15.73	15.73	15.73	15.73	15.73
234.75	236.24	22.78	17.47	16.47	15.83	15.83	15.83	15.83	15.83	15.83	15.83
236.25	237.74	23.09	17.60	16.60	15.93	15.93	15.93	15.93	15.93	15.93	15.93
237.75	239.24	23.40	17.73	16.73	16.03	16.03	16.03	16.03	16.03	16.03	16.03
239.25	240.74	23.71	17.86	16.86	16.13	16.13	16.13	16.13	16.13	16.13	16.13
240.75	242.24	24.02	17.99	16.99	16.23	16.23	16.23	16.23	16.23	16.23	16.23
242.25	243.74	24.33	18.13	17.13	16.33	16.33	16.33	16.33	16.33	16.33	16.33
243.75	245.24	24.65	18.26	17.26	16.43	16.43	16.43	16.43	16.43	16.43	16.43
245.25	246.74	24.96	18.39	17.39	16.53	16.53	16.53	16.53	16.53	16.53	16.53
246.75	248.24	25.27	18.52	17.52	16.63	16.63	16.63	16.63	16.63	16.63	16.63
248.25	249.74	25.58	18.65	17.65	16.73	16.73	16.73	16.73	16.73	16.73	16.73
249.75	251.24	25.89	18.78	17.78	16.83	16.83	16.83	16.83	16.83	16.83	16.83
251.25	252.74	26.20	18.91	17.91	16.93	16.93	16.93	16.93	16.93	16.93	16.93
252.75	254.24	26.51	19.04	18.04	17.03	17.03	17.03	17.03	17.03	17.03	17.03
254.25	255.74	26.82	19.17	18.17	17.13	17.13	17.13	17.13	17.13	17.13	17.13
255.75	257.24	27.13	19.30	18.30	17.24	17.24	17.24	17.24	17.24	17.24	17.24
257.25	258.74	27.44	19.43	18.43	17.34	17.34	17.34	17.34	17.34	17.34	17.34
258.75	260.24	27.75	19.56	18.56	17.44	17.44	17.44	17.44	17.44	17.44	17.44
260.25	261.74	28.06	19.69	18.69	17.69	17.54	17.54	17.54	17.54	17.54	17.54
261.75	263.24	28.37	19.82	18.82	17.82	17.64	17.64	17.64	17.64	17.64	17.64
263.25	264.74	28.68	19.95	18.95	17.95	17.74	17.74	17.74	17.74	17.74	17.74
264.75	266.24	28.99	20.08	19.08	18.08	17.84	17.84	17.84	17.84	17.84	17.84
266.25	267.74	29.30	20.21	19.21	18.21	17.94	17.94	17.94	17.94	17.94	17.94
267.75	269.24	29.41	20.34	19.34	18.34	18.04	18.04	18.04	18.04	18.04	18.04
269.25	270.74	29.72	20.47	19.47	18.47	18.14	18.14	18.14	18.14	18.14	18.14
270.75	272.24	30.23	20.60	19.60	18.60	18.24	18.24	18.24	18.24	18.24	18.24

WPD99501 COMBINED STATE, FEDERAL, FICA TAX TABLE PAGE 04

LAST UPDATE 05/21/82 EFFECTIVE JULY 1,1982 PRINTED 09/21/82

GROSS MONTHLY INCOME AT LEAST	NOT IN EXCESS OF	NUMBER OF DEPENDENTS 1	2	3	4	5	6	7	8	9	10
$ 272.25	$ 273.74	$ 30.54	$ 20.74	$ 19.74	$ 18.74	$ 18.34	$ 18.34	$ 18.34	$ 18.34	$ 18.34	$ 18.34
273.75	275.24	30.86	20.87	19.87	18.87	18.44	18.44	18.44	18.44	18.44	18.44
275.25	276.74	31.17	21.00	20.00	19.00	18.54	18.54	18.54	18.54	18.54	18.54
276.75	278.24	31.48	21.13	20.13	19.13	18.64	18.64	18.64	18.64	18.64	18.64
278.25	279.74	31.79	21.26	20.26	19.26	18.74	18.74	18.74	18.74	18.74	18.74
279.75	281.24	32.10	21.39	20.39	19.39	18.84	18.84	18.84	18.84	18.84	18.84
281.25	282.74	32.41	21.52	20.52	19.52	18.94	18.94	18.94	18.94	18.94	18.94
282.75	284.24	32.72	21.65	20.65	19.65	19.04	19.04	19.04	19.04	19.04	19.04
284.25	285.74	33.03	21.78	20.78	19.78	19.14	19.14	19.14	19.14	19.14	19.14
285.75	287.24	33.34	21.91	20.91	19.91	19.25	19.25	19.25	19.25	19.25	19.25
287.25	288.74	33.65	22.04	21.04	20.04	19.35	19.35	19.35	19.35	19.35	19.35
288.75	290.24	33.96	22.17	21.17	20.17	19.45	19.45	19.45	19.45	19.45	19.45
290.25	291.74	34.27	22.30	21.30	20.30	19.55	19.55	19.55	19.55	19.55	19.55
291.75	293.24	34.58	22.43	21.43	20.43	19.65	19.65	19.65	19.65	19.65	19.65
293.25	294.74	34.89	22.56	21.56	20.56	19.75	19.75	19.75	19.75	19.75	19.75
294.75	296.24	35.20	22.69	21.69	20.69	19.85	19.85	19.85	19.85	19.85	19.85
296.25	297.74	35.51	22.82	21.82	20.82	19.95	19.95	19.95	19.95	19.95	19.95
297.75	299.24	35.82	22.95	21.95	20.95	20.05	20.05	20.05	20.05	20.05	20.05
299.25	300.74	36.13	23.08	22.08	21.08	20.15	20.15	20.15	20.15	20.15	20.15
300.75	302.24	36.44	23.21	22.21	21.21	20.25	20.25	20.25	20.25	20.25	20.25
302.25	303.74	36.75	23.35	22.35	21.35	20.35	20.35	20.35	20.35	20.35	20.35
303.75	305.24	37.07	23.48	22.48	21.48	20.45	20.45	20.45	20.45	20.45	20.45
305.25	306.74	37.38	23.61	22.61	21.61	20.55	20.55	20.55	20.55	20.55	20.55
306.75	308.24	37.69	23.74	22.74	21.74	20.65	20.65	20.65	20.65	20.65	20.65
308.25	309.74	38.00	23.87	22.87	21.87	20.75	20.75	20.75	20.75	20.75	20.75
309.75	311.24	38.31	24.00	23.00	22.00	21.00	20.85	20.85	20.85	20.85	20.85
311.25	312.74	38.62	24.13	23.13	22.13	21.13	20.95	20.95	20.95	20.95	20.95
312.75	314.24	38.93	24.26	23.26	22.26	21.26	21.05	21.05	21.05	21.05	21.05
314.25	315.74	39.24	24.39	23.39	22.39	21.39	21.15	21.15	21.15	21.15	21.15
315.75	317.24	39.55	24.52	23.52	22.52	21.52	21.26	21.26	21.26	21.26	21.26
317.25	318.74	39.86	24.65	23.65	22.65	21.65	21.36	21.36	21.36	21.36	21.36
318.75	320.24	40.17	24.78	23.78	22.78	21.78	21.46	21.46	21.46	21.46	21.46
320.25	321.74	40.48	24.91	23.91	22.91	21.91	21.56	21.56	21.56	21.56	21.56
321.75	323.24	40.79	25.04	24.04	23.04	22.04	21.66	21.66	21.66	21.66	21.66
323.25	324.74	41.10	25.17	24.17	23.17	22.17	21.76	21.76	21.76	21.76	21.76
324.75	326.24	41.41	25.30	24.30	23.30	22.30	21.86	21.86	21.86	21.86	21.86
326.25	327.74	41.72	25.43	24.43	23.43	22.43	21.96	21.96	21.96	21.96	21.96
327.75	329.24	42.03	25.56	24.56	23.56	22.56	22.06	22.06	22.06	22.06	22.06
329.25	330.74	42.34	25.69	24.69	23.69	22.69	22.16	22.16	22.16	22.16	22.16
330.75	332.24	42.65	25.82	24.82	23.82	22.82	22.26	22.26	22.26	22.26	22.26
332.25	333.74	42.96	25.96	24.96	23.96	22.96	22.36	22.36	22.36	22.36	22.36
333.75	335.24	43.28	26.09	25.09	24.09	23.09	22.46	22.46	22.46	22.46	22.46
335.25	336.74	43.59	26.22	25.22	24.22	23.22	22.56	22.56	22.56	22.56	22.56
336.75	338.24	43.90	26.35	25.35	24.35	23.35	22.66	22.66	22.66	22.66	22.66
338.25	339.74	44.21	26.48	25.48	24.48	23.48	22.76	22.76	22.76	22.76	22.76
339.75	341.24	44.52	26.61	25.61	24.61	23.61	22.86	22.86	22.86	22.86	22.86
341.25	342.74	44.83	26.74	25.74	24.74	23.74	22.96	22.96	22.96	22.96	22.96
342.75	344.24	45.14	26.87	25.87	24.87	23.87	23.06	23.06	23.06	23.06	23.06
344.25	345.74	45.45	27.00	26.00	25.00	24.00	23.16	23.16	23.16	23.16	23.16
345.75	347.24	45.76	27.13	26.13	25.13	24.13	23.27	23.27	23.27	23.27	23.27
347.25	348.74	46.07	27.26	26.26	25.26	24.26	23.37	23.37	23.37	23.37	23.37
348.75	350.24	46.38	27.39	26.39	25.39	24.39	23.47	23.47	23.47	23.47	23.47
350.25	351.74	46.75	27.52	26.52	25.52	24.52	23.57	23.57	23.57	23.57	23.57
351.75	353.24	47.12	27.65	26.65	25.65	24.65	23.67	23.67	23.67	23.67	23.67

WPD99501 COMBINED STATE, FEDERAL, FICA TAX TABLE PAGE 05

LAST UPDATE 05/21/82 EFFECTIVE JULY 1,1982 PRINTED 05/21/82

GROSS MONTHLY INCOME AT LEAST	NOT IN EXCESS OF	NUMBER OF DEPENDENTS 1	2	3	4	5	6	7	8	9	10
$ 353.75	$ 354.74	$ 47.50	$ 27.78	$ 26.78	$ 25.78	$ 24.78	$ 23.78	$ 23.77	$ 23.77	$ 23.77	$ 23.77
354.75	356.24	47.88	27.91	26.91	25.91	24.91	23.91	23.87	23.87	23.87	23.87
356.25	357.74	48.27	28.04	27.04	26.04	25.04	24.04	23.97	23.97	23.97	23.97
357.75	359.24	48.65	28.17	27.17	26.17	25.17	24.17	24.07	24.07	24.07	24.07
359.25	360.74	49.04	28.30	27.30	26.30	25.30	24.30	24.17	24.17	24.17	24.17
360.75	362.24	49.42	28.43	27.43	26.43	25.43	24.43	24.27	24.27	24.27	24.27
362.25	363.74	49.81	28.57	27.57	26.57	25.57	24.57	24.37	24.37	24.37	24.37
363.75	365.24	50.19	28.70	27.70	26.70	25.70	24.70	24.47	24.47	24.47	24.47
365.25	366.74	50.58	28.84	27.83	26.83	25.83	24.83	24.57	24.57	24.57	24.57
366.75	368.24	50.96	29.15	27.96	26.96	25.96	24.96	24.67	24.67	24.67	24.67
368.25	369.74	51.35	29.46	28.09	27.09	26.09	25.09	24.77	24.77	24.77	24.77
369.75	371.24	51.74	29.77	28.22	27.22	26.22	25.22	24.87	24.87	24.87	24.87
371.25	372.74	52.12	30.08	28.35	27.35	26.35	25.35	24.97	24.97	24.97	24.97
372.75	374.24	52.51	30.39	28.48	27.48	26.48	25.48	25.07	25.07	25.07	25.07
374.25	375.74	52.89	30.70	28.61	27.61	26.61	25.61	25.17	25.17	25.17	25.17
375.75	377.24	53.28	31.01	28.74	27.74	26.74	25.74	25.28	25.28	25.28	25.28
377.25	378.74	53.66	31.32	28.87	27.87	26.87	25.87	25.38	25.38	25.38	25.38
378.75	380.24	54.05	31.63	29.00	28.00	27.00	26.00	25.48	25.48	25.48	25.48
380.25	381.74	54.43	31.94	29.13	28.13	27.13	26.13	25.58	25.58	25.58	25.58
381.75	383.24	54.82	32.25	29.26	28.26	27.26	26.26	25.68	25.68	25.68	25.68
383.25	384.74	55.21	32.56	29.39	28.39	27.39	26.39	25.78	25.78	25.78	25.78
384.75	386.24	55.59	32.87	29.52	28.52	27.52	26.52	25.88	25.88	25.88	25.88
386.25	387.74	55.98	33.18	29.65	28.65	27.65	26.65	25.98	25.98	25.98	25.98
387.75	389.24	56.36	33.49	29.78	28.78	27.78	26.78	26.08	26.08	26.08	26.08
389.25	390.74	56.75	33.80	29.91	28.91	27.91	26.91	26.18	26.18	26.18	26.18
390.75	392.24	57.13	34.11	30.04	29.04	28.04	27.04	26.28	26.28	26.28	26.28
392.25	393.74	57.52	34.42	30.18	29.18	28.18	27.18	26.38	26.38	26.38	26.38
393.75	395.24	57.90	34.74	30.31	29.31	28.31	27.31	26.48	26.48	26.48	26.48
395.25	396.74	58.29	35.05	30.44	29.44	28.44	27.44	26.58	26.58	26.58	26.58
396.75	398.24	58.67	35.36	30.57	29.57	28.57	27.57	26.68	26.68	26.68	26.68
398.25	399.74	59.06	35.67	30.70	29.70	28.70	27.70	26.78	26.78	26.78	26.78
399.75	401.24	59.45	35.98	30.83	29.83	28.83	27.83	26.88	26.88	26.88	26.88
401.25	402.74	59.83	36.29	30.96	29.96	28.96	27.96	26.98	26.98	26.98	26.98
402.75	404.24	60.22	36.60	31.09	30.09	29.09	28.09	27.09	27.08	27.08	27.08
404.25	405.74	60.60	36.93	31.22	30.22	29.22	28.22	27.22	27.18	27.18	27.18
405.75	407.24	60.99	37.25	31.35	30.35	29.35	28.35	27.35	27.29	27.29	27.29
407.25	408.74	61.37	37.58	31.48	30.48	29.48	28.48	27.48	27.39	27.39	27.39
408.75	410.24	61.76	37.90	31.61	30.61	29.61	28.61	27.61	27.49	27.49	27.49
410.25	411.74	62.14	38.23	31.74	30.74	29.74	28.74	27.74	27.59	27.59	27.59
411.75	413.24	62.53	38.55	31.87	30.87	29.87	28.87	27.87	27.69	27.69	27.69
413.25	414.74	62.92	38.88	32.00	31.00	30.00	29.00	28.00	27.79	27.79	27.79
414.75	416.24	63.30	39.20	32.13	31.13	30.13	29.13	28.13	27.89	27.89	27.89
416.25	417.74	63.69	39.53	32.26	31.26	30.26	29.26	28.26	27.99	27.99	27.99
417.75	419.24	64.07	39.86	32.39	31.39	30.39	29.39	28.39	28.09	28.09	28.09
419.25	420.74	64.46	40.18	32.52	31.52	30.52	29.52	28.52	28.19	28.19	28.19
420.75	422.24	64.84	40.51	32.65	31.65	30.65	29.65	28.65	28.29	28.29	28.29
422.25	423.74	65.23	40.83	32.79	31.79	30.79	29.79	28.79	28.39	28.39	28.39
423.75	425.24	65.61	41.16	32.92	31.92	30.92	29.92	28.92	28.49	28.49	28.49
425.25	426.74	66.00	41.48	33.05	32.05	31.05	30.05	29.05	28.59	28.59	28.59
426.75	428.24	66.38	41.81	33.18	32.18	31.18	30.18	29.18	28.69	28.69	28.69
428.25	429.74	66.77	42.13	33.31	32.31	31.31	30.31	29.31	28.79	28.79	28.79
429.75	431.24	67.16	42.46	33.44	32.44	31.44	30.44	29.44	28.89	28.89	28.89
431.25	432.74	67.54	42.79	33.57	32.57	31.57	30.57	29.57	28.99	28.99	28.99
432.75	434.24	67.93	43.11	33.70	32.70	31.70	30.70	29.70	29.09	29.09	29.09

WPD995D1 COMBINED STATE, FEDERAL, FICA TAX TABLE PAGE 06

LAST UPDATE 05/21/82 EFFECTIVE JULY 1,1982 PRINTED 05/21/82

GROSS MONTHLY INCOME AT LEAST	NOT IN EXCESS OF	NUMBER OF DEPENDENTS 1	2	3	4	5	6	7	8	9	10
$ 434.25	$ 435.74	$ 68.31	$ 43.44	$ 33.83	$ 32.83	$ 31.83	$ 30.83	$ 29.83	$ 29.19	$ 29.19	$ 29.19
435.75	437.24	68.70	43.76	33.96	32.96	31.96	30.96	29.96	29.30	29.30	29.30
437.25	438.74	69.08	44.09	34.09	33.09	32.09	31.09	30.09	29.40	29.40	29.40
438.75	440.24	69.47	44.41	34.22	33.22	32.22	31.22	30.22	29.50	29.50	29.50
440.25	441.74	69.85	44.74	34.35	33.35	32.35	31.35	30.35	29.60	29.60	29.60
441.75	443.24	70.24	45.06	34.48	33.48	32.48	31.48	30.48	29.70	29.70	29.70
443.25	444.74	70.63	45.39	34.61	33.61	32.61	31.61	30.61	29.80	29.80	29.80
444.75	446.24	71.01	45.71	34.74	33.74	32.74	31.74	30.74	29.90	29.90	29.90
446.25	447.74	71.40	46.04	34.87	33.87	32.87	31.87	30.87	30.00	30.00	30.00
447.75	449.24	71.78	46.37	35.00	34.00	33.00	32.00	31.00	30.10	30.10	30.10
449.25	450.74	72.17	46.69	35.22	34.13	33.13	32.13	31.13	30.20	30.20	30.20
450.75	452.24	72.55	47.02	35.53	34.26	33.26	32.26	31.26	30.30	30.30	30.30
452.25	453.74	72.94	47.34	35.85	34.40	33.40	32.40	31.40	30.40	30.40	30.40
453.75	455.24	73.32	47.67	36.17	34.53	33.53	32.53	31.53	30.53	30.50	30.50
455.25	456.74	73.71	47.99	36.49	34.66	33.66	32.66	31.66	30.66	30.60	30.60
456.75	458.24	74.09	48.32	36.82	34.79	33.79	32.79	31.79	30.79	30.70	30.70
458.25	459.74	74.48	48.64	37.14	34.92	33.92	32.92	31.92	30.92	30.80	30.80
459.75	461.24	74.87	48.97	37.47	35.05	34.05	33.05	32.05	31.05	30.90	30.90
461.25	462.74	75.25	49.30	37.80	35.18	34.18	33.18	32.18	31.18	31.00	31.00
462.75	464.24	75.64	49.62	38.12	35.31	34.31	33.31	32.31	31.31	31.10	31.10
464.25	465.74	76.02	49.95	38.45	35.44	34.44	33.44	32.44	31.44	31.20	31.20
465.75	467.24	76.41	50.27	38.77	35.57	34.57	33.57	32.57	31.57	31.31	31.31
467.25	468.74	76.79	50.60	39.10	35.70	34.70	33.70	32.70	31.70	31.41	31.41
468.75	470.24	77.18	50.92	39.42	35.83	34.83	33.83	32.83	31.83	31.51	31.51
470.25	471.74	77.56	51.25	39.75	35.96	34.96	33.96	32.96	31.96	31.61	31.61
471.75	473.24	77.95	51.57	40.07	36.09	35.09	34.09	33.09	32.09	31.71	31.71
473.25	474.74	78.34	51.90	40.40	36.22	35.22	34.22	33.22	32.22	31.81	31.81
474.75	476.24	78.72	52.22	40.73	36.35	35.35	34.35	33.35	32.35	31.91	31.91
476.25	477.74	79.11	52.55	41.05	36.48	35.48	34.48	33.48	32.48	32.01	32.01
477.75	479.24	79.49	52.88	41.38	36.61	35.61	34.61	33.61	32.61	32.11	32.11
479.25	480.74	79.88	53.20	41.70	36.74	35.74	34.74	33.74	32.74	32.21	32.21
480.75	482.24	80.26	53.53	42.03	36.87	35.87	34.87	33.87	32.87	32.31	32.31
482.25	483.74	80.65	53.85	42.35	37.01	36.01	35.01	34.01	33.01	32.41	32.41
483.75	485.24	81.03	54.18	42.68	37.14	36.14	35.14	34.14	33.14	32.51	32.51
485.25	486.74	81.42	54.50	43.00	37.27	36.27	35.27	34.27	33.27	32.61	32.61
486.75	488.24	81.80	54.83	43.33	37.40	36.40	35.40	34.40	33.40	32.71	32.71
488.25	489.74	82.19	55.15	43.65	37.53	36.53	35.53	34.53	33.53	32.81	32.81
489.75	491.24	82.58	55.48	43.98	37.66	36.66	35.66	34.66	33.66	32.91	32.91
491.25	492.74	82.96	55.81	44.31	37.79	36.79	35.79	34.79	33.79	33.01	33.01
492.75	494.24	83.35	56.13	44.63	37.92	36.92	35.92	34.92	33.92	33.11	33.11
494.25	495.74	83.73	56.46	44.96	38.05	37.05	36.05	35.05	34.05	33.21	33.21
495.75	497.24	84.12	56.78	45.28	38.18	37.18	36.18	35.18	34.18	33.32	33.32
497.25	498.74	84.50	57.11	45.61	38.31	37.31	36.31	35.31	34.31	33.42	33.42
498.75	500.24	84.89	57.43	45.93	38.44	37.44	36.44	35.44	34.44	33.52	33.52
500.25	501.74	85.27	57.76	46.26	38.57	37.57	36.57	35.57	34.57	33.62	33.62
501.75	503.24	85.66	58.08	46.58	38.70	37.70	36.70	35.70	34.70	33.72	33.72
503.25	504.74	86.05	58.41	46.91	38.84	37.83	36.83	35.83	34.83	33.83	33.82
504.75	506.24	86.43	58.73	47.24	38.99	37.96	36.96	35.96	34.96	33.96	33.92
506.25	507.74	86.82	59.06	47.56	39.13	38.09	37.09	36.09	35.09	34.09	34.02
507.75	509.24	87.20	59.39	47.89	39.28	38.22	37.22	36.22	35.22	34.22	34.12
509.25	510.74	87.59	59.71	48.21	39.42	38.35	37.35	36.35	35.35	34.35	34.22
510.75	512.24	87.97	60.04	48.54	39.57	38.48	37.48	36.48	35.48	34.48	34.32
512.25	513.74	88.36	60.36	48.86	39.71	38.62	37.62	36.62	35.62	34.62	34.42
513.75	515.24	88.74	60.69	49.19	39.86	38.75	37.75	36.75	35.75	34.75	34.52

WPD995D1 COMBINED STATE, FEDERAL, FICA TAX TABLE PAGE 07

LAST UPDATE 05/21/82 EFFECTIVE JULY 1,1982 PRINTED 05/21/82

GROSS MONTHLY INCOME AT LEAST	NOT IN EXCESS OF	NUMBER OF DEPENDENTS 1	2	3	4	5	6	7	8	9	10
$ 515.25	$ 516.74	$ 89.14	$ 61.01	$ 49.51	$ 40.00	$ 38.88	$ 37.88	$ 36.88	$ 35.88	$ 34.88	$ 34.62
516.75	518.24	89.51	61.34	49.84	40.15	39.01	38.01	37.01	36.01	35.01	34.72
518.25	519.74	89.90	61.66	50.16	40.29	39.14	38.14	37.14	36.14	35.14	34.82
519.75	521.24	90.28	61.99	50.49	40.44	39.27	38.27	37.27	36.27	35.27	34.92
521.25	522.74	90.70	62.32	50.82	40.59	39.40	38.40	37.40	36.40	35.40	35.02
522.75	524.24	91.11	62.64	51.14	40.73	39.53	38.53	37.53	36.53	35.53	35.12
524.25	525.74	91.53	62.97	51.47	40.88	39.66	38.66	37.66	36.66	35.66	35.22
525.75	527.24	91.94	63.29	51.79	41.02	39.79	38.79	37.79	36.79	35.79	35.33
527.25	528.74	92.36	63.62	52.12	41.17	39.92	38.92	37.92	36.92	35.92	35.43
528.75	530.24	92.77	63.94	52.44	41.31	40.05	39.05	38.05	37.05	36.05	35.53
530.25	531.74	93.19	64.27	52.77	41.46	40.18	39.18	38.18	37.18	36.18	35.63
531.75	533.24	93.60	64.59	53.09	41.60	40.31	39.31	38.31	37.31	36.31	35.73
533.25	534.74	94.02	64.92	53.42	41.92	40.44	39.44	38.44	37.44	36.44	35.83
534.75	536.24	94.44	65.24	53.75	42.25	40.57	39.57	38.57	37.57	36.57	35.93
536.25	537.74	94.85	65.57	54.07	42.57	40.70	39.70	38.70	37.70	36.70	36.03
537.75	539.24	95.27	65.90	54.40	42.90	40.83	39.83	38.83	37.83	36.83	36.13
539.25	540.74	95.68	66.22	54.72	43.22	40.96	39.96	38.96	37.96	36.96	36.23
540.75	542.24	96.10	66.55	55.05	43.55	41.09	40.09	39.09	38.09	37.09	36.33
542.25	543.74	96.51	66.87	55.37	43.87	41.23	40.23	39.23	38.23	37.23	36.43
543.75	545.24	96.93	67.20	55.70	44.20	41.36	40.36	39.36	38.36	37.36	36.53
545.25	546.74	97.34	67.52	56.02	44.52	41.49	40.49	39.49	38.49	37.49	36.63
546.75	548.24	97.76	67.85	56.35	44.85	41.62	40.62	39.62	38.62	37.62	36.73
548.25	549.74	98.18	68.17	56.67	45.18	41.75	40.75	39.75	38.75	37.75	36.83
549.75	551.24	98.59	68.50	57.00	45.50	41.88	40.88	39.88	38.88	37.88	36.93
551.25	552.74	99.01	68.83	57.33	45.83	42.01	41.01	40.01	39.01	38.01	37.03
552.75	554.24	99.42	69.15	57.65	46.15	42.14	41.14	40.14	39.14	38.14	37.14
554.25	555.74	99.84	69.48	57.98	46.48	42.29	41.27	40.27	39.27	38.27	37.27
555.75	557.24	100.25	69.80	58.30	46.80	42.43	41.40	40.40	39.40	38.40	37.40
557.25	558.74	100.67	70.13	58.63	47.13	42.58	41.53	40.53	39.53	38.53	37.53
558.75	560.24	101.08	70.45	58.95	47.45	42.72	41.66	40.66	39.66	38.66	37.66
560.25	561.74	101.50	70.78	59.28	47.78	42.87	41.79	40.79	39.79	38.79	37.79
561.75	563.24	101.91	71.10	59.60	48.10	43.01	41.92	40.92	39.92	38.92	37.92
563.25	564.74	102.33	71.43	59.93	48.43	43.16	42.05	41.05	40.05	39.05	38.05
564.75	566.24	102.75	71.75	60.26	48.76	43.31	42.18	41.18	40.18	39.18	38.18
566.25	567.74	103.16	72.08	60.58	49.08	43.45	42.31	41.31	40.31	39.31	38.31
567.75	569.24	103.58	72.41	60.91	49.41	43.60	42.44	41.44	40.44	39.44	38.44
569.25	570.74	103.99	72.73	61.23	49.73	43.74	42.57	41.57	40.57	39.57	38.57
570.75	572.24	104.41	73.07	61.56	50.06	43.89	42.70	41.70	40.70	39.70	38.70
572.25	573.74	104.82	73.43	61.88	50.38	44.03	42.84	41.84	40.84	39.84	38.84
573.75	575.24	105.24	73.78	62.21	50.71	44.18	42.97	41.97	40.97	39.97	38.97
575.25	576.74	105.65	74.14	62.53	51.03	44.32	43.10	42.10	41.10	40.10	39.10
576.75	578.24	106.07	74.49	62.86	51.36	44.47	43.23	42.23	41.23	40.23	39.23
578.25	579.74	106.49	74.85	63.18	51.69	44.61	43.36	42.36	41.36	40.36	39.36
579.75	581.24	106.90	75.20	63.51	52.01	44.76	43.49	42.49	41.49	40.49	39.49
581.25	582.74	107.32	75.56	63.84	52.34	44.91	43.62	42.62	41.62	40.62	39.62
582.75	584.24	107.73	75.92	64.16	52.66	45.05	43.75	42.75	41.75	40.75	39.75
584.25	585.74	108.15	76.27	64.49	52.99	45.20	43.88	42.88	41.88	40.88	39.88
585.75	587.24	108.56	76.63	64.81	53.31	45.34	44.01	43.01	42.01	41.01	40.01
587.25	588.74	108.98	76.98	65.14	53.64	45.49	44.14	43.14	42.14	41.14	40.14
588.75	590.24	109.39	77.34	65.46	53.96	45.63	44.27	43.27	42.27	41.27	40.27
590.25	591.74	109.81	77.69	65.79	54.29	45.78	44.40	43.40	42.40	41.40	40.40
591.75	593.24	110.22	78.05	66.11	54.61	45.92	44.53	43.53	42.53	41.53	40.53
593.25	594.74	110.64	78.40	66.44	54.94	46.07	44.66	43.66	42.66	41.66	40.66
594.75	596.24	111.06	78.76	66.77	55.27	46.22	44.79	43.79	42.79	41.79	40.79

WPD99581 COMBINED STATE, FEDERAL, FICA TAX TABLE PAGE 08

LAST UPDATE 05/21/82 EFFECTIVE JULY 1,1982 PRINTED 05/21/82

GROSS MONTHLY INCOME AT LEAST	NOT IN EXCESS OF	NUMBER OF DEPENDENTS 1	2	3	4	5	6	7	8	9	10
$ 596.25	$ 597.74	$111.47	$ 79.12	$ 67.09	$ 55.59	$ 46.36	$ 44.92	$ 43.92	$ 42.92	$ 41.92	$ 40.92
597.75	599.24	111.89	79.47	67.42	55.92	46.51	45.05	44.05	43.05	42.05	41.05
599.25	600.74	112.30	79.83	67.74	56.24	46.65	45.18	44.18	43.18	42.18	41.18
600.75	602.24	112.72	80.18	68.07	56.57	46.80	45.31	44.31	43.31	42.31	41.31
602.25	603.74	113.13	80.54	68.39	56.89	46.94	45.45	44.45	43.45	42.45	41.45
603.75	605.24	113.55	80.89	68.72	57.22	47.09	45.59	44.58	43.58	42.58	41.58
605.25	606.74	113.96	81.25	69.04	57.54	47.23	45.73	44.71	43.71	42.71	41.71
606.75	608.24	114.38	81.60	69.37	57.87	47.38	45.88	44.84	43.84	42.84	41.84
608.25	609.74	114.80	81.96	69.69	58.20	47.52	46.02	44.97	43.97	42.97	41.97
609.75	611.24	115.21	82.31	70.02	58.52	47.67	46.17	45.10	44.10	43.10	42.10
611.25	612.74	115.63	82.67	70.35	58.85	47.82	46.32	45.23	44.23	43.23	42.23
612.75	614.24	116.04	83.03	70.67	59.17	47.96	46.46	45.36	44.36	43.36	42.36
614.25	615.74	116.46	83.38	71.00	59.50	48.11	46.61	45.49	44.49	43.49	42.49
615.75	617.24	116.87	83.74	71.32	59.82	48.32	46.75	45.62	44.62	43.62	42.62
617.25	618.74	117.29	84.09	71.65	60.15	48.65	46.90	45.75	44.75	43.75	42.75
618.75	620.24	117.70	84.45	71.97	60.47	48.97	47.04	45.88	44.88	43.88	42.88
620.25	621.74	118.12	84.80	72.30	60.80	49.30	47.19	46.01	45.01	44.01	43.01
621.75	623.24	118.53	85.16	72.66	61.12	49.63	47.33	46.14	45.14	44.14	43.14
623.25	624.74	118.95	85.51	73.01	61.45	49.95	47.48	46.27	45.27	44.27	43.27
624.75	626.24	119.37	85.87	73.37	61.78	50.28	47.83	46.40	45.40	44.40	43.40
626.25	627.74	119.78	86.23	73.73	62.10	50.60	47.77	46.53	45.53	44.53	43.53
627.75	629.24	120.20	86.58	74.08	62.43	50.93	47.92	46.66	45.66	44.66	43.66
629.25	630.74	120.61	86.94	74.44	62.75	51.25	48.06	46.79	45.79	44.79	43.79
630.75	632.24	121.03	87.29	74.79	63.08	51.58	48.21	46.92	45.92	44.92	43.92
632.25	633.74	121.44	87.65	75.15	63.40	51.90	48.35	47.06	46.06	45.06	44.06
633.75	635.24	121.86	88.00	75.50	63.73	52.23	48.50	47.19	46.19	45.19	44.19
635.25	636.74	122.27	88.36	75.86	64.05	52.55	48.64	47.32	46.32	45.32	44.32
636.75	638.24	122.69	88.71	76.21	64.38	52.88	48.79	47.45	46.45	45.45	44.45
638.25	639.74	123.11	89.07	76.57	64.71	53.21	48.93	47.58	46.58	45.58	44.58
639.75	641.24	123.52	89.42	76.93	65.03	53.53	49.08	47.71	46.71	45.71	44.71
641.25	642.74	123.94	89.78	77.28	65.36	53.86	49.23	47.84	46.84	45.84	44.84
642.75	644.24	124.35	90.14	77.64	65.68	54.18	49.37	47.97	46.97	45.97	44.97
644.25	645.74	124.77	90.49	77.99	66.01	54.51	49.52	48.10	47.10	46.10	45.10
645.75	647.24	125.18	90.85	78.35	66.33	54.83	49.66	48.23	47.23	46.23	45.23
647.25	648.74	125.60	91.20	78.70	66.66	55.16	49.81	48.36	47.36	46.36	45.36
648.75	650.24	126.01	91.56	79.06	66.98	55.48	49.95	48.49	47.49	46.49	45.49
650.25	651.74	126.43	91.91	79.41	67.31	55.81	50.10	48.62	47.62	46.62	45.62
651.75	653.24	126.84	92.27	79.77	67.63	56.14	50.24	48.75	47.75	46.75	45.75
653.25	654.74	127.26	92.62	80.12	67.96	56.46	50.39	48.89	47.88	46.88	45.88
654.75	656.24	127.68	92.98	80.48	68.29	56.79	50.54	49.04	48.01	47.01	46.01
656.25	657.74	128.09	93.34	80.84	68.61	57.11	50.68	49.18	48.14	47.14	46.14
657.75	659.24	128.51	93.69	81.19	68.94	57.44	50.83	49.33	48.27	47.27	46.27
659.25	660.74	128.92	94.05	81.55	69.26	57.76	50.97	49.47	48.40	47.40	46.40
660.75	662.24	129.34	94.40	81.90	69.59	58.09	51.12	49.62	48.53	47.53	46.53
662.25	663.74	129.75	94.76	82.26	69.91	58.41	51.26	49.76	48.67	47.67	46.67
663.75	665.24	130.17	95.11	82.61	70.24	58.74	51.41	49.91	48.80	47.80	46.80
665.25	666.74	130.58	95.47	82.97	70.56	59.06	51.55	50.05	48.93	47.93	46.93
666.75	668.24	131.00	95.82	83.32	70.89	59.39	51.70	50.20	49.06	48.06	47.06
668.25	669.74	131.42	96.18	83.68	71.22	59.72	51.84	50.34	49.19	48.19	47.19
669.75	671.24	131.83	96.53	84.04	71.54	60.04	51.99	50.49	49.32	48.32	47.32
671.25	672.74	132.25	96.89	84.39	71.89	60.37	52.14	50.64	49.45	48.45	47.45
672.75	674.24	132.66	97.31	84.75	72.25	60.69	52.28	50.78	49.58	48.58	47.58
674.25	675.74	133.08	97.72	85.10	72.60	61.02	52.43	50.93	49.71	48.71	47.71
675.75	677.24	133.49	98.14	85.46	72.96	61.34	52.57	51.07	49.84	48.84	47.84

WPD99501 COMBINED STATE, FEDERAL, FICA TAX TABLE PAGE 09

LAST UPDATE 05/21/82 EFFECTIVE JULY 1,1982 PRINTED 05/21/82

GROSS MONTHLY INCOME AT LEAST	NOT IN EXCESS OF	NUMBER OF DEPENDENTS 1	2	3	4	5	6	7	8	9	10
$ 677.25	$ 678.74	$133.91	$ 98.56	$ 85.81	$ 73.31	$ 61.67	$ 52.72	$ 51.22	$ 49.97	$ 48.97	$ 47.97
678.75	680.24	134.32	98.97	86.17	73.67	61.99	52.86	51.36	50.10	49.10	48.10
680.25	681.74	134.74	99.39	86.52	74.02	62.32	53.01	51.51	50.23	49.23	48.23
681.75	683.24	135.15	99.80	86.88	74.38	62.65	53.15	51.65	50.36	49.36	48.36
683.25	684.74	135.57	100.22	87.23	74.73	62.97	53.30	51.80	50.49	49.49	48.49
684.75	686.24	135.99	100.63	87.59	75.09	63.30	53.45	51.95	50.62	49.62	48.62
686.25	687.74	136.40	101.05	87.95	75.45	63.62	53.59	52.09	50.75	49.75	48.75
687.75	689.24	136.82	101.46	88.30	75.80	63.95	53.74	52.24	50.88	49.88	48.88
689.25	690.74	137.23	101.88	88.66	76.16	64.27	53.88	52.38	51.01	50.01	49.01
690.75	692.24	137.65	102.29	89.01	76.51	64.60	54.03	52.53	51.14	50.14	49.14
692.25	693.74	138.06	102.71	89.37	76.87	64.92	54.17	52.67	51.28	50.28	49.28
693.75	695.24	138.48	103.13	89.72	77.22	65.25	54.32	52.82	51.41	50.41	49.41
695.25	696.74	138.89	103.54	90.08	77.58	65.57	54.46	52.96	51.54	50.54	49.54
696.75	698.24	139.31	103.96	90.43	77.93	65.90	54.61	53.11	51.67	50.67	49.67
698.25	699.74	139.73	104.37	90.79	78.29	66.23	54.75	53.25	51.80	50.80	49.80
699.75	701.24	140.14	104.79	91.15	78.65	66.55	55.05	53.40	51.93	50.93	49.93
701.25	702.74	140.56	105.20	91.50	79.00	66.88	55.38	53.55	52.06	51.06	50.06
702.75	704.24	140.97	105.62	91.86	79.36	67.20	55.70	53.69	52.19	51.19	50.19
704.25	705.74	141.39	106.03	92.21	79.71	67.53	56.03	53.84	52.34	51.32	50.32
705.75	707.24	141.80	106.45	92.57	80.07	67.85	56.35	53.98	52.48	51.45	50.45
707.25	708.74	142.22	106.87	92.92	80.42	68.18	56.68	54.13	52.63	51.58	50.58
708.75	710.24	142.63	107.28	93.28	80.78	68.50	57.00	54.27	52.77	51.71	50.71
710.25	711.74	143.05	107.70	93.63	81.13	68.83	57.33	54.42	52.92	51.84	50.84
711.75	713.24	143.46	108.11	93.99	81.49	69.16	57.66	54.56	53.06	51.97	50.97
713.25	714.74	143.88	108.53	94.34	81.84	69.48	57.98	54.71	53.21	52.10	51.10
714.75	716.24	144.30	108.94	94.70	82.20	69.81	58.31	54.86	53.36	52.23	51.23
716.25	717.74	144.71	109.36	95.06	82.56	70.13	58.63	55.00	53.50	52.36	51.36
717.75	719.24	145.13	109.77	95.41	82.91	70.46	58.96	55.15	53.65	52.49	51.49
719.25	720.74	145.54	110.19	95.77	83.27	70.78	59.28	55.29	53.79	52.62	51.62
720.75	722.24	145.96	110.60	96.12	83.62	71.12	59.61	55.44	53.94	52.75	51.75
722.25	723.74	146.37	111.02	96.48	83.98	71.48	59.93	55.58	54.08	52.89	51.89
723.75	725.24	146.79	111.44	96.83	84.33	71.83	60.26	55.73	54.23	53.02	52.02
725.25	726.74	147.20	111.85	97.19	84.69	72.19	60.58	55.87	54.37	53.15	52.15
726.75	728.24	147.62	112.27	97.54	85.04	72.54	60.91	56.02	54.52	53.28	52.28
728.25	729.74	148.04	112.68	97.90	85.40	72.90	61.24	56.16	54.66	53.41	52.41
729.75	731.24	148.45	113.10	98.26	85.76	73.26	61.56	56.31	54.81	53.54	52.54
731.25	732.74	148.87	113.51	98.61	86.11	73.61	61.89	56.46	54.96	53.67	52.67
732.75	734.24	149.28	113.93	98.97	86.47	73.97	62.21	56.60	55.10	53.80	52.80
734.25	735.74	149.70	114.34	99.32	86.82	74.32	62.54	56.75	55.25	53.93	52.93
735.75	737.24	150.11	114.76	99.68	87.18	74.68	62.86	56.89	55.39	54.06	53.06
737.25	738.74	150.53	115.18	100.03	87.53	75.03	63.19	57.04	55.54	54.19	53.19
738.75	740.24	150.94	115.59	100.39	87.89	75.39	63.51	57.18	55.68	54.32	53.32
740.25	741.74	151.36	116.01	100.74	88.24	75.74	63.84	57.33	55.83	54.45	53.45
741.75	743.24	151.77	116.42	101.10	88.60	76.10	64.17	57.47	55.97	54.58	53.58
743.25	744.74	152.19	116.84	101.45	88.95	76.46	64.49	57.62	56.12	54.71	53.71
744.75	746.24	152.61	117.25	101.81	89.31	76.81	64.82	57.77	56.27	54.84	53.84
746.25	747.74	153.02	117.67	102.17	89.67	77.17	65.14	57.91	56.41	54.97	53.97
747.75	749.24	153.44	118.08	102.52	90.02	77.52	65.47	58.06	56.56	55.10	54.10
749.25	750.74	153.85	118.50	102.88	90.38	77.88	65.79	58.20	56.70	55.23	54.23
750.75	752.24	154.27	118.91	103.23	90.73	78.23	66.12	58.35	56.85	55.36	54.36
752.25	753.74	154.68	119.33	103.59	91.09	78.59	66.44	58.49	56.99	55.50	54.50
753.75	755.24	155.10	119.75	103.94	91.44	78.94	66.77	58.64	57.14	55.64	54.63
755.25	756.74	155.51	120.16	104.33	91.80	79.30	67.09	58.78	57.28	55.78	54.76
756.75	758.24	155.93	120.58	104.74	92.15	79.65	67.42	58.93	57.43	55.93	54.89

WPD99501 COMBINED STATE, FEDERAL, FICA TAX TABLE PAGE 09

LAST UPDATE 09/21/82 EFFECTIVE JULY 1,1982 PRINTED 09/21/82

GROSS MONTHLY INCOME AT LEAST	NOT IN EXCESS OF	NUMBER OF DEPENDENTS 1	2	3	4	5	6	7	8	9	10
$ 677.25	$ 678.74	$133.91	$ 98.56	$ 85.81	$ 73.31	$ 61.67	$ 52.72	$ 51.22	$ 49.97	$ 48.97	$ 47.97
678.75	680.24	134.32	98.97	86.17	73.67	61.99	52.86	51.36	50.10	49.10	48.10
680.25	681.74	134.74	99.39	86.52	74.02	62.32	53.01	51.51	50.23	49.23	48.23
681.75	683.24	135.15	99.80	86.88	74.38	62.65	53.15	51.65	50.36	49.36	48.36
683.25	684.74	135.57	100.22	87.23	74.73	62.97	53.30	51.80	50.49	49.49	48.49
684.75	686.24	135.99	100.63	87.59	75.09	63.30	53.45	51.95	50.62	49.62	48.62
686.25	687.74	136.40	101.05	87.95	75.45	63.62	53.59	52.09	50.75	49.75	48.75
687.75	689.24	136.82	101.46	88.30	75.80	63.95	53.74	52.24	50.88	49.88	48.88
689.25	690.74	137.23	101.88	88.66	76.16	64.27	53.88	52.38	51.01	50.01	49.01
690.75	692.24	137.65	102.29	89.01	76.51	64.60	54.03	52.53	51.14	50.14	49.14
692.25	693.74	138.06	102.71	89.37	76.87	64.92	54.17	52.67	51.28	50.28	49.28
693.75	695.24	138.48	103.13	89.72	77.22	65.25	54.32	52.82	51.41	50.41	49.41
695.25	696.74	138.89	103.54	90.08	77.58	65.57	54.46	52.96	51.54	50.54	49.54
696.75	698.24	139.31	103.96	90.43	77.93	65.90	54.61	53.11	51.67	50.67	49.67
698.25	699.74	139.73	104.37	90.79	78.29	66.23	54.75	53.25	51.80	50.80	49.80
699.75	701.24	140.14	104.79	91.15	78.65	66.55	55.05	53.40	51.93	50.93	49.93
701.25	702.74	140.56	105.20	91.50	79.00	66.88	55.38	53.55	52.06	51.06	50.06
702.75	704.24	140.97	105.62	91.86	79.36	67.20	55.70	53.69	52.19	51.19	50.19
704.25	705.74	141.39	106.03	92.21	79.71	67.53	56.03	53.84	52.34	51.32	50.32
705.75	707.24	141.80	106.45	92.57	80.07	67.85	56.35	53.98	52.48	51.45	50.45
707.25	708.74	142.22	106.87	92.92	80.42	68.18	56.68	54.13	52.63	51.58	50.58
708.75	710.24	142.63	107.28	93.28	80.78	68.50	57.00	54.27	52.77	51.71	50.71
710.25	711.74	143.05	107.70	93.63	81.13	68.83	57.33	54.42	52.92	51.84	50.84
711.75	713.24	143.46	108.11	93.99	81.49	69.16	57.66	54.56	53.06	51.97	50.97
713.25	714.74	143.88	108.53	94.34	81.84	69.48	57.98	54.71	53.21	52.10	51.10
714.75	716.24	144.30	108.94	94.70	82.20	69.81	58.31	54.86	53.36	52.23	51.23
716.25	717.74	144.71	109.36	95.06	82.56	70.13	58.63	55.00	53.50	52.36	51.36
717.75	719.24	145.13	109.77	95.41	82.91	70.46	58.96	55.15	53.65	52.49	51.49
719.25	720.74	145.54	110.19	95.77	83.27	70.78	59.28	55.29	53.79	52.62	51.62
720.75	722.24	145.96	110.60	96.12	83.62	71.12	59.61	55.44	53.94	52.75	51.75
722.25	723.74	146.37	111.02	96.48	83.98	71.48	59.93	55.58	54.08	52.89	51.89
723.75	725.24	146.79	111.44	96.83	84.33	71.83	60.26	55.73	54.23	53.02	52.02
725.25	726.74	147.20	111.85	97.19	84.69	72.19	60.58	55.87	54.37	53.15	52.15
726.75	728.24	147.62	112.27	97.54	85.04	72.54	60.91	56.02	54.52	53.28	52.28
728.25	729.74	148.04	112.68	97.90	85.40	72.90	61.24	56.16	54.66	53.41	52.41
729.75	731.24	148.45	113.10	98.26	85.76	73.26	61.56	56.31	54.81	53.54	52.54
731.25	732.74	148.87	113.51	98.61	86.11	73.61	61.89	56.46	54.96	53.67	52.67
732.75	734.24	149.28	113.93	98.97	86.47	73.97	62.21	56.60	55.10	53.80	52.80
734.25	735.74	149.70	114.34	99.32	86.82	74.32	62.54	56.75	55.25	53.93	52.93
735.75	737.24	150.11	114.76	99.68	87.18	74.68	62.86	56.89	55.39	54.06	53.06
737.25	738.74	150.53	115.18	100.03	87.53	75.03	63.19	57.04	55.54	54.19	53.19
738.75	740.24	150.94	115.59	100.39	87.89	75.39	63.51	57.18	55.68	54.32	53.32
740.25	741.74	151.36	116.01	100.74	88.24	75.74	63.84	57.33	55.83	54.45	53.45
741.75	743.24	151.77	116.42	101.10	88.60	76.10	64.17	57.47	55.97	54.58	53.58
743.25	744.74	152.19	116.84	101.45	88.95	76.46	64.49	57.62	56.12	54.71	53.71
744.75	746.24	152.61	117.25	101.81	89.31	76.81	64.82	57.77	56.27	54.84	53.84
746.25	747.74	153.02	117.67	102.17	89.67	77.17	65.14	57.91	56.41	54.97	53.97
747.75	749.24	153.44	118.08	102.52	90.02	77.52	65.47	58.06	56.56	55.10	54.10
749.25	750.74	153.85	118.50	102.88	90.38	77.88	65.79	58.20	56.70	55.23	54.23
750.75	752.24	154.27	118.91	103.23	90.73	78.23	66.12	58.35	56.85	55.36	54.36
752.25	753.74	154.68	119.33	103.59	91.09	78.59	66.44	58.49	56.99	55.50	54.50
753.75	755.24	155.10	119.75	103.94	91.44	78.94	66.77	58.64	57.14	55.64	54.63
755.25	756.74	155.51	120.16	104.33	91.80	79.30	67.09	58.78	57.28	55.78	54.76
756.75	758.24	155.93	120.58	104.74	92.15	79.65	67.42	58.93	57.43	55.93	54.89

WPD99501 COMBINED STATE, FEDERAL, FICA TAX TABLE PAGE 11

LAST UPDATE 05/21/82 EFFECTIVE JULY 1,1982 PRINTED 05/21/82

GROSS MONTHLY INCOME AT LEAST	NOT IN EXCESS OF	NUMBER OF DEPENDENTS 1	2	3	4	5	6	7	8	9	10
$ 839.25	$ 840.74	$179.40	$143.43	$127.60	$111.74	$ 99.21	$ 86.71	$ 74.21	$ 65.43	$ 63.93	$ 62.43
840.75	842.24	179.87	143.84	128.01	112.18	99.56	87.06	74.56	65.58	64.08	62.58
842.25	843.74	180.35	144.26	128.43	112.59	99.92	87.42	74.92	65.72	64.22	62.72
843.75	845.24	180.83	144.68	128.84	113.01	100.27	87.77	75.27	65.87	64.37	62.87
845.25	846.74	181.30	145.09	129.26	113.43	100.63	88.13	75.63	66.01	64.51	63.01
846.75	848.24	181.78	145.51	129.67	113.84	100.98	88.49	75.99	66.16	64.66	63.16
848.25	849.74	182.25	145.92	130.09	114.26	101.34	88.84	76.34	66.30	64.80	63.30
849.75	851.24	182.73	146.34	130.51	114.67	101.70	89.20	76.70	66.45	64.95	63.45
851.25	852.74	183.20	146.75	130.92	115.09	102.05	89.55	77.05	66.60	65.10	63.60
852.75	854.24	183.68	147.17	131.34	115.50	102.41	89.91	77.41	66.74	65.24	63.74
854.25	855.74	184.15	147.58	131.75	115.92	102.76	90.26	77.76	66.89	65.39	63.89
855.75	857.24	184.63	148.00	132.17	116.33	103.12	90.62	78.12	67.03	65.53	64.03
857.25	858.74	185.10	148.42	132.58	116.75	103.47	90.97	78.47	67.18	65.68	64.18
858.75	860.24	185.58	148.83	133.00	117.17	103.83	91.33	78.83	67.32	65.82	64.32
860.25	861.74	186.06	149.25	133.41	117.58	104.18	91.68	79.19	67.47	65.97	64.47
861.75	863.24	186.53	149.66	133.83	118.00	104.54	92.04	79.54	67.61	66.11	64.61
863.25	864.74	187.01	150.08	134.24	118.41	104.90	92.40	79.90	67.76	66.26	64.76
864.75	866.24	187.48	150.49	134.66	118.83	105.25	92.75	80.25	67.91	66.41	64.91
866.25	867.74	187.96	150.91	135.08	119.24	105.61	93.11	80.61	68.18	66.55	65.05
867.75	869.24	188.43	151.32	135.49	119.66	105.96	93.46	80.96	68.61	66.70	65.20
869.25	870.74	188.91	151.74	135.91	120.07	106.32	93.82	81.32	68.83	66.84	65.34
870.75	872.24	189.38	152.15	136.32	120.49	106.67	94.17	81.67	69.17	66.99	65.49
872.25	873.74	189.86	152.57	136.74	120.90	107.03	94.53	82.03	69.53	67.13	65.63
873.75	875.24	190.34	152.99	137.15	121.32	107.38	94.88	82.38	69.89	67.28	65.78
875.25	876.74	190.81	153.40	137.57	121.74	107.74	95.24	82.74	70.24	67.42	65.92
876.75	878.24	191.29	153.82	137.98	122.15	108.09	95.60	83.10	70.60	67.57	66.07
878.25	879.74	191.76	154.23	138.40	122.57	108.45	95.95	83.45	70.95	67.71	66.21
879.75	881.24	192.24	154.65	138.82	122.98	108.81	96.31	83.81	71.31	67.86	66.36
881.25	882.74	192.71	155.06	139.23	123.40	109.16	96.66	84.16	71.66	68.01	66.51
882.75	884.24	193.19	155.48	139.65	123.81	109.52	97.02	84.52	72.02	68.15	66.65
884.25	885.74	193.66	155.89	140.06	124.23	109.87	97.37	84.87	72.37	68.30	66.80
885.75	887.24	194.14	156.31	140.48	124.64	110.23	97.73	85.23	72.73	68.44	66.94
887.25	888.74	194.61	156.73	140.89	125.06	110.58	98.08	85.58	73.08	68.59	67.09
888.75	890.24	195.09	157.14	141.31	125.48	110.94	98.44	85.94	73.44	68.73	67.23
890.25	891.74	195.57	157.56	141.72	125.89	111.29	98.79	86.30	73.80	68.88	67.38
891.75	893.24	196.04	157.97	142.14	126.31	111.65	99.15	86.65	74.15	69.02	67.52
893.25	894.74	196.52	158.39	142.55	126.72	112.01	99.51	87.01	74.51	69.17	67.67
894.75	896.24	196.99	158.80	142.97	127.14	112.36	99.86	87.36	74.86	69.32	67.82
896.25	897.74	197.47	159.22	143.39	127.55	112.72	100.22	87.72	75.22	69.46	67.96
897.75	899.24	197.94	159.63	143.80	127.97	113.07	100.57	88.07	75.57	69.61	68.11
899.25	900.74	198.42	160.05	144.22	128.38	113.43	100.93	88.43	75.93	69.75	68.25
900.75	902.24	198.89	160.46	144.63	128.80	113.78	101.28	88.78	76.28	69.90	68.40
902.25	903.74	199.37	160.88	145.05	129.21	114.14	101.64	89.14	76.64	70.04	68.54
903.75	905.24	199.85	161.30	145.46	129.63	114.49	101.99	89.49	77.00	70.19	68.69
905.25	906.74	200.32	161.71	145.88	130.05	114.85	102.35	89.85	77.35	70.33	68.83
906.75	908.24	200.80	162.13	146.29	130.46	115.20	102.71	90.21	77.71	70.48	68.98
908.25	909.74	201.27	162.54	146.71	130.88	115.56	103.06	90.56	78.06	70.62	69.12
909.75	911.24	201.75	162.96	147.13	131.29	115.92	103.42	90.92	78.42	70.77	69.27
911.25	912.74	202.22	163.37	147.54	131.71	116.27	103.77	91.27	78.77	70.92	69.42
912.75	914.24	202.70	163.79	147.96	132.12	116.63	104.13	91.63	79.13	71.06	69.56
914.25	915.74	203.17	164.20	148.37	132.54	116.98	104.48	91.98	79.48	71.21	69.71
915.75	917.24	203.65	164.62	148.79	132.95	117.34	104.84	92.34	79.84	71.35	69.85
917.25	918.74	204.12	165.04	149.20	133.37	117.69	105.19	92.69	80.19	71.50	70.00
918.75	920.24	204.60	165.45	149.62	133.79	118.05	105.55	93.05	80.55	71.64	70.14

WPD99501 — COMBINED STATE, FEDERAL, FICA TAX TABLE — PAGE 12

LAST UPDATE 05/21/82 — EFFECTIVE JULY 1,1982 — PRINTED 05/21/82

GROSS MONTHLY INCOME AT LEAST	NOT IN EXCESS OF	NUMBER OF DEPENDENTS 1	2	3	4	5	6	7	8	9	10
$ 920.25	$ 921.74	$205.08	$165.87	$150.03	$134.20	$118.40	$105.90	$ 93.41	$ 80.91	$ 71.79	$ 70.29
921.75	923.24	205.55	166.28	150.45	134.62	118.78	106.26	93.76	81.26	71.97	70.43
923.25	924.74	206.03	166.70	150.86	135.03	119.20	106.62	94.12	81.62	72.14	70.58
924.75	926.24	206.50	167.11	151.28	135.45	119.61	106.97	94.47	81.97	72.32	70.73
926.25	927.74	206.98	167.53	151.70	135.86	120.03	107.33	94.83	82.33	72.50	70.87
927.75	929.24	207.45	167.94	152.11	136.28	120.45	107.68	95.18	82.68	72.67	71.02
929.25	930.74	207.93	168.36	152.53	136.69	120.86	108.04	95.54	83.04	72.85	71.16
930.75	932.24	208.40	168.77	152.94	137.11	121.28	108.39	95.89	83.39	73.02	71.31
932.25	933.74	208.88	169.19	153.36	137.52	121.69	108.75	96.25	83.75	73.20	71.45
933.75	935.24	209.36	169.61	153.77	137.94	122.11	109.10	96.60	84.11	73.37	71.60
935.25	936.74	209.83	170.02	154.19	138.36	122.52	109.46	96.96	84.46	73.55	71.74
936.75	938.24	210.31	170.44	154.60	138.77	122.94	109.82	97.32	84.82	73.72	71.89
938.25	939.74	210.78	170.85	155.02	139.19	123.35	110.17	97.67	85.17	73.90	72.03
939.75	941.24	211.26	171.27	155.44	139.60	123.77	110.53	98.03	85.53	74.08	72.18
941.25	942.74	211.73	171.68	155.85	140.02	124.18	110.88	98.38	85.88	74.25	72.33
942.75	944.24	212.21	172.10	156.27	140.43	124.60	111.24	98.74	86.24	74.43	72.47
944.25	945.74	212.68	172.51	156.68	140.85	125.02	111.59	99.09	86.59	74.60	72.62
945.75	947.24	213.16	172.93	157.10	141.26	125.43	111.95	99.45	86.95	74.78	72.76
947.25	948.74	213.63	173.35	157.51	141.68	125.85	112.30	99.80	87.30	74.95	72.91
948.75	950.24	214.11	173.76	157.93	142.10	126.26	112.66	100.16	87.66	75.16	73.05
950.25	951.74	214.59	174.18	158.34	142.51	126.68	113.01	100.52	88.02	75.52	73.20
951.75	953.24	215.06	174.59	158.76	142.93	127.09	113.37	100.87	88.37	75.87	73.34
953.25	954.74	215.54	175.01	159.17	143.34	127.51	113.73	101.23	88.73	76.23	73.49
954.75	956.24	216.01	175.42	159.59	143.76	127.92	114.08	101.58	89.08	76.58	73.64
956.25	957.74	216.49	175.84	160.01	144.17	128.34	114.44	101.94	89.44	76.94	73.78
957.75	959.24	216.96	176.25	160.42	144.59	128.76	114.79	102.29	89.79	77.29	73.93
959.25	960.74	217.44	176.67	160.84	145.00	129.17	115.15	102.65	90.15	77.65	74.07
960.75	962.24	217.91	177.08	161.25	145.42	129.59	115.50	103.00	90.50	78.00	74.22
962.25	963.74	218.39	177.50	161.67	145.83	130.00	115.86	103.36	90.86	78.36	74.36
963.75	965.24	218.87	177.92	162.08	146.25	130.42	116.21	103.71	91.22	78.72	74.51
965.25	966.74	219.34	178.33	162.50	146.67	130.83	116.57	104.07	91.57	79.07	74.65
966.75	968.24	219.82	178.75	162.91	147.08	131.25	116.93	104.43	91.93	79.43	74.80
968.25	969.74	220.29	179.16	163.33	147.50	131.66	117.28	104.78	92.28	79.78	74.94
969.75	971.24	220.77	179.58	163.75	147.91	132.08	117.64	105.14	92.64	80.14	75.09
971.25	972.74	221.24	179.99	164.16	148.33	132.49	117.99	105.49	92.99	80.49	75.26
972.75	974.24	221.72	180.41	164.58	148.74	132.91	118.35	105.85	93.35	80.85	75.44
974.25	975.74	222.19	180.82	164.99	149.16	133.33	118.70	106.20	93.70	81.20	75.61
975.75	977.24	222.67	181.24	165.41	149.57	133.74	119.06	106.56	94.06	81.56	75.79
977.25	978.74	223.14	181.66	165.82	149.99	134.16	119.41	106.91	94.41	81.91	75.96
978.75	980.24	223.62	182.07	166.24	150.41	134.57	119.77	107.27	94.77	82.27	76.14
980.25	981.74	224.10	182.49	166.65	150.82	134.99	120.12	107.63	95.13	82.63	76.31
981.75	983.24	224.57	182.90	167.07	151.24	135.40	120.48	107.98	95.48	82.98	76.49
983.25	984.74	225.05	183.32	167.48	151.65	135.82	120.84	108.34	95.84	83.34	76.66
984.75	986.24	225.52	183.73	167.90	152.07	136.23	121.19	108.69	96.19	83.69	76.84
986.25	987.74	226.00	184.15	168.32	152.48	136.65	121.55	109.05	96.55	84.05	77.02
987.75	989.24	226.47	184.56	168.73	152.90	137.07	121.90	109.40	96.90	84.40	77.19
989.25	990.74	226.95	184.98	169.15	153.31	137.48	122.26	109.76	97.26	84.76	77.37
990.75	992.24	227.42	185.39	169.56	153.73	137.90	122.61	110.11	97.61	85.11	77.54
992.25	993.74	227.90	185.81	169.98	154.14	138.31	122.97	110.47	97.97	85.47	77.72
993.75	995.24	228.38	186.23	170.39	154.56	138.73	123.32	110.82	98.33	85.83	77.89
995.25	996.74	228.85	186.64	170.81	154.98	139.14	123.68	111.18	98.68	86.18	78.07
996.75	998.24	229.33	187.06	171.22	155.39	139.56	124.04	111.54	99.04	86.54	78.24
998.25	999.74	229.80	187.47	171.64	155.81	139.97	124.39	111.89	99.39	86.89	78.42
999.75	1001.24	230.28	187.89	172.06	156.22	140.39	124.75	112.25	99.75	87.25	78.60

FORMULA FOR COMPUTING TAX
IF MONTHLY GROSS INCOME EXCEEDS $1001.24

If the income exceeds $1001.24, the following formula will be used to calculate taxes:

A. Federal Tax:

1.	Enter gross monthly income	$XXXX.XX
2.	Multiply the constant $83.33 by the No. in the AU and sub tract from 1 above	
3.	Amount taxable income	XXXX.XX XXXX.XX

When the amount of the taxable income is determined, one of the following tables is used to compute the federal tax. If the number of people in the AU is equal to 1 the "SINGLE" table is used. If the number of people in the AU is greater than 1, use the "MARRIED" table.

SINGLE TAX TABLE

If the taxable income is over	But not over	The tax will be	Plus	Of excess over
$ 00.00	$ 117.00	$ 0.00		$
117.00	267.00	0.00	12%	117.00
267.00	742.00	18.00	16%	267.00
742.00	1,042.00	94.00	20%	742.00
1,042.00	1,408.00	154.00	24%	1,042.00
1,408.00	1,875.00	241.84	30%	1,408.00
1,875.00	2,317.00	381.94	34%	1,875.00
2,317.00		532.22	37%	2,317.00

MARRIED TAX TABLE

If the taxable income is over	But not over	The tax will be	Plus	Of excess over
$ 00.00	$ 200.00	$ 0.00		
200.00	506.00	0.00	12%	$ 200.00
506.00	998.00	36.72	16%	506.00
998.00	1,545.00	115.44	19%	998.00
1,545.00	1,967.00	219.37	24%	1,545.00
1,967.00	2,408.00	320.65	27%	1,967.00
2,408.00	2,850.00	439.72	32%	2,408.00
2,850.00		581.16	37%	2,850.00

B. State Tax:

1.	Enter gross monthly income	$XXXX.XX
2.	Multiply by 12	x 12
3.	Answer is gross yearly income	XXXX.XX
4.	Multiply the constant $600.00 by the number in the AU and subtract from 3 above	-XXXX.XX XXXX.XX
5.	Subtract the constant $650.00	650.00
6.	This is taxable yearly income	XXXX.XX

7. Using the following table compute the yearly tax:

If the taxable income is over	But not over	The tax will be	Plus	Of excess over
$ 000.00	$ 3,000.00	$ 000.00	2%	$ 000.00
3,000.00	5,000.00	60.00	3%	3,000.00
5,000.00	12,000.00	120.00	5%	5,000.00
12,000.00	99,000.00	470.00	5.75%	12,000.00

8. When the tax is calculated divide the State tax by 12 to obtain monthly tax.

C. FICA

To compute FICA multiply the gross monthly income by 6.70%.

D. Total Tax Deductions

To obtain the total tax deduction, add the federal tax, State tax, and FICA.

1. COMPONENTS

These components provide emergency assistance to eligible individuals within the restrictions established by policy and selected by local agencies. The maximum amounts of assistance that may be provided are specified in Chapter D.

a. Food Credit Authorization Assistance (GR Type 44)

A purchase order may be used to authorize an assistance unit to buy food. Assistance units that may be covered include those with:

1) parents and minor children;

2) one parent and his/her minor children;

3) a married couple with no children; and

4) one individual.

b. Shelter Assistance (GR Types 46 and 47)

1) The types of services (subcomponents) that may be provided include:

a) payments to or in behalf of an assistance unit for rent or house payments (GR type 46); and

b) payments to or in behalf of an assistance unit for utilities (GR type 47).

2) Assistance units that may be covered include those with:

a) parents and minor children;

b) one parent and his/her minor children;

c) a married couple with no children; and

d) one individual.

c. Assistance to SSI Recipients (GR Type 41)

Assistance to SSI recipients is not restricted to the emergency components, such as food or rent but may include any emergency need established by the agency. This assistance is not to be used as ongoing supplementation for a continuing need.

d. Emergency Medical Assistance (GR Type 45)

Recipients may be required to purchase prescription drugs from a pharmacy with an agency contract.

1) The types of services (subcomponents) that may be provided to an assistance unit include:

a) physicians (M.D.'s) licensed to practice medicine, except where such services are rendered during inpatient hospitalization;

b) other licensed medical practitioners (chiropractors, therapists, opticians, etc.) when a physician makes the referral to the practitioner;

c) laboratory when prescribed by a licensed medical practitioner or physician;

d) x-rays when prescribed by a licensed medical practitioner or physician;

e) supplementary medical services when prescribed by a licensed medical practitioner or physician;

f) prescription drugs when prescribed by a physician;

g) medical supplies when prescribed by a licensed medical practitioner or physician;

h) medical appliances essential to health and personal functioning when prescribed by a licensed medical practitioner or physician;

i) dental care;

j) medical transportation; and

k) nursing home care.

2) Assistance units that may be covered include those with:

a) parents and minor children;

b) one parent and his/her minor children;

c) a married couple with no children; and

d) one individual.

e. Transient Assistance (GR Type 56)

Purchase orders may be used to assist transients with food, transportation, or any other need established by the agency. Assistance units that may be covered include those with:

1) parents and minor children;

2) one parent and his/her minor children;

3) a married couple with no children; and

4) one individual.

f. Assistance With Burial Costs (GR Type 55)

Each locality that chooses this program component must establish a maximum expenditure for burial costs and must list in its Plan the specific circumstances under which burials will be paid. Burial costs include items and services incurred in disposing of a body.

g. Clothing Assistance (GR Type 48)

The use of a purchase order to obtain clothing for an eligible assistance unit. Assistance units that may be covered include those with:

1) parents and their minor children;

2) one parent and his/her minor children;

3) a married couple with no children; and

4) one individual.

h. Relocation Assistance (GR Type 57)

1) The types of services (subcomponents) that may be provided to an assistance unit include:

a) moving expenses for members of the unit and the belongings of the unit;

b) the first month's rent;

c) required utility deposits;

d) required rental housing deposit; and

e) other needs related to moving the unit identified by the agency.

2) Assistance units that may be covered include those with:

a) parents and minor children;

b) one parent and his/her minor children;

c) a married couple with no children; and

d) one individual.

2. TIME STANDARDS

a. Action on Application

Action is to be taken on every application for General Relief short-term/emergency assistance unless the application is disposed of as specified in Chapter D, Section 3.

The time standard for taking action to grant or deny General Relief short-term/emergency assistance is 45 days following the date of application. Since these are emergency requests, they shall be processed as soon as possible. This requirement is deemed to be met if payment, credit authorization, or notice of denial is mailed within the 45 days following the date of application.

The pending status of the application will be continued an additional 15 days if the agency, through no fault of its own, is unable to take action. The applicant must be sent notice in writing of the reason for extension of pending status within the 45-day limit.

If immediate action is necessary to prevent hardship or if action is not taken by the local board within the specified time limit, action is to be taken by the superintendent/ director.

b. Duration of Eligibility

An application for short-term/emergency assistance covers the calendar month in which the application is filed. The application does not cover needs that will occur in future months.

EXAMPLE:

Mr. Also applies for GR on January 20. He meets eligibility factors and is found eligible to receive assistance with rent. On January 31, Mr. Also returns to the office and requests assistance with his February rent. Since this is a need that will occur in February, the month after Mr. Also applied for assistance, Mr. Also must reapply in February to receive assistance with February rent.

3. ELIGIBILITY CRITERIA

All individuals included in an assistance unit must meet the eligibility criteria that follow.

a. Existence of an Emergency Need

The assistance unit must need and be unable to obtain through other resources the item(s) for which assistance is sought. Items that may be emergency needs include rent due, utilities due, or emergency shelter or medical needs. An eviction notice or cut-off notice is not required for an emergency need to exist.

b. Change in Circumstances

The need for the item(s) must be the result of a change in circumstances over which the assistance unit had no control. That is, because of the change in circumstances the unit does not have the ability to meet the need.

Possible changes include loss of a job, end of unemployment benefits, temporary illness, fire, or other disaster.

c. Residency

Except for assistance to transients, an applicant/recipient must be residing in the locality where he/she is requesting or receiving assistance.

A person can receive assistance from any program component for which he/she is eligible, if the component is in the approved General Relief Plan of the locality in which he/she has residence.

Although residency does not imply a minimum time a person must have lived in a locality, the individual must be living in the locality and intend to continue living in the locality to receive assistance. An individual receiving education or training outside the locality in a live-in-facility or who is in a general hospital retains his/her residence in the original locality. Institutionalized individuals may retain residence in the original locality. See Chapter B, Section 4. d. 2) for determining residence of an institutionalized individual.

d. Ineligibility for Aid in a Federal Category

Except as specified below, an individual must be ineligible for assistance in a federal category (SSI or ADC). The following individuals are not eligible for GR since they do not meet the requirement of ineligibility in a federal category:

1) an individual who has refused to apply for assistance when eligibility appears to exist;

2) an individual who appears to be eligible or was eligible who has been denied or closed for refusal to cooperate in determining initial or continuing eligibility;

3) an individual who has refused assistance when eligibility has been determined to exist; or

4) an individual who is eligible for assistance in his/her own right or who is receiving assistance as an EWB. EXCEPTIONS:

a) An SSI recipient may be eligible for assistance to SSI recipients and burial costs, if these components are included in the locality Plan.

b) Burial needs of ADC recipients may be met if the burial component is included in the Plan.

An applicant for assistance in a federal category (SSI or ADC) is eligible for General Relief Assistance while the application is pending, if all General Relief eligibility requirements are met.

e. Citizenship and Alienage

The individual must be a citizen of the United States, an alien lawfully admitted for permanent residence, or an alien permanently residing in the U. S. under color of

law. Unless there is reason to question the applicant's statement, citizenship is assumed if the application shows the individual's birthplace was in the United States or any of the U. S. territories. Citizenship, if questionable, must be verified.

If the application shows birthplace was not in the United States, citizenship or eligible alienage must be verified.

Records verifying citizenship include birth certificates, voter registration cards, U. S. Passport, baptismal record showing birth in U. S., certificates of citizenship or naturalization, and INS forms I-179 or I-197. If this evidence is not available, a statement by a knowledgeable third party may be used to verify citizenship. This statement should include information that will establish citizenship, such as place of birth or persons from whom citizenship is derived.

The status of aliens must be documented. Individuals who qualify for assistance include anyone:

1) who has an Alien Registration Receipt card (I-151 or AR-3a).

2) who has a Resident Alien card (I-551).

3) who has a Temporary Resident card (I-688) with Section 210 or 210A INA.

4) who has a Re-entry Permit (I-327).

5) who has a Refugee Travel Document (I-571).

6) who has an Arrival-Departure Record (I-94) with any of the following notations:

   a) Section 207 INA;

   b) Refugee;

   c) Section 208 INA;

d) Asylum;

e) Section 243 (h) INA; or

f) Cuban-Haitian Entrant.

7) who has an Arrival-Departure Record-Parole Edition (I-94) with any of the following notations;

a) Section 212(d) (5) INA;

b) Conditional Entry; or

c) Section 203(a)(7) INA.

8) who has a receipt from Immigration and Naturalization Service indicating a replacement has been requested for any document in items 1) through 7).

9) who has entered the United States prior to January 1, 1972, and continuously resided in the U.S. since entry. Accept client's statement as verification if no reason to doubt.

10) who is residing in the U.S. pursuant to an indefinite stay of deportation (I-94 with notation or immigration letter).

11) who is residing in the U.S. pursuant to an indefinite voluntary departure (I-94 with notation or immigration letter).

12) on whose behalf immigration has approved an immediate relative petition. (I-94 with notation or I-210.)

13) for whom immigration has accepted a petition as "properly filed" for adjustment of status under Section 245 INA (I-181 or endorsed passport).

14) granted stay of deportation by court order, Statute or regulation or pursuant to Section 106 (I-94, immigration letter, or Court order).

15) granted voluntary departure pursuant to Section 242(b) if Immigration and Naturalization Service (INS) does not contemplate enforcing the departure. (I-94 or I-210)

16) granted deferred action status pursuant to INS instructions (I-210).

17) residing in U.S. under order of supervision pursuant to Section 242 INA (I-220B).

18) granted suspension of deportation pursuant to Section 244 INA and INS does not contemplate enforcing the departure (Immigration judge order).

19) whose deportation has been withheld pursuant to Section 243(h) INA (Immigration judge order).

20) living in United States with the knowledge of INS and INS does not contemplate enforcing departure.

Individuals with other statuses may also meet the requirements. If the individual has no means of documenting his/her status, verification may be obtained from Immigration and Naturalization Service.

4420 North Fairfax Drive
Arlington, VA 22203
Telephone: (703) 235-4026

200 Granby Mall, Room 439
Norfolk, VA 23510
Telephone: (804) 441-3081

f. Relocation Criteria

In addition to meeting the requirements in items a. through e. above, the following criteria must also be met for an assistance unit to receive assistance from the relocation component. If these requirements are not met, eligibility for relocation assistance does not exist.

1) A member of the assistance unit must have a job or a job offer at a job site that is located more than a two-hour round trip from the present residence by reasonably available public or private transportation, exclusive of time necessary to transport children to and from a child care facility, unless normal round trip commuting time in the area is more than two hours, in which case the round trip commuting time shall not exceed the generally accepted community standards.

2) The income from the job must be sufficient to preclude eligibility for public assistance.

3) The assistance unit must document that housing arrangements in the new area have been made.

4. DETERMINING ELIGIBILITY

a. Assistance Unit

The individual or group of individuals whose income and resources are taken into consideration in determining eligibility for a particular component(s) is the assistance unit.

The types of units include parents and minor children, one parent and his/her minor children, a married couple, and a single individual. For the burial assistance component, the deceased individual is the assistance unit. Other people may be living in the household and may or may not be included in the assistance unit depending on the situation.

b. Income and Resources

The assistance unit's own resources and income and assistance that is available in the community must be considered when determining eligibility. Resources and income will be evaluated as to their availability for use for the emergency. For most emergency needs, life insurance and property will not be available. For burial assistance all resources including real and personal property must be evaluated. To assure uniformity, each local agency must establish guidelines for determining whether an assistance unit has insufficient income and/or resources to cover the emergency need.

c. Amount of Emergency Need

The amount of emergency need is the amount that must be paid by the agency so the needed item will be provided. If the amount that can be paid by the local agency along with other resources, including community resources, will not prevent an immediate eviction or discontinuance of utilities, assistance from GR funds will not be given for that particular need.

d. Verification of Relocation Criteria

1) Job/Job Offer

A letter or other documentation from the employer or a telephone contact by the agency with the employer will be used to verify that a member of the A.U. has a job or job offer.

2) Job Site

Agency knowledge will be used to document that the job site is located the required distance from the present residence.

3) Income from Job

Pay envelopes, pay stubs, a letter from the employer, or agency contact with the employer will be used to verify the employed individual's earnings. After applying the income disregards (See Chapter B), the remaining income for the assistance unit must exceed the 100% standard of assistance for a Group III locality.

4) Housing Arrangements

A copy of a lease, a rent receipt, or a letter from the individual providing the housing will be used to document that housing arrangements have been made in the new area.

e. Documentation

Documentation of eligibility factors will be recorded on the Worker's Evaluation of Assistance Unit and Worker's Evaluation of Eligibility. (See Part II for forms and instructions.) How the determination was made that the individual does or does not meet the eligibility criteria must be included.

1. RECOMMENDATION ON ELIGIBILITY

A recommendation of eligibility or ineligibility must be made by the **eligibility** worker when the eligibility study is completed on each redetermination or application. This recommendation shall include all information necessary for a decision on eligibility.

2. CASE ACTION

Case action is the formal agency action by the **local** board, superintendent/director or a designated individual to determine eligibility on applications, redeterminations, or partial reviews. Case action determines:

a. eligibility or ineligibility, and, if eligibility exists, the amount and type of assistance and date of entitlement;

b. person(s) eligible for assistance;

c. designation of payee - if other than eligible person for a money payment, or for a vendor payment;

d. change in payee;

e. change in amount of assistance**/vendor** payment; and

f. ineligibility for continued assistance.

Each case action must include the effective date of the action. On an action for an initial payment, the effective date will be the date of entitlement. Payment shall continue in the designated amount and under the designated conditions, until there is another case action by the local board or superintendent/director.

3. DECISION ON ELIGIBILITY

This decision is the responsibility of the local board, however, the superintendent/director is to take action if the local board does not act within the time limits or if circumstances

require immediate action (Code of Virginia, Sections 63.1-109 and 63.1-113). If the Superintendent/Director takes action, the action is official, but the case must be presented at the next Board meeting for action on continuing eligibility.

If an application is disposed of for one of the following reasons, board action is not required, but the reason for the disposition must be recorded in the case record. These cases are recorded statistically as applications disposed of and are reported to the board.

a. Withdrawal

An applicant may voluntarily withdraw his/her application at any time during the initial determination of eligibility. This may be done by a signed statement indicating the wish to withdraw the application or by verbal request. The Notice of Action must be sent to confirm the applicant's decision to withdraw.

b. Inability to Locate

If reasonable efforts to locate the applicant are unsuccessful, the agency must include on the Notice to Client of Action, the agency's attempts to locate him/her and request that he/she contact the agency. If the applicant does not contact the agency so that a decision can be made within the time standard, the application will be denied.

c. Death

If the applicant for a money payment, except an individual in a home for adults, dies before action can be taken on his/her case, the application is denied. The case record must contain verification of death, including the date of death.

4. NOTIFICATION TO APPLICANT/RECIPIENT

a. Action on Application, Increase in Payment, or Change not Affecting Payment

Notice must be sent to the applicant/recipient whenever:

1) action is taken to approve or deny an application or a request for an increase in grant;

2) an application is disposed of for reasons other than approval or denial (Section 3);

3) there has been a delay beyond the time standard in acting upon an application or a request for an increase in grant;

4) action is taken to increase the amount of assistance including reinstating a suspended case;

5) action is taken to change the payee; **or**

6) action is taken to pay a vendor.

The notice shall be sent immediately following the case action or within the time standard for processing applications, as appropriate. See Part II for instructions on completing the Notice to Client of Action.

b. Decrease in Amount of Assistance, Termination, or Suspension

1) An Advance Notice of Proposed Action must be sent to the recipient to:

a) decrease the amount of assistance, including medical maintenance, when factors affecting eligibility necessitate a reduction in the grant;

b) terminate assistance, including medical maintenance, when the case is determined to be ineligible or the recipient withdraws; or

c) suspend assistance, including medical maintenance when information needed to determine eligibility is not provided or recipient contact is required. Assistance may be suspended for one month only.

2) Except as follows, the notice must be mailed to the recipient at least 10 days (not counting the post mark date) before the action taken is effective. Effective means the first of the month in which the check is applicable or in cases of termination, nonissuance of a check. EXCEPTION: When a recipient requests termination using a signed and dated statement, the advance notice period does not apply. If the recipient fails to enter the date, the worker must enter the date the statement was received in the agency. The Advance Notice of Proposed Action form must be sent, but the check will not be mailed. See Part II for instructions on completing the Advance Notice of Proposed Action.

3) If a change requires a reduction or termination in General Relief and a reduction or termination of food stamp benefits, the local agency shall issue a single Advance Notice of Proposed Action for the General Relief and food stamp action.

4) EXCEPT AS FOLLOWS, THE ASSISTANCE PAYMENT MUST BE WRITTEN AND MAILED UNCHANGED WHEN THE REGULAR MAILING DATE FOR CHECKS OCCURS WITHIN THE ADVANCE NOTICE PERIOD. WHEN ASSISTANCE IS TERMINATED OR SUSPENDED FOR THE FOLLOWING REASONS, THE CHECK WILL BE HELD. WHEN ASSISTANCE IS BEING REDUCED FOR THE SAME REASONS, THE REDUCED AMOUNT WILL BE SENT, BUT A CHECK FOR THE DIFFERENCE BETWEEN THE NEW AND OLD AMOUNTS MUST BE WRITTEN AND HELD. THE REASONS ARE:

a) THE AGENCY HAS FACTUAL INFORMATION VERIFYING THE DEATH OF THE RECIPIENT OR OF THE PAYEE.

b) THE AGENCY HAS VERIFIED THAT THE RECIPIENT IS IN AN INSTITUTION WHERE ELIGIBILITY FOR GENERAL RELIEF DOES NOT EXIST.

c) THE RECIPIENT'S WHEREABOUTS IS UNKNOWN AND AGENCY MAIL DIRECTED TO HIM/HER HAS BEEN RETURNED BY THE POST OFFICE INDICATING NO KNOWN FORWARDING

address. (The recipient's check must, however, be made available to him/her if his/her whereabouts becomes known during the payment period covered by a returned check.)

d) A special allowance granted for a specific period (for example, correction of a prior underpayment) is terminated and the recipient has been informed in writing that the allowance shall automatically terminate at the end of the specified period.

e) The locality terminates GR benefits only for the reason that the recipient has left the city/county where the benefits were being paid.

f) A change approved by the Division of Benefit Programs in a locality's GR plan adversely affects the client.

g) **The maximum assistance available during a time period has been received and the recipient was notified of the maximum that could be received when the application was approved.**

5. PAYMENT AND PAYEE TYPES

General Relief payments may be money payments or vendor payments.

A recipient may be eligible to receive a money payment and a vendor payment. For example, an individual in a nursing home could receive a money payment for personal care and the nursing home a vendor payment for the recipient's care. If a vendor payment is used for part of the grant for a maintenance case, the remainder of the grant must be included in the money payment.

An individual found eligible for GR maintenance assistance because of alcoholism or drug addiction must either have a protective payee or basic needs must be provided through vendor payments with the rest of the grant going to the recipient.

a. Money Payment

An assistance payment made the first of the month to:

1) the eligible individual (the case name), or

2) a designated payee. If a payee has been designated, the reason for designation must be documented in the case record.

a) Determination of Need for Protective Payment

The need for protective payment is indicated when a physical or mental condition exists which results in the recipient's inability to make proper use of funds for his/her basic needs. The evidence of such incapacity must be specific (e.g., lack of proper food or clothing, or failure to meet obligations for rent or utilities) and must be supported by medical or psychological evaluation or by observation of gross conditions, such as extensive paralysis, serious mental retardation, continued disorientation, or severe memory loss.

Observation by the eligibility worker of conditions indicating a possible need for protective payments should result in referral to the service worker for further exploration to determine need for such payment and for related services.

b) Selection of Protective Payee

A person who is interested in or concerned with the welfare of the individual may be selected as protective payee to act for the recipient in receiving and managing the assistance payment. The selection of such protective payee should be made by the recipient or with his participation and consent, insofar as possible. The local department must have evidence that such protective payee has the ability and will act in the best interest of the individual. The agency will take appropriate action to protect recipients when it appears that problems are beyond the capacity of the protective payee to handle.

The protective payee must not be the executive head of the local department; the person determining financial eligibility for the individual; the special investigator or member of the staff handling fiscal processes related to the recipient; or the landlord, grocer, or other vendor of goods and services dealing directly with the recipient. The protective payee must not be the proprietor, administrator, or fiscal agent of a nursing home, medical institution, or home for adults.

In situations where no other suitable protective payee can be found, it may be necessary for a staff member of a private agency, the local social services department, or other appropriate organization to serve as protective payee. Such a staff member must be a worker providing services (not eligibility determination) for the aged or disabled group of which the recipient is a member. Staff of the department may be used only to the extent that the agency has adequate staff for this purpose. If a staff member is designated as protective payee, provision for bonding this employee must be made.

c) Review of Need for Protective Payment

Reconsideration of the need for protective payments and the way in which a protective payee's responsibilities are being carried out will be as frequent as is indicated by the individual's circumstances and in any case at intervals not to exceed six months.

Appropriate controls are to be established by the local department to insure that cases are reviewed within the specified period. The case narrative should include evaluation of the situation at the time of review and the basis for the decision at that time to continue or terminate protective payment.

d) Termination of Protective Payment

Provision is to be made for appropriate termination of protective payments as follows:

(1) when an individual is considered able to manage funds in his/her best interest, there will be a return to money payment status.

(2) when a judicial appointment of a guardian or personal representative appears to serve the best interest of the individual, such appointment will be sought. When the appointment has been made, there will be a change of payee from the protective payee to the guardian or personal representative.

b. Vendor Payment

A vendor payment is an assistance payment made on behalf of a recipient at the end of the month (after receipt of a bill) directly to the provider authorized by the agency to furnish goods and services for the client. A vendor payment may be for maintenance or short-term/emergency assistance.

6. AUTHORIZATION FOR PAYMENT

a. Initial Authorization

Agency action finding an individual or group eligible for General Relief (short-term/emergency or maintenance) includes authorization for payment to or on behalf of the assistance unit.

Authorization for either a money or a vendor payment must specify, in addition to identification of the assistance unit,

1) the payee, if other than the recipient;

2) the amount of payment; and

3) the effective date of the payment. For an initial payment, the effective date will be the date of entitlement. Whenever there is a change in either the payee or the amount of maintenance payment, including medical, there must be agency action to authorize the change and specify the effective date of the change. Changes are usually effective the first of the month following agency action.

b. Maintenance Payments

1) Entitlement Date

When an individual or family has been found by agency action to be eligible, entitlement shall begin no later than the first day of the month following the month of application, provided the individual or family meets all eligibility conditions at that time. IN THE FOLLOWING SITUATIONS, THE DATE OF ENTITLEMENT SHALL BE THE FIRST OF THE MONTH IN WHICH THE APPLICATION WAS MADE:

a) ACTION IS TAKEN DURING THE MONTH OF APPLICATION.

b) ACTION IS TAKEN IN A MONTH LATER THAN THE MONTH OF APPLICATION PROVIDED:

(1) THE APPLICANT RECEIVED GR MAINTENANCE FROM ANOTHER LOCALITY IN VIRGINIA FOR THE MONTH PRIOR TO THE MONTH OF APPICATION AND

(2) THE PROCESSING OF THE APPLICATION IN THE NEW LOCALITY WAS DELAYED FOR REASONS BEYOND THE CONTROL OF THE APPLICANT, AS DETERMINED BY THE AGENCY.

THE AGENCY MUST DOCUMENT PRIOR RECEIPT OF ASSISTANCE AND THE REASONS BEYOND THE CONTROL OF THE APPLICANT THAT DELAYED THE PROCESSING OF THE APPLICATION.

An individual who is found to be eligible is entitled to receive assistance for the entire month in which the official finding of eligibility was made, provided he meets the eligibility requirements in that month and is alive, except as follows, on the date the agency action is taken.

An exception to the being alive on the date action is taken occurs when an individual in a nursing home or home for adults dies prior to the finding of eligibility for a General Relief payment. In such a case, a payment to the institution may be made for care from the first of the month of application until and including the date of death. However, an allowance for personal care would not be included. This could be a pro rata payment depending on the numbers of days the individual was in the HFA or nursing home.

An individual is not entitled to maintenance assistance for any period prior to the first day of the month in which he applies.

2) Issuance of Payments

a) Money Payments

The initial authorization may be for two amounts: one, effective the date of agency action to cover needs beginning with the entitlement date, and a second, effective the first of the following month, which will be the continuing payment. Two separate actions are required if this is the case. For example, the initial payment might be less than the continuing payment, as some of the applicant's needs might have been met from another source during the application process. The initial money payment must be issued as soon as possible after agency action.

All checks, including the initial money payment, are to be mailed unless the recipient has a justifiable reason for coming to the office or for asking that the check be delivered to him. Such reason should be stated by the recipient in writing and the written request should be filed in the case record. There should be one person designated to mail the checks and to deliver all checks for which recipients call. A receipt should be secured for any checks delivered personally, in the office or in the home.

b) Institutional Vendor Payments

Vendor payments will be issued, after the end of the month in which services were rendered and after receipt of an official statement from the institution, specifying the number of days in which the individual was a patient during the month and/or for the number of days a bed was being held during a period of temporary care in a general hospital not in excess of fourteen days. The vendor payment is to be issued as promptly as possible after the end of the month and must be made within six months following the month in which services were rendered.

As with the money payment, the initial authorization may be for two amounts. If so, two separate actions are required: one, effective the date of agency action to cover needs beginning with the entitlement date; and one, effective the first of the following month, which will be the continuing payment. For example, an individual who has spent all of his own funds for his needs outside of the institution before entering the institution in the middle of the month will receive an initial payment that includes the full amount of the established rate for the portion of the month in which he is in the institution. The continuing payment will take into account the individual's recurring income.

When a General Relief vendor payment is to be made to a nursing home, the home must be advised on Form MAP-122 of the amount to be paid by the agency and the amount, if any, for which the recipient is responsible. Prompt notification is to be given to the home when any change in these amounts occurs.

3) Pro Rata Payment for Institutional Care

When care is provided for a part of a month only, the following procedures are applicable:

a) if the recipient has no income to be applied to institutional care, an authorization for a monthly General Relief payment constitutes authority for issuance of a pro rata payment to the institution. The pro rata payment is determined by dividing the rate by 30 and multiplying by the number of days in the month in which care is provided. The number of days counted is inclusive of both the first and last days of the period of care.

b) if the recipient has income which is to be applied to institutional care, the amount of such income must be taken into consideration in determining the amount of the payment for a

part of the month. For example, if a recipient enters an institution in the latter part of the month and has already spent his income for his needs outside of the institution, payment for the remainder of the month will be the rate for the number of days remaining in that month. On the other hand, if a patient leaves an institution in the latter part of the month and has already paid to the institution that part of the rate for which he is responsible, this payment is to be taken into consideration in determining the amount of the payment by the agency.

If the recipient is returning to a noninstitutional living arrangement, a supplementary money payment for the remainder of the month may be necessary. Case action authorizing a change in the amount of payment will be required.

4) Continuing Payment

The continuing payment for General Relief for maintenance initially authorized is a regular monthly assistance payment until changed or cancelled due to a finding of ineligibility for continuing assistance.

When any change in either a money or vendor payment is made, whether a change in payee or a change in amount, the effective date of the change will be the first of the month covered by the payment. If a vendor payment is made for either a portion of or for the entire amount of the assistance grant, case action to decrease the money payment is required.

5) Terminal Payments

When a recipient of a money payment dies, eligibility for assistance for the month of death exists if the recipient was alive on the first day of the month of death.

When a recipient in whose behalf a vendor payment is made dies, payment for the last month in which the recipient received services may be prorated. The payment can be made no later than three months following the month of death.

c. Emergency Payments

Since these are one-time-only payments, one action may be taken to approve the application and payment(s) and close the case if all bills have been received.

7. MAXIMUM PAYMENTS

a. **Reimbursable** Maximums for Assistance

Unless an individual is in a home for adults, the total reimbursable emergency and maintenance assistance received in any one month shall not exceed $500.00. If an individual is in a home for adults, the total reimbursable emergency and maintenance assistance received in any one month shall not exceed the maximum rate, plus the personal care allowance, plus $20.00.

b. **Reimbursable** Maximums for Maintenance Components

1) Assistance for Unemployed Employable Individuals

a) Reimbursable assistance received in a month cannot exceed the lower of the standard of assistance at 90% of need or the maximum for the locality grouping. EXAMPLE: In Group I, the Standard of Assistance at 90% of need for 6 people is $394. The maximum is $372. Therefore, the reimbursable maximum is $372 for the assistance unit.

b) If the assistance unit is also receiving assistance from the ongoing medical assistance component, the reimbursable maximum from both components is $500 a month.

c) The maximum (including medical assistance) the assistance unit can receive in any twelve consecutive months, beginning with the first month of assistance, is the Standard of Assistance at 90% of need (determined at time of application) times three. Income is not counted when the maximum is determined.

Example I

A family of three applies for assistance in locality ABC. The 16 year old has all clothing provided by a grandmother. ABC locality, which is in Group III, meets 90% of need. The standard of assistance for the family at 90% is **$354;** therefore, the maximum the family can receive during the next 12 months is **$1062.** Because of the clothing contribution the family is eligible for **$340** the first month, **$340** the second month, **$340** the third month, and **$42** the fourth month.

Example II

A family of four applies for assistance in locality DEF. Locality DEF, which is a Group II locality, pays 70% of need. The family has no other income. The maximum the family can receive during the next 12 months is **$1041** (**$347**, the Standard of Assistance at 90%, times 3). Since the locality pays at 70%, the family can receive **$270** the first month, **$270** the second month, **$270** the third month, and **$231** the fourth month.

Example III

A family of ten applies for assistance in locality GHI. Locality GHI, which is in Group I, pays 90% of need. The maximum the family can receive during the next 12 months is **$1941** (**$647**, the Standard of Assistance at 90%, times 3). Since the monthly reimbursable maximum for maintenance, other than institutional or medical, is **$403** for a Group I locality, the grant would be **$403** for four months and **$329** for the fifth month.

Example IV

A family of four applies for assistance in locality JKL. Locality JKL, a Group II locality, pays 90% of need. The maximum the family can receive in the next 12 months is **$1041**. The family has prescription bills of $20 per month. The agency provides medical assistance, including prescriptions, to units receiving maintenance assistance. Therefore, the grants for the first and second months are **$367** and the grant for the third month is **$307**.

2) Assistance for Unemployable Individuals

a) Reimbursable assistance received in a month cannot exceed the lower of the standard of assistance at 90% of need or the maximum for the locality grouping. EXAMPLE: In Group I, the Standard of Assistance at 90% of need for 6 people is **$427**. The maximum is **$403**. Therefore, the reimbursable maximum is **$403** for the assistance unit.

b) If the assistance unit is also receiving assistance from the ongoing medical assistance component, the reimbursable maximum from both components is $500 a month.

c) Reimbursable assistance received in 12 consecutive months cannot exceed the amount specified by each agency in its General Relief Plan. The choices are:

(1) the standard of assistance at 90% of need times three.

(2) the standard of assistance at 90% of need times six.

(3) the standard of assistance at 90% of need times nine.

(4) the standard of assistance at 90% of need times 12 or the maximum for the locality grouping times 12.

3) Institutional Care

Except for individuals in a home for adults, the reimbursable maximum including personal care and medical care is $500 a month. For an individual in a home for adults, the reimbursable maximum per month is the rate plus personal care plus $20.00.

EXAMPLE 1: Mr. A. is in ABC Home for Adults where the rate is **$610** a month. Mr. A. who receives **$500** Social Security a month has $100 ongoing medical needs per month. His grant of **$250** (**$610** rate plus **$40** personal care plus $100 medical expenses minus **$500** Social Security) is below the reimbursable maximum of **$670**.

EXAMPLE 2: Mr. B. is in DEF Home for Adults where the rate is **$600** per month. He has no income and $100 medical bills. Although his need is **$740** (**$600** rate plus **$40** personal care plus $100 medical expenses), his grant cannot be higher than the reimbursable maximum of **$660** unless the local agency supplements with local only funds.

4) Ongoing Medical Assistance

a) The reimbursable maximum is $500 a month.

b) Each agency specifies in its General Relief plan the amount of assistance that will be provided in a month from each subcomponent and the component.

c) With two exceptions, if the assistance unit is receiving assistance from another maintenance component, the reimbursable maximum from both components is $500 a month. The exceptions are individuals in homes for adults receiving assistance from the institutional care or interim assistance components.

d) Reimbursable assistance received in 12 consecutive months cannot exceed the amount specified by each agency in its General Relief Plan. The choices are:

(1) three times the component's monthly maximum.

(2) six times the component's monthly maximum.

(3) nine times the component's monthly maximum.

(4) twelve times the component's monthly maximum.

5) Interim Assistance

a) Non-Institutional Care

(1) Reimbursable assistance, received in a month cannot exceed the lower of the standard of assistance at 90% of need or the maximum for the locality grouping. EXAMPLE: In Group I, the Standard of Assistance at 90% of need for 6 people is **$427**. The maximum is **$403**. Therefore, the reimbursable maximum is **$403** for the assistance unit.

(2) If the assistance unit is also receiving assistance from the ongoing medical assistance component, the maximum reimbursable from both components is $500 a month.

b) Institutional Care

(1) Homes for Adults

The reimbursable maximum per month is the rate plus personal care plus $20.

(2) Other Institutions

The reimbursable maximum assistance is $500 a month.

6) Assistance for Unattached Children

a) Reimbursable assistance, received in a month cannot exceed the lower of the standard of assistance at 90% of need or the maximum for the locality grouping. EXAMPLE: In Group I, the Standard of Assistance at 90% of need for **2** people is **$207**. The maximum is **$403**. Therefore, the reimbursable maximum is **$207** for the assistance unit.

b) If the assistance unit is also receiving assistance from the ongoing medical assistance component, the reimbursable maximum assistance from both components is $500 a month.

c) Reimbursable assistance received in 12 consecutive months cannot exceed the amount specified by each agency in its General Relief Plan. The choices are:

(1) the standard of assistance at 90% of need times three.

(2) the standard of assistance at 90% of need times six.

(3) the standard of assistance at 90% of need times nine.

(4) the standard of assistance at 90% of need times 12 or the maximum for the locality grouping times 12.

c. **Reimbursable** Maximums for Emergency Components

Assistance received for needs existing in the calendar month of application cannot exceed $500. Needs expected to occur in future months cannot be included.

1) Food Credit Authorization Assistance

a) The reimbursable maximum is $500 per month.

b) Each agency specifies in its General Relief Plan the amount of assistance that will be provided in a month.

c) Each agency specifies in its General Relief Plan the number of months that assistance will be provided. The choices are:

(1) one to six months out of six months.

(2) one to twelve months out of twelve months.

2) Shelter Assistance

a) The reimbursable maximum is $500 per month.

b) Each agency specifies in its General Relief Plan the amount of assistance that will be provided from each subcomponent and the component in a month.

c) Each agency specifies in its General Relief Plan the number of months that assistance will be provided from each subcomponent and the component. The choices are:

(1) one to six months out of six months.

(2) one to twelve months out of twelve months.

3) Assistance to SSI Recipients

a) The reimbursable maximum is $500.

b) Each agency specifies in its General Relief Plan the amount of assistance that will be provided.

4) Emergency Medical Assistance

a) The reimbursable maximum is $500 per month.

b) Each agency specifies in its General Relief Plan the amount of assistance that will be provided from each subcomponent and the component in a month.

c) Each agency specifies in its General Relief Plan the number of months that assistance will be provided from the component. The choices are:

(1) one to six months out of six months.

(2) one to twelve months out of twelve months.

5) Transient Assistance

a) The reimbursable maximum is $500.

b) Each agency specifies in its General Relief Plan the amount of assistance that will be provided.

6) Assistance with Burial Costs

a) The reimbursable maximum is $500.

b) Each agency specifies in its General Relief Plan the amount of assistance that will be provided.

7) Clothing Assistance

a) The reimbursable maximum is $500 per month.

b) Each agency specifies in its General Relief Plan the amount of assistance that will be provided in a month.

c) Each agency specifies in its General Relief Plan the number of months that assistance will be provided. The choices are:

(1) one to six months out of six months.

(2) one to twelve months out of twelve months.

8) Relocation Assistance

a) The reimbursable maximum is $500.

b) Each agency specifies in its General Relief Plan the amount of assistance that will be provided.

d. GR Plan Maximums

Assistance authorized for the assistance unit for a calendar month, including local-only funds, from a com- ponent cannot exceed the maximum shown on the GR Plan. For burial costs the maximum is applicable to each burial, since each deceased individual is considered an assistance unit. **For emergency assistance, a** locality may establish an amount for different size families within the overall maximum.

e. Local-Only Maximums

A locality may use local-only funds to meet 100% of need but cannot pay more than 100% of need as shown on the appropriate Standards of Assistance charts.

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