

10. Excluded and Non-household Members

10.1 Summary Chart

This chart summarizes the treatment and budgeting of non-household members and excluded members when they share expenses with eligible CalFresh household members.

[Refer to [“Shelter and Utility Deductions - Separate Households,”](#) page 21-15] for a detailed explanation of the two step proration method to use when both separate households and excluded members share an expense.]

Refer to the following pages for a brief overview. [Refer to [“Multi-Category Excluded Persons,”](#) page 10-5] if a person meets the definition of more than one excluded person category to determine how to treat the income and expenses of the individual.]

Type of Excluded or Non-HH Member	Include In HH Person Count for Income Tests & Benefit Issuance?	Treatment Of Member's Income	TREATMENT OR EXPENSES WHEN EXCLUDED OR NON-HH MEMBER:			
			Pays All of Expense	Pools Income and Shares Expense with CalFresh HH ONLY	Pays Flat Amount for Part of Expense	Shares Expense with CalFresh HH and Excluded Members
Non-household members such as: <ul style="list-style-type: none"> • Roomer. • Live-in Attendant. • "Other" individuals who share the residence but are NOT HH members per HH composition rules (i.e. blood/ marriage & customarily purchase and prepare food together). [Refer to "Separate Household Status Determination," page 21-13].]	No	Exempt	Count \$0 to CalFresh HH.	Divide expense by number of CONTRIBUTINGHOUSEHOLDS	Allow CalFresh HH its actual expense (i.e. subtract flat amount from total actual expense and count remainder to CalFresh HH).	First, determine the CalFresh HH's share of the expense. Use actual amounts, if known, for non-household members. If unknown, divide the expense by the number of Contributing Households. Then, divide the amount determined above by the number of contributors within the CalFresh HH. [Refer to "Contributors - Within the CalFresh HH," page 21-21].] Count CalFresh HH and IPV/work requirement sanctioned excluded members' share to CalFresh HH. EXCEPTION: SUA, LUA and TUA are NOT PRORATED.

Type of Excluded or Non-HH Member	Include In HH Person Count for Income Tests & Benefit Issuance?	Treatment Of Member's Income	TREATMENT OR EXPENSES WHEN EXCLUDED OR NON-HH MEMBER:			
			Pays All of Expense	Pools Income and Shares Expense with CalFresh HH ONLY	Pays Flat Amount for Part of Expense	Shares Expense with CalFresh HH and Excluded Members
Excluded members of the CalFresh HH: <ul style="list-style-type: none"> • SSI recipient. • Ineligible student. 	No.	Exempt.	Count 0 to HH. EXCEPTION: If the HH (including the excluded member(s)), incur heating/cooling costs allow SUA in the CalFresh budget.	Prorate, counting all eligible CalFresh HH members and excluded members who meet the definition of a contributor. Allow eligible HH members and excluded IPV/ work requirement sanctioned members' share. EXCEPTION: SUA, LUA and TUA ARE NEVER PRORATED	Subtract flat amount, and if there are no other contributors, count remainder to CalFresh HH. If there are other contributors, prorate remainder among those persons. (Do not include an SSI recipient/ ineligible student member who pays a flat rate as a contributor in the count for the proration.) Allow eligible HH members and excluded IPV/ work requirement sanctioned members' share. EXCEPTION: SUA, LUA AND TUA ARE NEVER PRORATED.	Prorate. Count in proration: <ul style="list-style-type: none"> • All eligible CalFresh HH members. • Excluded IPV/work requirement sanctioned members. • Those excluded SSI/ineligible student members who contribute (UNLESS THEY PAY A FLAT AMOUNT). • All members excluded for ineligible noncitizen status when at least one of them contributes. All members excluded for SSN status when at least one of them contributes. All members excluded for ineligible ABAWD status when at least one of them contributes. Count CalFresh HH and IPV work requirement sanctioned excluded member's share to CalFresh HH. EXCEPTION: SUA, LUA AND TUA ARE NEVER PRORATED.

Type of Excluded or Non-HH Member	Include In HH Person Count for Income Tests & Benefit Issuance?	Treatment Of Member's Income	TREATMENT OR EXPENSES WHEN EXCLUDED OR NON-HH MEMBER:			
			Pays All of Expense	Pools Income and Shares Expense with CalFresh HH ONLY	Pays Flat Amount for Part of Expense	Shares Expense with CalFresh HH and Excluded Members
Excluded members of the Cal-Fresh HH: <ul style="list-style-type: none"> • Failure to provide a SSN* • Ineligible noncitizen status • Ineligible ABAWD status. 	No	Prorate. Count in proration: <ul style="list-style-type: none"> • All eligible CalFresh HH members. • Excluded IPV/work sanctioned members. • All excluded ineligible noncitizens when at least one of them contributes. • All SSN Disqualified members when at least one of them contributes. • All excluded ineligible ABAWDs when at least one of them contributes. Count CalFresh HH and IPV/ work disqualified member's share to CalFresh HH.	Prorate among Cal-Fresh eligible HH members who meet definition of contributor. Count Cal-Fresh HH and IPV/ work requirement sanctioned members' share to Cal-Fresh budget. EXCEPTION: SUA, LUA AND TUA ARE NEVER PRORATED.	Prorate among CalFresh eligible HH members who meet definition of contributor. Count Cal-Fresh HH and IPV/ work requirement sanctioned members' share of Cal-Fresh budget. EXCEPTION: SUA, LUA AND TUA ARE NEVER PRORATED.	DO NOT USE FLAT AMOUNT. Prorate among CalFresh eligible HH members and all excluded members who meet definition of contributor. Count CalFresh HH and IPV/work requirement sanctioned excluded members' share to Cal-Fresh budget. EXCEPTION: SUA, LUA AND TUA ARE NEVER PRORATED.	Prorate. Count in proration: <ul style="list-style-type: none"> • All eligible CalFresh HH members. • Excluded IPV/work requirement sanctioned members. • Those excluded SSI/ineligible student members who contribute (UNLESS THEY PAY A FLAT AMOUNT). • All members excluded for ineligible noncitizen status when at least one of them contributes. All members excluded for SSN status when at least one of them contributes. All members excluded for ineligible ABAWD status when at least one of them contributes. Count CalFresh HH and IPV work requirement disqualified member's share to CalFresh HH. EXCEPTION: SUA, LUA AND TUA ARE NEVER PRORATED
Excluded due to: <ul style="list-style-type: none"> • IPV status, • Fleeing felon, probation/parole violator status, • Work Requirement Disqualification. 	No	Count ALL income.	Count ALL of expense to CalFresh HH.	Count ALL of expense to Cal-Fresh HH.		Count CalFresh HH and IPV work requirement disqualified member's share to CalFresh HH. EXCEPTION: SUA, LUA AND TUA ARE NEVER PRORATED

10.2 Multi-Category Excluded Persons

When an excluded HH member (EXCEPT FOR AN SSI RECIPIENT) meets the definition of two different excluded person categories, use the stricter treatment of income category. Use the following chart to determine how to count income and allow deductions when a household member meets the definition of two excluded person categories.

WHEN AN EXCLUDED PERSON IS A(N):	INCOME	DEDUCTIONS
INELIGIBLE NONCITIZEN and:		
• Ineligible student	PRORATE	PRORATE
• Commits IPV	ALL	ALL
• Fleeing Felon/Parole & Probation Violator	ALL	ALL
• Work Sanctioned	ALL	ALL
SSN DISQUALIFIED and:		
• Ineligible student	PRORATE	PRORATE
• Commits IPV	ALL	ALL
• Fleeing Felon/Parole or Probation Violator	ALL	ALL
INELIGIBLE ABAWD and:		
• Commits IPV	ALL	ALL
• Fleeing Felon/Parole or Probation Violator	ALL	ALL
• Work Sanctioned	ALL	ALL
INELIGIBLE STUDENT and:		
• Commits IPV	ALL	ALL
• Fleeing Felon/Parole or Probation Violator	ALL	ALL

10.3 Non-household Members [63-503.45]

10.3.1 Definition

Treat as non-household members any persons who are excluded as a:

- Roomer

- Live-in Attendant
- “Other” individuals who share living quarters with the household, but are not household members. [Refer to “Household Composition,” page 9-1].]

10.3.2 Household Size

Do not include the non-household member when determining household size.

10.3.3 Categorical Eligibility

Non-household members are not considered when determining Categorical Eligibility (CE) status.

10.3.4 Income

Do not count the income of non-household member(s).

Count any direct cash payments made by a non-household member to the household as income, and allow any applicable deductions (e.g., room rental less the cost of doing business; room and board less the amount of the “Thrifty Food Plan”).

When the CalFresh household member's and the non-household member'(s) income is received in one combined (undifferentiated) payment, prorate the payment to determine the household's share.



Example:

Three household members and one non-household member work on a fence construction project. They receive a joint payment of \$1000 for services rendered. Prorate to determine the household members' income; $\frac{3}{4}$ times \$1000 = \$750 income to the household members.

10.3.5 Combined Payments

Follow the steps below when a non-household member and a CalFresh household member receive a combined (undifferentiated) payment (such as an CalWORKs grant).

STEP	ACTION
1.	Divide (prorate) the combined payment among those persons for whom it was issued.
2.	Multiply the individual share of the payment by the number of non-HH members for whom the payment was issued to determine the non-HH members' share.
3.	Subtract the non-HH members' share from the total payment.
4.	Count the remainder as income to the CalFresh HH.



Example:

A mother and three children receive \$897 CalWORKs. The youngest child, who was born prematurely, is still in the hospital. The newborn receives CalWORKs but not CalFresh. The mother and the other two children receive CalFresh.

\$897	CalWORKs
divided by 4	
-----'	
\$224.25	each individual's share
\$897	CalWORKs
- 224.25	Newborn's share of the CalWORKs grant
-----'	
\$672.75	CalWORKs counted as income to the CalFresh HH

10.3.6 Deductions

Subtract from the household expenses any portion of dependent care or shelter costs which are separately billed to or paid by the non-household member. Allow the actual expense paid by the CalFresh HH as its deduction.



Example:

Total rent for the residence is \$800. A roommate pays \$200 of the rent each month and the CalFresh household pays \$600. Count \$600 as a deduction for the household.

If the actual expense cannot be differentiated, (i.e. the household and non-household member(s) pool their income to pay expenses), prorate the expense by the number of CONTRIBUTING HOUSEHOLDS to determine the CalFresh household's share.



Example:

A mother receives \$608 CalWORKs monthly for herself and her child. She lives with her brother in a house they inherited from their parents. He eats his meals separately at the restaurant he owns. He is a separate household.

They both deposit their income into a joint checking account which is used to pay the house payment including property taxes and insurance and utility bills including PG&E. The mortgage payment is \$850 monthly.

\$850 house payment divided by 2 contributing households = \$425 CalFresh HH's share of shelter cost.

SUA is allowed in the CalFresh budget.

10.3.7 Documentation

Follow the chart below to determine what, where, and when to document for a CalFresh household which has a non-household member.

DOCUMENT	WHERE	WHEN
Does non-HH member: <ul style="list-style-type: none"> Pool income with the CalFresh HH? Pay for all or part of the expenses? 	<ul style="list-style-type: none"> DFA 285-A2/SAWS 2, OR Maintain Case Comments window. 	<ul style="list-style-type: none"> At intake, AND When there is a change

10.4 SSI Recipient/Ineligible Student Excluded Members

10.4.1 Definition [63-503.443]

This section explains the treatment of an individual who is an otherwise eligible member of the CalFresh HH per HH composition rules but is EXCLUDED from the CalFresh household due to his/her status as an:

- SSI recipient.
- Ineligible student.



Note:

If an individual is NOT an otherwise eligible member of the CalFresh HH per HH composition rules, they are considered Non-household Members. [Refer to “Separate Household Status Determination,” page 21-13].]

10.4.2 Household Size

Do not include an excluded SSI recipient/ineligible student member when determining household size.

10.4.3 Categorical Eligibility

SSI recipient/ineligible student excluded members are not considered when determining Categorical Eligibility (CE) status.

10.4.4 Income

Do NOT count the income of SSI recipient/ineligible student excluded member(s).

Count any direct cash payments made by an excluded SSI recipient/ineligible student member to the household as income, and allow any applicable deductions (e.g., room rental less the cost of doing business; room and board less the amount of the “Thrifty Food Plan”).

When the CalFresh household member's income and the SSI/ineligible student excluded member'(s) income are received in one combined (undifferentiated) payment, prorate the payment to determine the household's share.



Example:

Three household members and one excluded member receive a joint payment of \$1000. Prorate to determine the household members' income; $3/4$ times \$1000 = \$750 income to the household members.

10.4.5 Combined Payments

Follow the steps below when an excluded SSI/ineligible student household member and the CalFresh household receive a combined (undifferentiated) payment (such as child support).

STEP	ACTION
1.	Divide (prorate) the combined payment among those persons for whom it was issued.
2.	Multiply the individual share of the payment by the number of SSI/ineligible student excluded members for whom the payment was issued to determine the excluded members' share.
3.	Subtract the excluded members' share from the total payment.
4.	Count the remainder as income to the CalFresh HH.

**Example:**

A mother and three children receive support from the separated spouse. Their INFORMAL agreement is that he will pay \$1000 per month for the family. The oldest child (age 19) attends college and is an ineligible student. She is excluded from CalFresh. The mother and the other two children receive CalFresh.

\$1000	Child Support/Alimony
divided by 4	

\$250	Each individual's share
\$1000	Child Support/Alimony
- 250	Ineligible student's share

\$750	Child Support/Alimony counted as income to the CalFresh HH

10.4.6 Deductions

Subtract from the household expenses any portion of dependent care or shelter costs which are separately billed to or paid by the excluded SSI/ineligible student member. Allow the actual expense paid by the CalFresh HH as its deduction.

**Example:**

An SSI grandmother lives with her daughter's family who receive CalFresh. They buy and prepare food together. The SSI grandmother is considered an excluded member of the CalFresh household. [Refer to "[Separate Household Status Determination](#)," page 21-13]. The SSI grandmother pays \$200 of the rent each month and the CalFresh household pays \$600. Total rent is \$800. Count \$600 as the CalFresh household's deduction.

If the actual expense cannot be differentiated, (i.e. the household and excluded member(s) pool their income to pay expenses), the expense must be prorated. Divide the expense by the number of eligible CalFresh HH members and contributing SSI/ineligible student excluded household members (WHO DO NOT PAY A FLAT RATE) to determine the CalFresh household's share.



Example:

A mother receives \$608 CalWORKs monthly for herself and her child. She lives with her brother in a house they inherited from their parents. He receives SSI and they buy and prepare food together. He therefore is an excluded member of the CalFresh household due to the receipt of SSI.

They both deposit their income into a joint checking account which is used to pay the house payment which includes property taxes and insurance and utility bills including PG&E. The mortgage payment is \$850 monthly.

\$850 house payment divided by 3 contributors (2 CalFresh eligible + 1 SSI) times 2 (CalFresh eligible members) = \$566.67 to the CalFresh budget.

Count SUA to the CalFresh budget.

10.4.7 Documentation

Follow the chart below to determine what, where, and when to document for a CalFresh household which has a non-household member.

DOCUMENT	WHERE	WHEN
Does non-HH member: <ul style="list-style-type: none"> Pool income with the CalFresh HH? Pay for all or part of the expenses? 	<ul style="list-style-type: none"> DFA 285-A2/SAWS 2, OR Maintain Case Comments window. 	<ul style="list-style-type: none"> At intake, AND When there is a change

10.5 IPV And Work Requirement Excluded Members

10.5.1 Definition [63-502.17, 503-441, 503.5]

This section explains the treatment of members excluded for:

- Intentional Program Violation (IPV).
- Fleeing Felon status,
- Parole & Probation Violator status
- Workfare or Work Requirement Sanctions.

10.5.2 Household Size

Although all of the excluded member's income is counted, the excluded member shall not be included in the household's size for the:

- Gross (130%) Net Income Test.
- Net Income Test.
- Benefit computation.

10.5.3 Categorical Eligibility

Follow the chart below to determine the excluded member's impact on the household's Categorical Eligibility. [Refer to “Categorically Eligible (CE) Households,” page 11-1] for further information.]

HH IS...	IF IT INCLUDES A MEMBER WHO IS EXCLUDED FOR...
CE	<ul style="list-style-type: none"> • Failure to comply with the work requirement • Failure to comply with CalFresh Workfare Program requirements • Not meeting the ABAWD work requirement
NOT CE	<ul style="list-style-type: none"> • Intentional Program Violation (IPV) • Fleeing felon • Parole & Probation Violator

10.5.4 Income

Count ALL of the excluded member's nonexempt income in the household's income tests and budget, but do not include the excluded member when determining the household size. DO NOT PRORATE the excluded member's income. Allow the earned income deduction.

Include as income any overpayment adjustment deducted from the CalWORKs, GA, RCA or ECA grant when a court has determined that the overpayment is a result of the household's intentional failure to comply with the cash grant program's requirements.

10.5.5 Deductions

Count allowable child support paid by the excluded member or the household, and all housing, utility, and dependent care expenses paid by or billed to the excluded member as a deduction for the CalFresh household.

Prorate expenses when others in the home contribute besides the CalFresh household members and IPV/work requirement sanctioned excluded members.

- Include the excluded IPV/work requirement sanctioned member in the proration and
- Count the excluded IPV/work requirement sanctioned member's share as a deduction for the CalFresh household.

**Example:**

Three CalFresh recipients, one excluded noncitizen, and one IPV-excluded member pool their income to pay expenses. Count the CalFresh recipient's and IPV-excluded member's portion of expenses (4/5) in the CalFresh budget.

10.5.6 Documentation

Document that all of the IPV/work requirement sanctioned excluded member's income and deductions are counted toward the CalFresh household.

This documentation may be completed on the **Maintain Case Comments** window.

10.6 Ineligible Noncitizen, Ineligible ABAWD and SSN Excluded Members

10.6.1 Definition [63-503.442]

This section describes the treatment of persons excluded from the CalFresh household due to:

- Ineligible noncitizen status,
- Ineligible ABAWD status, or
- Refusal or failure without good cause to obtain or provide a Social Security Number.

10.6.2 Household Size

Do not include the excluded member(s) when determining the household's size.

10.6.3 Categorical Eligibility

Households with a member excluded for ineligible noncitizen status, Ineligible ABAWD status or failure to provide a SSN may be Categorically Eligible (CE). [\[Refer to “Categorically Eligible \(CE\) Households,” page 11-1\]](#) for further information.]

10.6.4 Income

Prorate the nonexempt income of members excluded for SSN disqualified status, Ineligible ABAWD status or Ineligible noncitizen status and count it as income to the CalFresh household members by following the formula or the chart below. Do NOT use these methods for combined (undifferentiated) payments. [Refer to “Combined Payment,” page 10-16] for their proration method.]

Formula

Nonexempt income of SSN disqualified persons divided by total number of CalFresh-eligible members, IPV/work sanctioned excluded members and SSN disqualified excluded persons	times CalFresh eligible members and IPV/ work sanctioned excluded members	= Income counted to CalFresh HH.
Nonexempt income of Ineligible Noncitizen individuals, divided by total number of CalFresh eligible members, IPV/work sanctioned excluded members and ineligible noncitizen excluded persons	times CalFresh eligible members and IPV/ work sanctioned excluded members	= Income counted to CalFresh HH.
Nonexempt income of Ineligible ABAWD, divided by total number of CalFresh eligible members, IPV/work sanctioned excluded members and ineligible ABAWD excluded persons	times CalFresh eligible members and IPV/ work sanctioned excluded members	= Income counted to CalFresh HH.

DO NOT COMBINE THESE THREE GROUPS (INELIGIBLE NONCITIZENS, INELIGIBLE ABAWDS AND DISQUALIFIED SSN INDIVIDUALS).

Procedure - Noncitizen Excluded Member

STEP	ACTION
1.	Count the total NONEXEMPT income of all persons excluded due to Ineligible Noncitizen status.
2.	Determine the number of household members by adding: <ul style="list-style-type: none"> • All CalFresh-eligible household members, • ALL excluded IPV/work sanctioned members, fleeing felons, parole and probation violators, and • All ineligible noncitizen excluded persons.
3.	Divide nonexempt income of excluded noncitizens by the number of household members.
4.	Multiply this amount by the number of eligible CalFresh household members plus excluded IPV/work sanctioned members and count this amount as income to the CalFresh household.
5.	Subtract the earned income deduction from the prorated income which is counted toward the CalFresh household.

Procedure - SSN Disqualified Excluded Member

Step	Action
1.	Count the total NONEXEMPT income of all persons excluded due to SSN disqualified status.
2.	Determine the number of household members by adding: <ul style="list-style-type: none"> • All CalFresh-eligible household members, • ALL excluded IPV/work sanctioned members including, fleeing felons, parole and probation violators, and • All SSN disqualified excluded members.
3.	Divide nonexempt income of excluded SSN persons by the number of household members.
4.	Multiply this amount by the number of eligible CalFresh household members plus excluded IPV/work sanctioned members and count this amount as income to the CalFresh household.
5.	Subtract the earned income deduction from the prorated income which is counted toward the CalFresh household.

Procedure - Ineligible ABAWD Excluded Member

STEP	ACTION
1.	Count the total NONEXEMPT income of all persons excluded due to Ineligible ABAWD status.
2.	Determine the number of household members by adding: <ul style="list-style-type: none"> • All CalFresh-eligible household members, • ALL excluded IPV/work sanctioned members including, fleeing felons, parole and probation violators, and • All ineligible ABAWD excluded persons.
3.	Divide nonexempt income of excluded ABAWDs by the number of household members.
4.	Multiply this amount by the number of eligible CalFresh household members plus excluded IPV/work sanctioned members and count this amount as income to the CalFresh household.
5.	Subtract the earned income deduction from the prorated income which is counted toward the CalFresh household.

10.6.5 Combined Payment

When a combined (undifferentiated) payment (e.g. CalWORKs grant) is issued for both eligible CalFresh HH members and excluded ineligible noncitizen, ineligible ABAWDs or SSN disqualified members, the combined payment is SINGLE prorated between the persons for whom it was ISSUED.

The rule that “if one excluded noncitizen has income, count all noncitizens in the proration of the income”, if one excluded ineligible ABAWD has income, count all ineligible ABAWDs in the proration of the income” and/or “if one excluded SSN disqualified member has income, count all SSN disqualified members in the proration of the income” does NOT apply to combined (undifferentiated) income.



Example:

HH composition: Father (undocumented); Mother (legal noncitizen), and her 2 (citizen) children. The mother and two children receive CalWORKs of \$752. Only the children are on CalFresh.

Step	Action
1.	Divide (prorate) the combined payment by the number of persons for whom it was issued. \$752 divided by 3 equals \$250.67 (Note: The father is NOT included in the proration of the CalWORKs grant since the grant does not include him.)
2.	Multiply the prorated amount from STEP 1 by the number of CalFresh eligible members for whom the payment was issued. \$250.67 times 2 equals \$501.34
3.	Count the amount determined in STEP 2 in the CalFresh budget.



Example:

HH composition: Mother (undocumented noncitizen) and two (citizen) children. The two children receive CalWORKs of \$608. One of the children has been hospitalized since birth and is not receiving CalFresh.

Step	Action
1.	Divide (prorate) the combined payment by the number of persons for whom it was issued. \$608 divided by 2 equals \$304.00.
2.	Multiply the prorated amount from STEP 1 by the number of CalFresh eligible members for whom it was issued. \$304.00 times 1 equals \$304.00.
3.	Count the amount determined in STEP 2 in the CalFresh budget.

10.6.6 Housing, Utilities, and Dependent Care [63-502.36]

Follow this chart to determine how to count the housing, dependent care, and child support deductions of a CalFresh household which has excluded members due to SSN disqualified/ineligible noncitizen status. Apply these rules whether the excluded person’s income is exempt or nonexempt.

IF...	THEN...
<ul style="list-style-type: none"> None of the SSN/Noncitizen/Ineligible ABAWDs excluded members have income, and None of the SSN/noncitizen/Ineligible ABAWDs excluded members contribute to the expense, 	Count the full amount of the expense to the CalFresh HH.
<ul style="list-style-type: none"> Only the excluded member(s) has income, OR CalFresh HH eligible members & excluded members pool income to pay deductions OR CalFresh HH members & excluded members have income, & the excluded member pays the entire expense. 	Prorate the expense. Note: SUA, LUA and TUA are NEVER prorated. [Refer to “Ineligible Non-citizen/ABAWD or SSN Disqualified Excluded Members,” page 21-17] , for information regarding who is considered a contributor and included in the proration of expenses.]
CalFresh HH members & excluded members have income, & the excluded member pays a flat amount.	DO NOT DEDUCT THE FLAT AMOUNT FROM THE TOTAL EXPENSE AMOUNT. Prorate the expense. Note: SUA, LUA and TUA are NEVER prorated.

10.6.7 Documentation

Follow the chart below to determine what and where to document for a CalFresh household with an SSN/noncitizen status excluded household member.

DOCUMENT	WHERE	WHEN
<p>Does excluded member have income? (Follow CalFresh verification requirements.) Budget computations used to determine the amount of:</p> <ul style="list-style-type: none"> Income prorated to the CalFresh HH from the excluded member CalFresh HH's allowable deductions. 	<ul style="list-style-type: none"> DFA 285-A2/SAWS 2, (only at application/ recertification), OR Maintain Case Comments window. 	<p>At intake/recertification, AND When there is a change in:</p> <ul style="list-style-type: none"> Excluded member's income, OR CalFresh HH's housing, utility, dependent care, or medical expenses.

10.7 Proration of Deductions

10.7.1 When to Prorate [63-502.35; 63-502.36]

Prorate housing, dependent care or child support deductions when:

- The CalFresh household shares expenses with:
 - Non-household members (separate households) [[Refer to "Shelter and Utility Deductions - Separate Households," page 21-15](#)]], and/or
 - Excluded CalFresh HH member who meets the definition of a contributor. [[Refer to "Shelter Proration - Within CalFresh HH," page 21-15](#)]].
- Disqualified SSN/Ineligible noncitizen/Ineligible ABAWD excluded household members are the only household members with income.

SUA LUA or TUA are NEVER prorated.

10.7.2 Dependent Care Proration

When dependent care is prorated, prorate the actual dependent care expense for each dependent.

Dependent Care Proration Formula

Deduct any flat rate contributions made by excluded SSI recipient/Ineligible student members or non-household members before prorating an expense, and leave those persons out of the proration formula.

Actual dependent care expense divided by:	Number of CalFresh HH eligible members and excluded members who meet definition of contributor	Times Number of CalFresh-eligible HH members plus IPV/work sanctioned excluded members	= Prorated expense allowed in the Cal-Fresh budget.
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Dependent Care Examples



Example:

Household consists of an excluded noncitizen mother and one 4 year old CalWORKs child. Mother works and pays \$200 per month for child care.

The actual dependent care expense (\$200) is prorated as follows:

\$200 divided by 2 contributors (1 CalFresh HH eligible member + 1 ineligible noncitizen with income) = \$100.00 per person

\$100.00 times 1 CalFresh HH eligible member = \$100.00 CalFresh HH dependent care expense.

Allow \$100.00 dependent care deduction.

10.8 Income & Expense Proration Examples

10.8.1 Excluded Member Pays Entire Expense Amount

Household situation

- Four children on CalFresh with no income.
- Mother is an excluded noncitizen and earns \$1000 monthly.
- Mother pays all of the rent from her earnings.
- Rent is \$500 and includes the utilities.

Income:

\$1000 excluded member's earnings	divided by 5 (1 noncitizen with income + 4 eligible CalFresh HH members)	= \$200 per person
\$200 per person	times 4 eligible CalFresh HH members	= \$800 CalFresh HH share of excluded member's earnings.

Count \$800 earnings (allow the earned income deduction).

Housing:

\$500 total rent	divided by 5 contributors (1 noncitizen with income + 4 eligible CalFresh HH members)	= \$100 per person.
\$100 per person	times 4 eligible CalFresh HH members	= \$400 rent allowed in the CalFresh budget.

Count \$400 rent.

10.8.2 Shared Expenses

Household Situation:

- Mother and three children receive \$897 CalWORKs & CalFresh.
- One SSN excluded child receives \$200 monthly child support.
- All income is pooled.
- Rent is \$600 and includes the utilities.

Income:

\$200 excluded member's income	divided by 5 (1 SSN excluded member with income + 4 eligible Cal-Fresh HH members)	= \$40 per person
\$40 per person	times 4 eligible CalFresh HH members	= \$160 CalFresh HH share of excluded member's income.

Count \$160 child support, \$897 CalWORKs

Housing:

\$600 total rent	divided by 5 contributors (4 eligible CalFresh HH members + 1 SSN disqualified member)	= \$120 per person.
\$120 per person	times 4 eligible CalFresh HH members	= \$480 rent allowed in the CalFresh budget.

Count \$480 rent.

10.8.3 Flat Rate and Shared Expenses

Household situation:

- Mom and one child are excluded noncitizens.
- She works part-time and earns \$300 monthly.
- Her other two children receive \$608 CalWORKs & CalFresh.
- Boyfriend lives with her and they buy and prepare food together.
- Her boyfriend is an excluded SSN disqualified CalFresh HH member.
- He earns \$600 per month and gives her \$200 for his share of the rent & utilities.
- Rent is \$600 per month and includes the utilities.

Income:

Noncitizen Excluded Member's Income Computation		
\$300 excluded noncitizen member's income	divided by 4 (2 noncitizen excluded member + 2 eligible CalFresh HH members)	= \$75 per person
\$75 per person	times 2 eligible CalFresh HH members	= \$150 CalFresh HH share of excluded member's income.
SSN Disqualified Excluded Member's Income Computation		
\$600 excluded SSN disqualified member's income	divided by 3 (1 SSN disqualified excluded member + 2 eligible CalFresh HH members)	= \$200 per person
\$200 per person	times 2 eligible CalFresh HH members	= \$400 CalFresh HH share of excluded member's income.

Count \$150 earnings from mom, \$400 earnings from boyfriend (allow the earned income deduction), \$608 CalWORKs.

Housing:

\$600 total rent	divided by 5 contributors (2 eligible CalFresh HH members + 1 excluded SSN disqualified member + 2 noncitizen excluded members)	= \$120 per person.
\$120 per person	times 2 eligible CalFresh HH members	= \$240 rent allowed in the CalFresh budget.

Count \$240 rent.



Reminder:

Even if a SSN disqualified/ineligible noncitizen makes a fixed or flat rate contribution to an expense, the known contribution is NOT deducted and the expense MUST be prorated.

In prorating income, DO NOT combine the groups when the household contains both excluded noncitizen and SSN disqualified members.

10.8.4 IPV-Excluded Member Has Earnings

Household situation

- CalFresh HH contains a mother, father and 2 children on CalWORKs of \$897 per month.
- Sister of the father is excluded due to an IPV conviction. She works part-time and earns \$400 per month.
- Rent is \$400 and the household is eligible for SUA.

Compute the CalFresh budget as described below.

IncomeCount \$897 CalWORKs and the excluded IPV sister's full income of \$400. Allow the 20% earned income deduction on the sister's income.

RentCount the full \$400.

UtilitiesCount the SUA.

10.8.5 Excluded Noncitizen; Only CalFresh HH Has Income

Household situation

- CalFresh HH contains 3 children receiving \$752 CalWORKs.
- The mother and father are excluded as ineligible noncitizens and have no income.
- Rent is \$300.
- HH is eligible for SUA.

Count the full amount of income and expenses on the CalFresh budget because only the CalFresh household has income.

IncomeCount \$752 CalWORKs.

RentCount \$300.

UtilitiesCount SUA.

10.8.6 Only Excluded Noncitizen Has Income

Household situation

- An ineligible noncitizen father with one child disqualified for SSN are excluded.
- The father has \$900 per month earnings.
- The mother and three other children have no income and receive CalFresh.
- Rent is \$600.
- HH is eligible for LUA.

Compute the CalFresh budgeted as described below.

Income

\$900 excluded members earnings	divided by 5 (1 excluded noncitizen + 4 CalFresh HH members)	= \$180 per person
\$180	times 4 CalFresh HH mem- bers	= \$720 CalFresh HH share of excluded members earnings

Count \$720 earnings (allow the earned income deduction).



Reminder:

For proration of income, must divide evenly among CalFresh HH eligible members and those members excluded as noncitizens. Therefore, the excluded SSN disqualified child is not included in the proration.

Housing

Total \$600 rent (paid by 1 excluded member)	divided by 5 (1 excluded + 4 CalFresh HH members)	= \$120 per person
\$120.00 per person	times 4 eligible CalFresh HH members	= \$480.00 CalFresh HH share of rent

Count \$480 rent.



Note:

Excluded SSN disqualified child does not meet definition of a contributor and is therefore not included in the proration of expenses.

Utilities

Count LUA.

10.8.7 Only Excluded SSI and Noncitizen Members Have Income

Household situation

- Two children on CalFresh only.
- Mother is an ineligible noncitizen and earns \$900 a month.

- One SSI child gets \$300 monthly and pool income with the mother.
- Total rent is \$600, and the household is eligible for SUA.

Income

\$900 Excluded mother's earnings	divided by 3 (1 excluded + 2 eligible CalFresh HH members)	= \$300 per person.
\$300 per person	times 2 eligible CalFresh HH members	= \$600 CalFresh HH share of excluded member's earnings.

Count \$600 earnings (allow earned income deduction).



Note:

SSI Child is an excluded member and not entitled to a share of the mother's earnings. For income computation purposes ONLY, SSI recipients and Ineligible students are treated as non-household members and not included in the proration of income.

Housing

\$600 total rent	divided by 4 contributors (1 excluded SSI, 1 excluded noncitizen and 2 eligible Cal-Fresh HH members).	= \$150 per person
\$150 per person	times 2 eligible CalFresh HH members	= \$300 CalFresh HH's share of rent

Count \$300 rent.

UtilitiesCount SUA.

10.8.8 Excluded Noncitizen and CalFresh HH Pool Income

Household situation

- Excluded noncitizen parent earns \$300 per month.
- Two children get \$608 per month CalWORKs and CalFresh.
- They all pool their money for household expenses.
- Rent is \$300.
- CalFresh HH is eligible for SUA.
- Child care expenses are \$180 per month.

Compute the CalFresh budget as described below:

Income

\$300 excluded member earnings	divided by 3 (1 excluded + 2 CalFresh HH members)	= \$100 per person.
\$100 per person	times 2 eligible CalFresh HH members	= \$200 CalFresh HH share of excluded member's earnings

Count \$200 earnings (allow the earned income deduction), \$608 CalWORKs

Housing

\$300 shared cost of rent	divided by 3 (1 excluded + 2 CalFresh HH members)	= \$100 per person.
\$100 per person	times 2 eligible CalFresh HH members	= \$200 CalFresh HH share of rent.

Count \$200 rent.

Utilities

Count SUA.

Dependent Care

\$180 child care	divided by 3 contributors (1 excluded + 2 CalFresh HH members)	= \$60 per person.
\$60 per person	times 2 eligible CalFresh HH members	= \$120 CalFresh HH share of child care.

Count \$120 dependent care.

10.8.9 CalFresh HH and Excluded Noncitizens Paid in One Combined (Undifferentiated) Payment

Household situation

- Two noncitizen parents and two minor children get \$897 CalWORKs monthly.
- The children get CalFresh.
- Rent, including utilities, is \$300 mo.

Income

\$897 CalWORKs	divided by 4 CalWORKs recipients	= \$226.25 per person
\$226.25 per person	times 2 CalFresh HH members (for whom the payment was issued.)	= \$452.50 CalWORKs to CalFresh budget

Count:

- \$452.50 CalWORKs

Housing

\$300 rent	divided by 4 contributors (2 excluded & 2 CalFresh HH members)	= \$75 per person
\$75 per person	times 2 eligible CalFresh HH members	= \$150 CalFresh HH share of rent

Count \$150 rent.

10.8.10 IPV-Excluded, SSI Excluded, and CalFresh HH Members Pool Income

Household situation

- Father, mother and four children on CalWORKs get \$1146 month CalWORKs.
- Mother and four children get CalFresh. Father is excluded from CalFresh due to an IPV.
- One child gets \$300 SSI monthly and is an excluded CalFresh HH member.
- The mother pools the CalWORKs and SSI to pay the household's expenses.
- An older sister aged 19 is an excluded Ineligible student with no income (and therefore does not contribute to expenses).
- Total rent is \$700, and the household is eligible for SUA.

Income: Do not count the SSI excluded member's income.

All of the IPV excluded father's CalWORKs is counted.

Count \$1146 CalWORKs.

Housing

\$700 rent shared	divided by 7 contributors (1 IPV- excluded, 1 SSI- excluded, + 5 CalFresh HH members)	= \$100.00 per person.
\$100.00 per person	times 6 (1 IPV excluded + 5 CalFresh HH members)	= \$600.00 CalFresh HH's share of rent.

Count \$600.00 rent.

UtilitiesCount SUA.

10.8.11 Excluded Noncitizen and CalFresh HH Have Income; Excluded Noncitizen Pays Flat Rate for Housing Only

Household situation

- Excluded noncitizen mother has no income.
- One excluded noncitizen child has \$500 per month nonexempt earnings.
- Two children receive \$608 per month CalWORKs, and CalFresh.
- Total rent is \$600 per month.
- The excluded noncitizen child pays the mother \$200 per month for rent including utilities, which the mother applies in full to the total rent.
- HH is eligible for SUA, and the utility bills are paid from the CalWORKs grant.

Income

\$500 excluded member earnings	divided by 4 (2 excluded + 2 CalFresh HH members)	= \$125 per person
\$125 per person	times 2 eligible CalFresh HH members	= \$250 CalFresh HH share of excluded members earnings.

Count \$250 earnings (allow the earned income deduction), \$608 CalWORKs

Housing

\$600 total rent	divided by 4 contributors (2 excluded noncitizens + 2 CalFresh HH members)	= \$150 per contributor.
\$150 per contributor	times 2 CalFresh HH mem- bers	= \$300 CalFresh HH share of rent.
(Flat rate contribution made by excluded noncitizen members are not counted. Per regulations, expenses must be prorated.)		

Count \$300 rent.

Utilities:Count SUA.

10.8.12 SSN-Excluded Members and CalFresh HH Have Income; Flat Rate for Combined Expenses

Household situation

- Two adult sisters and their families apply for CalFresh.
- One sister is excluded as an ineligible noncitizen, and her daughter is also excluded as SSN disqualified. Their only income is the daughter's child support of \$160 per month.
- The other sister's husband earns \$1500 per month, and they have 5 children.
- Rent is \$800 per month.
- The household is eligible for SUA. The excluded members pay \$100 monthly, for rent including utilities, from the daughter's child support.

Income

\$160 child support	divided by 8 (*1 excluded + 7 CalFresh HH members)	= \$20 per person.
\$20 per person	times 7 CalFresh HH mem- bers	= \$140 CalFresh HH share of excluded member's child sup- port.

* For proration of income, must divide evenly among CalFresh HH eligible members and those members excluded as SSN disqualified. Therefore, the noncitizen mother is not included in the proration.

Count \$140 child support, \$1500 earnings.

Housing

\$800 rent	divided by 8 contributors (1 SSN disqualified member + 7 CalFresh HH eligible mem- bers).	= \$100 per contributor
\$100 per contributor	times 7 eligible CalFresh HH members	= \$700 CalFresh HH share of rent.

Count \$700 rent.

Utilities

Count SUA.

10.8.13 CalFresh HH Excluded Noncitizen and Non-household Members All Have Income; Flat Rate and Shared Expenses

Household situation

- Five CalWORKs/CalFresh children get \$1020 monthly CalWORKs.
- Their mother is excluded as an ineligible noncitizen and HAS NO INCOME.
- Mother’s brother shares the house. He buys and prepares food separately. He pays \$200 for rent & \$50 for utility bills including PG& E.
- Mother’s boyfriend is also an excluded noncitizen, eats with the family, earns \$500 monthly, but doesn’t contribute to rent or utilities.
- Total rent is \$600, and the household is eligible for SUA.
- Mother uses the children’s CalWORKs grant to pay the CalFresh HH’s share of the rent and utility bills including PG & E.

Income Brother is a non-household member. Do not count his income. Proration of the boyfriend’s income is as follows:

\$500 excluded member's earnings	divided by 7 (2 excluded members + 5 CalFresh HH members)	= \$71.43 per person
\$71.43 per person	times 5 CalFresh HH members	= \$357.15 CalFresh HH share of excluded member's earnings

COUNT \$357.15 EARNINGS (allow earned income deduction), \$1020 CalWORKs

Housing

\$600 total rent	minus \$200 flat rate (paid by non-household member)	= \$400 rent available to the CalFresh HH
\$400 rent	divided by 7 contributors (2 excluded CalFresh HH members + 5 eligible Cal-Fresh HH members)	= \$57.14 per person
\$57.14 per person	times 5 CalFresh HH members	= \$285.70 CalFresh HH share of rent

Count \$285.70 rent.

Utilities

Count SUA.

