

Income Reporting Threshold (IRT) - SAMPLE SAR 2

STATE OF CALIFORNIA - HEALTH AND HUMAN SERVICES AGENCY

REPORTING CHANGES FOR CASH AID AND CALFRESH

IF YOUR CALWORKS/CALFRESH APPLICATION IS APPROVED, YOU WILL RECEIVE A SAR 2 LIKE THIS TO INFORM YOU OF YOUR IRT. THE IRT IS AN AMOUNT BASED ON THE SIZE OF YOUR HOUSEHOLD. YOU MUST REPORT WITHIN 10 DAYS ANYTIME YOUR HOUSEHOLD'S GROSS INCOME IS OVER THIS AMOUNT.

Because you get Cash Aid CalFresh, you must report within 10 days when your TOTAL income reaches a certain level. You must report anytime your household's total monthly income is more than your current Income Reporting Threshold (IRT).

Penalty for not reporting

If you do not report when your income is more than your household's IRT limit you might get more benefits than you should. You must repay any extra benefits you get. If you do not report on purpose to try to get more benefits, this is fraud, and you may be charged with a crime and/or may no longer get CalFresh for a period of time or life.

Benefit Type	CalWORKs	CalFresh
Family Size		
Your Current Income		
Your IRT is 		

Note: If your IRT for CalFresh is listed as "N/A", you are not required to report income changes for CalFresh until your next SAR 7 or recertification, whichever comes first. However, if you have an IRT amount listed for CalWORKs, you must report when your gross income goes over that amount.

How to report?

If your total income is over the IRT amount listed above, you must report this to the County **within 10 days**. You can report this information to the County by calling the county or reporting it in writing.

By "total monthly income" we mean:

- ⇒ Any money you get (both earned and unearned).
- ⇒ The amount *before* any deductions are taken out. (Examples of deductions are: taxes, Social Security or other retirement contributions, garnishments, etc.)

What will happen?

- ⇒ Your benefits may be lowered or stopped based on income over your IRT.
- ⇒ Your IRT may change when your income changes or when someone moves in or out of your home.
- ⇒ The County will let you know in writing each time your IRT changes.
- ⇒ You also need to report on your SAR 7 all income you get during the Report Month, even if you already reported that money.

If you get Cash Aid, you **MUST ALSO** report the things below **within 10 days** of when they happen:

1. Anytime someone joins, or is in your household, who has been found by a court of law to be in violation of a condition of probation or parole.
2. Anytime someone joins, or is in your household, who is running from the law (has a warrant out for their arrest).
3. Anytime you have an address change.

If you get CalFresh, you **MUST ALSO** report the following:

- If you are an Able Bodied Adult Without Dependents (ABAWD), you must report anytime your work or training hours drop to *less than* 20 hours a week or 80 hours a month.

Voluntarily reporting information

You may also voluntarily report changes to the County anytime. *Reporting some changes may get you more benefits.* For example:

- Your income stops or goes down.
- Someone with income moves out of your home.
- Someone without income moves into your home.
- Someone in the house becomes pregnant.
- Someone on cash aid has a special need, such as: a pregnancy, a special diet prescribed by a doctor, household emergency, etc.
- The birth of a child.
- For CalFresh, if someone disabled or age 60 or older has new or higher out of pocket medical costs.

Note: Some changes you report voluntarily may result in a decrease in your CalFresh benefits.

SAR 2 (1/17) REQUIRED FORM - SUBSTITUTES PERMITTED

The back of this form tells you how to determine the IRT for your CalFresh household.

How do I determine what my CalFresh Income Reporting Threshold (IRT) is?

1) First determine your gross income

Your gross income is your pay before any deductions are taken. Using a paystub that represents your normal work hours, find your gross income. This amount will normally be more than what you actually get paid.

2) Next multiply your gross income by the average number of paychecks you get in a month

If you are paid...	Example	Multiply your gross paycheck by	Figure your monthly Gross Income below	
			Gross income on paycheck	Monthly Gross Income
Every Week	Every Friday	4.33	\$ _____ x 4.33	= \$ _____
Every other week	Every other Friday	2.167	\$ _____ x 2.167	= \$ _____
Two times a month	The 1 st and the 15 th of every month	2	\$ _____ x 2	= \$ _____
Once a Month	The last day of every month	1	\$ _____ X 1	= \$ _____

3) Find your Income Reporting Thresh hold (IRT)

- ***If everyone in your household is on your CalFresh case***, your IRT limit is based on your household size. Find your family size on the **IRT Chart** to the right. Next to it is your IRT limit.
- Compare your monthly gross income to your IRT limit. If your gross monthly income is above the IRT amount you must report this change in your gross income to the Human Services Agency within 10 days.
- If your gross income is below your IRT limit you can wait until your next semiannual report or recertification to tell us.

CalFresh Eligible Family Size	Income Reporting Threshold (IRT) Limit
1	\$ 1,307
2	\$ 1,760
3	\$ 2,213
4	\$ 2,665
5	\$ 3,118
6	\$ 3,571
7	\$ 4,024
8	\$ 4,477

4) What if not all my family members are eligible to CalFresh, how do I determine my IRT?

A	B
A-1) Total Family size _____ (Number of people in my family)	B-1) My monthly Gross income \$ _____
A-2) Minus Ineligible Household members: - _____ (This includes CalFresh ineligible Non-Citizens)	B-2) Divided by Total Family size (A-1) ÷ _____
A-3) My CalFresh Eligible Household size = _____ (This includes US Citizens & Permanent Residents)	B-3) Equals amount for each family member = _____
	B-4) Times CalFresh Eligible Household (A-3) X _____
	B-5) Equals Eligible Households Income = \$ _____
	Compare the amount in line (B-5) to the IRT Chart above for the number of eligible household members in (A-3). If the amount in (B-5) is more than the IRT for your CalFresh Family size you must report your income within 10 days.

Note: Families that include individuals receiving Supplemental Security Income (SSI), CalFresh sanctioned individuals or ineligible students should call 1-888-472-4463 for help in determining their family size and IRT.