

NYC Benefits Screening Guide

ACCESS NYC

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August 2023

Implemented on:

ACCESS NYC: nyc.gov/ACCESSNYC

NYC Benefits Screening API: screeningapidocs.cityofnewyork.us

Contact: screeningapi@nycopportunity.nyc.gov

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[Introduction](#)

This document provides general guidelines governing screening for **44** City, State, and Federal public benefits and programs. They are interpreted and implemented as logic in the rules engine that governs ACCESS NYC's screening tool and for the NYC Benefits Screening API and returns results of potentially eligible programs at the household level.

It's important to understand the following:

- The results from these guidelines do not represent an eligibility determination and do not guarantee eligibility in any program.
- To enroll in a benefit or program, a resident will need to submit an application through the administering governmental agency, which will determine eligibility.
- The results from these guidelines do not prohibit anyone from applying for any benefits or programs.
- These guidelines are subject to change at the discretion of the administering governmental agency. The Mayor's Office for Economic Opportunity makes reasonable efforts to produce updates on a quarterly basis, but such updates are not guaranteed.

[Updates in 1.22.0](#)

August 2023: The following changes are applied to the Screening API:

- Updated logic and income guidelines for
 - Cash Assistance

[Updates in 1.21.0](#)

July 2023: The following changes are applied to the Screening API:

- Updated logic and income guidelines for
 - SNAP
 - Cooling Assistance
 - Child Care Vouchers

[Updates in 1.20.0](#)

May 2023: The following changes are applied to the Screening API:

- Updated logic and income guidelines for

- Head Start
- Older Adult Employment Program
- Fair Fares
- Lifeline
- Removed Covid-19 vaccines from rule set

[Updates in 1.19.0](#)

March 2023: The following changes are applied to the Screening API:

- New program added
 - Affordable Connectivity Program (ACP)
- Updated logic and income guidelines for
 - NYC Free Tax Prep
 - Earned Income Tax Credit (EITC)
 - Child and Dependent Care Tax Credit (CDCTC)
 - Child Tax Credit (CTC)
 - School Tax Relief Program (STAR)

[Updates in 1.18.0](#)

October 2022: The following changes are applied to the Screening API:

- Income guidelines updated for:
 - Child Care Vouchers (ACS)
 - Early Learn (DOE)

[Updates in 1.17.0](#)

March 2022: The following changes are applied to the Screening API:

- Income guidelines updated for:
 - Senior Employment Services (SES)
 - Fair Fares
- Updated logic for:
 - ACS Childcare Voucher (bug fixed)

- Removed inactive programs:
 - Emergency Broadband Benefit (EBB)
 - Emergency Rental Assistance Program (ERAP)

[Updates in 1.16.0](#)

February 2022: The following changes are applied to the Screening API:

- Income guidelines updated for:
 - Earned Income Tax Credit (EITC)
 - NYC Free Tax Prep
- Updated logic for:
 - Senior Citizen Rent Increase Exemption (SCRIE)
 - Home Energy Assistance Program (HEAP)

[Updates in 1.15.0](#)

December 2021: The following changes are applied to the Screening API:

- New Programs added:
 - Financial Empowerment Centers
 - Covid 19 Vaccines
 - NYC NY Connect
- Updated logic for:
 - Child Care Voucher
 - Child Tax Credit
- Income guidelines updated for:
 - Home Energy Assistance Program (HEAP)
 - School Tax Relief (STAR)
 - Supplemental Nutrition Assistance Program (SNAP)
 - EarlyLearn

[Updates in 1.14.0](#)

August 2021: The following new programs are added to the Screening API:

- Emergency Rental Assistance Program (ERAP)
- Lifeline
- Emergency Broadband Benefit (EBB)

[Updates in 1.13.0](#)

July 2021: The following new programs are added to the Screening API:

- 3-K for all
- Child Care Voucher

[Updates in 1.12.0](#)

June 2021: The following changes are applied to the Screening API:

- Income guidelines updated for:
 - Commodity Supplemental Food Program (CSFP)
 - Cooling Assistance Benefit
 - Family Planning Benefit Program (FPBP)
 - Head Start
 - Medicaid for Pregnant Women
 - Section 8
 - Women, Infants, and Children (WIC)

[Updates in 1.11.0](#)

February 2021: The following changes are applied to the Screening API:

- Income guidelines updated for:
 - Earned Income Tax Credit (EITC)
 - Senior Employment Services (SES)
 - NYC Free Tax Prep
 - Fair Fares

[Updates in 1.10.0](#)

November 2020: The following changes are applied to the Screening API:

- Income guidelines updated for:
 - Home Energy Assistance Program (HEAP)

Updates in 1.9.0

October 2020: The following changes are applied to the Screening API:

- New Programs added:
 - Train & Earn
 - Home Care Services Program
 - Medicaid for Pregnant Women
 - NYC Free Tax Prep
- Income guidelines updated for:
 - School Tax Relief (STAR)
 - Supplemental Nutrition Assistance Program (SNAP)

Updates in 1.8.0

June 2020: The following changes are applied to the Screening API:

- New Program added: Public Housing
- Income guidelines updated for:
 - Women, Infants, and Children (WIC)
 - Commodity Supplemental Food Program (CSFP)
 - Family Planning Benefit Program (FPBP)
 - Cooling Assistance Benefit

Updates in 1.7.0

February 2020: The following changes are applied to the Screening API:

- New Program added: Fair Fares NYC
- Logic updated for:
 - Earned Income Tax Credit (EITC)
 - Senior Employment Services (SES)

Updates in 1.6.0

November 2019: Income guidelines are updated for the following programs:

- Home Energy Assistance Program (HEAP)
- School Tax Relief Program (STAR)

Updates in 1.5.0

August 2019: These and past changes are reflected in the Change Log in the appendix.

- New Program added: Cooling Assistance Benefit
- Income guidelines updated for:
 - Women, Infants, and Children (WIC)
 - Commodity Supplemental Food Program (CSFP)
 - Family Planning Benefit Program (FPBP)
- Logic updated for:
 - Comprehensive After School System of NYC (COMPASS NYC)
 - Home Energy Assistance Program (HEAP)

Updates in 1.4.0

March 2019: Income guidelines are updated for the following programs. These and past changes are reflected in the Change Log in the appendix.

- Supplemental Nutrition Assistance Program (SNAP)
- Earned Income Tax Credit (EITC)
- School Tax Relief (STAR)
- Senior Employment Services (SES)
- Section 8 Housing

Rules Owners

Agencies contributing to these rules and guideline

#	Agency	Number of programs per agency	Program names
1	Human Resources Administration (HRA)	9	SNAP
			Cash Assistance
			HEAP
			Health Insurance
			IDNYC
			Cooling Assistance Benefit
			Fair Fares
			Medicaid for Pregnant
			Home Care Services
2	Department of Finance (DOF)	6	SCRIE
			DRIE
			DHE
			SCHE
			Veterans' Property Tax Exemption
			STAR
3	Department of Consumer Affairs (DCA)	5	NYC Free Tax Prep
			Financial Empowerment Centers
			EITC
4	Internal Revenue Service (IRS)		Child Tax Credit

			Child and Dependent Care Tax Credit
5	Department of Education (DOE)	7	Community Meals (Summer Meals)
			SchoolFood
			Pre-K for All
			EarlyLearn Child Care
			EarlyLearn Head Start
			3-K for all
			Child Care Voucher
6	Department of Youth and Community Development (DYCD)	4	COMPASS
			Learn & Earn (ISY)
			SYEP
			Train & Earn
7	NYC Housing Authority (NYCHA)	3	Section 8
			NYCHA Resident Economic Empowerment and Sustainability (REES)
			Public Housing
8	NYS Department of Health (NYS DOH)	3	WIC
			Family Planning Benefit Program (FPBP)
			Commodity Supplemental Food Program (CSFP)
9	NYS Department of Labor (DOL)	1	NYS Unemployment Insurance
10	Department for the Aging (DFTA)	2	Older Adult Employment Program
			NYC NY Connects
11	Department of Health & Mental Hygiene (DOHMH)	1	Nurse-Family Partnership

12	Department of Small Business Services (SBS)	1	Workforce1
13	Universal Service Administrative Company (USAC)	2	Lifeline
14	Federal Communications Commission (FCC)		Affordable Connectivity Program (ACP)
Total		44	

Income Sources

The following income sources are used on this screening document depending upon the program specific rules:

Income Source
Wages, Salary, Tips
Self-employment Income
Investment Income (interest, dividends, and profit from selling stocks)
Withdrawals from Deferred Compensation (IRA, Keogh, etc.);
Unemployment
Workers' Compensation
Supplemental Security Income (SSI)
Social Security Disability Benefits
Social Security Dependent Benefits

Social Security Survivor's Benefits
Social Security Retirement Benefits
Rental Income
Child Support (Received)
Alimony (Received)
Government or Private Pension
Boarder, Lodger
Cash Assistance Grant
Veterans Pension, Benefits
NYS Disability Benefits
Disability Related Medicaid
Gifts/Contributions (Received)

Resource Types

The following resource types may be included, depending upon the program specific rules:

Resource Types
Cash on Hand
Checking or Savings Accounts
Stocks or Bonds or Mutual Funds

Expense Types

The following expense types may be included, depending upon the program specific rules:

Expense Type
Rent
Mortgage
Child Care
Child Support (Paid)
Dependent Care
Medical
Heating
Cooling
Third Party Health Insurance Premium
Utilities

S2 R001 - Child and Dependent Care Tax Credit (DCA/IRS)

These rules should be run for each household member individually.

1. Are there household members under the age of 13

Or are there household members 13 or over who are blind or have with a disability?

- If No to either question, go to #4

- If Yes, go to #2

2. Does the household member have an expense type of Child Care or Dependent Care?

- If No, go to #4

- If Yes, go to #3

3. Did the head of household or spouse have an income type of wages, salaries, tips?

- If No, go to #4

- If Yes, the household member “May Be Eligible” for the Child and Dependent Care Tax Credit. **DONE**

4. All other household members

We are “Unable to Determine” the household’s potential eligibility for the Child and Dependent Care Tax Credit. **DONE**

S2_R002 - Child Care (HRA)

Since 2009, there is no need to have separate screening rules on ANYC for Child Care HRA and ACS.

S2_R003 - EarlyLearn (DOE)

1. Does the household live in New York City?

- If No, we are “Unable to Determine” the household’s potential eligibility for Child Care. **DONE**
- If Yes, go to #2

2. Is the household member’s age six weeks to 2 years old

AND does the head of household have a relationship of parent or step-parent to the child?

- If No, go to #3
- If Yes, determine the number of household members and count all income for:
 - the child’s head of household
 - the spouse of the head of household (if there is one)
 - any other household members that are aged less than 18

Check gross monthly income levels by household size.

# of People in a Household	Monthly Household Income	Eligible
2	<= \$4578	√
3	<= \$5760	√
4	<= \$6939	√
5	<= \$8118	√

6	<= \$9300	✓
7	<= \$10,479	✓
8	<= \$10,725	✓

Source: 300% FPL Agency liaison update 2022 Child Care Fee Schedule – Annually.

- If the gross monthly income is less than or equal to the income levels for the household size, the household member “May Be Eligible” for Child Care. **DONE**
- If the gross monthly income is greater than the income levels for the household size, we are “Unable to Determine” the household member’s potential eligibility for Child Care. **DONE**

3. Is the household member’s age less than 3?

AND does the head of household have a relationship OTHER than parent or step-parent to the child?

- If No, go to #4
- If Yes, sum the child’s income, treat the household size as one. Check gross monthly income levels by household size.

# of People in a Household	Monthly Household Income	Eligible
1	<= \$3398	✓

Source: 300% FPL Agency liaison update 2022 Child Care Fee Schedule – Annually.

- If the gross monthly income is less than or equal to the income levels for the household size, the household member “May Be Eligible” for Child Care. **DONE**
- If the gross monthly income is greater than the income levels for the household size, we are “Unable to Determine” the household member’s potential eligibility for Child Care. **DONE**

4. All other household members

We are “Unable to Determine” the household member’s potential eligibility for Early Learn. **DONE**

S2 R004 - Child Tax Credit (DCA / IRS)

1. Are any household members under the age of 17 in the household?

- If No, go to #4
- If Yes, go to #2

2. Is the head of household married?

- If Yes, go to #3
- If No, go to #4

3. Is the gross household income \geq than \$2,500 and \leq than \$400,000?

- If No, we are “Unable to Determine” the household’s potential eligibility for Child Tax Credit. **DONE**
- If Yes, the household “May Be Eligible” for Child Tax Credit. The message that displays on the results screen should read “Household Members with a Dependent Child”. **DONE**

4. Is the gross household income \geq than \$2,500 and \leq than \$200,000?

- If No, we are “Unable to Determine” the household’s potential eligibility for Child Tax Credit. **DONE**
- If Yes, the household “May Be Eligible” for Child Tax Credit. The message that displays on the results screen should read “Household Members with a Dependent Child”. **DONE**

5. All other households

- We are “Unable to Determine” the household’s potential eligibility for Child Tax Credit. **DONE**

S2 R005 - Disability Rent Increase Exemption (DRIE) - (DOF)

1. Does the household live in New York City?

- If No, we are “Unable to Determine” the household’s potential eligibility for DRIE. **DONE**
- If Yes, go to #2

**2. Is the primary applicant aged 18 or older?
AND does the household rent their primary residence?**

AND is the primary applicant named on the lease or the rent order or have been granted succession rights to the apartment?

AND does the household live in an apartment regulated by the Division of Housing and Community Renewal (DHCR):

Rent Stabilized; Rent Controlled; HDFC Cooperative Shareholder apartment; Mitchell-Lama Apartment; Section 213 Cooperative

AND does the primary applicant have an income type of:

Federal Supplemental Security Income (SSI); Federal Social Security Disability Insurance (SSDI); U.S Department of Veterans Affairs Disability Pension or Compensation (Must be military service-related disability pension or compensation); Disability Related Medicaid (if the applicant has received either SSI or SSDI in the past).

- If No to any question, go to #3

- If Yes, sum all income sources for all household members. Check gross annual income is less than or equal to \$50,000.

Annual Household Income	Eligible
<= \$50000	√

- If the household's gross annual income is less than or equal to \$50,000, the household "May Be Eligible" for DRIE. **DONE**

- If the household's gross annual income is greater than \$50,000 we are "Unable to Determine" the household's potential eligibility for DRIE. **DONE**

3. All other households

We are "Unable to Determine" the household's potential eligibility for DRIE. **DONE**

1. Determine if the household member is one of the following: Head of Household, Head of Household's Spouse, or not Head of Household or Head of Household's Spouse

2. Is the Head of Household married?

AND is the member the Head of Household or the Head of Household's spouse

AND does the Head of Household or their spouse have an income type of:

Wages, Salary, Tips or Self-Employment Income

AND (is there a child under the age of 19 in the household

OR is there a student under the age of 24 in the household

OR is there a blind or disabled household member (not the Head of Household or the Spouse))?

- If No to any question, go to #3

- If Yes, count the number of children and students that meet the age criteria above. Sum the earned income sources (Wages, Salary, Tips and Self-Employment) for the head of household and the spouse. Sum the investment income sources (Investment Income and Rental Income) for the head of household and the spouse. Check annual earned income and investment income levels by the number of children in the household.

# of Children in Household	Annual Earned Income	Annual Investment Income	Eligible
1	<= \$ 59,187	<= \$10,300	√
			√

Updated: March 2023

- If the Head of Household's and spouse's annual earned and investment income is less than or equal to the income levels for the number of children/students in the household, the Head of Household and the spouse "May Be Eligible" for EITC. **DONE**

- If the Head of Household's and spouse's annual earned or investment income is greater than the income levels for the number of children/students in the household, we are "Unable to Determine" if the Head of Household's and the spouse's potential eligibility for EITC. **DONE**

3. Is the Head of Household married?

AND is member the Head of Household or the Head of Household's spouse

AND is the Head of Household or their spouse at least age 25 and less than 65

AND does the Head of Household or their spouse have an income type of:

Wages, Salary, Tips or Self-Employment Income?

- If No to any question, go to #4

- If Yes, sum the earned income sources (Wages, Salary, Tips and Self-Employment) and the investment income sources (Investment Income and Rental Income) for the head of household and the spouse. Check annual earned income is less than or equal to \$ 27,380 and that the annual investment income is less than or equal to \$10,000 .

# of Children in Household	Annual Earned Income	Annual Investment Income	Eligible
0	<= 22610	<= 10,300	✓

Updated: March 2023

- If the Head of Household's and spouse's annual earned and investment income is less than or equal to the income levels, the Head of Household and the spouse "May Be Eligible" for EITC. **DONE**

- If the Head of Household's and spouse's annual earned or investment income is greater than the income levels, we are "Unable to Determine" if the Head of Household's and the spouse's potential eligibility for EITC. **DONE**

4. Is the member the Head of Household

AND is the Head of Household unmarried

AND does the Head of Household have an income type of:

Wages, Salary, Tips or Self-Employment Income

AND (is there a child under the age of 19 in the household

OR is there a student under the age of 24 in the household

OR is there a blind or disabled household member (not the Head of Household))?

- If No to any question, go to #5

- If Yes, count the number of children and students that meet the age criteria above. Sum the earned income sources (Wages, Salary, Tips and Self-Employment) for the head of household. Sum the investment income sources (Investment Income and Rental Income) for the head of household. Check annual earned income and investment income levels by the number of children in the household.

# of Children in Household	Annual Earned Income	Annual Investment Income	Eligible
1	<= \$ 53057	<= \$10,300	√

Updated: March 2023

- If the Head of Household's annual earned and investment income is less than or equal to the income levels for the number of children/students in the household, the Head of Household "May Be Eligible" for EITC. **DONE**

- If the Head of Household's annual earned or investment income is greater than the income levels for the number of children/students in the household, we are "Unable to Determine" if the Head of Household's potential eligibility for EITC. **DONE**

5. Is the member the Head of Household AND is the Head of Household unmarried

AND is the Head of Household at least age 25 and less than 65

AND does the Head of Household have an income type of:

Wages, Salary, Tips or Self-Employment Income?

- If No to any question, go to #6

- If Yes, sum the earned income sources (Wages, Salary, Tips and Self-Employment) and the investment income sources (Investment Income and Rental Income) for the head of household. Check annual earned income and investment income levels.

# of Children in Household	Annual Earned Income	Annual Investment Income	Eligible
0	<= \$ 16480	<= \$10,300	√

Updated: March 2023

- If the Head of Household's annual earned and investment incomes are less than or equal to the income levels, the Head of Household "May Be Eligible" for EITC. **DONE**

- If the Head of Household's annual earned or investment income is greater than the income levels, we are "Unable to Determine" if the Head of Household's potential eligibility for EITC. **DONE**

6. All other households members

We are “Unable to Determine” the household member’s potential eligibility for EITC. **DONE**

S2 R007 - Supplemental Nutrition Assistance Program (SNAP) (Food Stamps) - (HRA)

1. Does the household live in New York City?

- If **No**, we are “Unable to Determine” the household’s potential eligibility for SNAP benefits. **DONE**
- If **Yes**, go to #2

2. Do all household members have an income source of Supplemental Security Income OR Cash Assistance Grant?

- If **No**, go to #3
- If **Yes**, the household “May Be Eligible” for SNAP benefits. No resource test is required. **DONE**

3. For households without an elderly person (60+) or person with a disability (checkbox disability or blind)

- a. If the household **has out-of pocket-dependent care (Expense type Child Care or Dependent Care) costs use Table 1, 200% gross income** minus the Child Support (Paid)
 - If **no**, go to #3b
 - If **yes**, the household “May Be Eligible” for SNAP benefits. No resource test is required. **DONE**
- b. If the household **has earned income (Income type Wages..., Boarder..., or Self-Employed) use Table 2, 150% gross income** minus the Child Support (Paid)
 - If **no**, go to #3c
 - If **yes**, the household “May Be Eligible” for SNAP benefits. No resource test is required. **DONE**
- c. If the household **does not have out-of pocket dependent care expenses (No Expense type of Child Care or Dependent Care) and does not receive earned income (Any income type but Wages..., Boarder..., or Self-Employed) use Table 3, 130% gross income** minus the Child Support (Paid)
 - If **no**, we are “Unable to Determine” the household’s potential eligibility for SNAP benefits. **DONE**
 - If **yes**, the household “May Be Eligible” for SNAP benefits. No resource test is required. **DONE**

4. For households with an elderly person (60+) or person with a disability (checkbox disability or blind) use Table 1, 200% gross income minus the Child Support (Paid)

- If **no**, we are “Unable to Determine” the household’s potential eligibility for SNAP benefits. **DONE**
- If **yes**, the household “May Be Eligible” for SNAP benefits. No resource test is required. **DONE**

SNAP INCOME TABLES + BUDGET CALCULATION

TABLE 1 - 200% of poverty level Household Member Aged 60 or Over OR Household Member with Disability/Blind OR Household Member Incurs Dependent Care Costs		
# of people in Household	Monthly Household Income (200%)	Eligible
1	<= \$2,265	√
2	<= \$3,052	√
3	<= \$3,838	√
4	<= \$4,625	√
5	<= \$5,412	√
6	<= \$6,198	√
7	<= \$6,985	√
8	<= \$7,772	√
Each Additional Person	\$787	√

TABLE 2 - 150% of poverty level Households with earned income and do not contain an elderly
--

or disabled individual or No out-of-pocket dependent care expenses		
# of people in the Household	Monthly Household Income (150%)	Eligible
1	<= \$1,699	√
2	<= \$2,289	√
3	<= \$2,879	√
4	<= \$3,469	√
5	<= \$4,059	√
6	<= \$4,649	√
7	<= \$5,239	√
8	<= \$5,829	√
Each Additional Person	\$590	√

TABLE 3 - 130% of poverty level NO household member who's 60+ OR disabled/blind AND did not incur dependent expenses AND has no earned income		
# of people in Household	Monthly Household Income (130%)	Eligible

1	<= \$1,473	√
2	<= \$1,984	√
3	<= \$2,495	√
4	<= \$3,007	√
5	<= \$3,518	√
6	<= \$4,029	√
7	<= \$4,541	√
8	<= \$5,052	√
Each Additional Person	\$512	√

Source Updated: Project #5985 Draft #1- **October 2022** - changes in SNAP Standards

Monthly SNAP Budget Calculation

Use the Monthly SNAP Budget Calculation to determine net income for the household and compare the net income to the table below.

Tech Note: The screener (implemented in DROOLS and the Screening API) uses gross income (total before deductions) and subtracts any child support paid to calculate income for the purposes of SNAP screening.

A Earned Income

Income 1 **Monthly Gross Earned Income** (Income Sources: Wages, Salary, Tips+ Self-Employment Income)

+ Income 2 **Net Monthly Income From Boarder/Lodger** (Income Sources: Boarder/lodger)

+ **Unearned Income** (All Income Sources, Except Wages, Salary, Tip;

- Child support payments

= **Total Income**

B Deductions

Total Earned Income from income 1 x 20%

+ Standard Deduction- Monthly

1-3 person household	\$193
4 person household	\$193
5 person household	\$225
6+ person household	\$258

+ Monthly Child/Dependent Care Costs

↳ The sum of the household's reported Child Care and Dependent Care Expense

- Monthly Homelessness Shelter Deduction

If household selects a housing status of homeless subtract **\$166.81**

= Total Deductions

C Adjusted Income

= Total Income – Total Deductions

D Shelter Costs

Monthly Actual Rent or Mortgage Billed to Household (Expense Type: Rent/Mortgage)

+ Other Monthly Expenses (always default to 0)

+ \$1,002 Monthly Utility Allowance

= Total Shelter Costs

E Excess Shelter Deductions

Total Shelter Costs

- Adjusted Income DIVIDED BY 2

= Excess Shelter Costs (If less than zero, default to 0.)

F Monthly SNAP Net Income

Adjusted Income

- Excess Shelter Cost

= Monthly Net SNAP Food Stamp Income (***) This number represents the household's net monthly income that is then compared to the Net Monthly Income Limits for SSI/Aged/Disabled for purposes of eligibility determination. You will use this number when updating the validation data sheets for SNAP. (***)

EQUATIONS FOR CALCULATING SOMEONE'S NET MONTHLY INCOME

Total income = Gross earned income + net monthly income from boarder or lodger + unearned income - monthly child support

Total deductions = Standard deduction based on household size + monthly child care costs - (Monthly Homelessness Shelter Deduction if applicable)

Adjusted income = **Total income** - **Total deductions**

Total shelter costs = rent or mortgage + other expenses + \$1,002

Excess shelter cost = (**Total shelter costs** - [**Adjusted income** / 2])

Net monthly income = **Adjusted income** - **Excess shelter cost**

(SNAP Budget Calculation – Standard Deduction table)

Source Updated: Project #5985 Draft #1 **October 2022** - changes in SNAP Standards

S2 R008 - Head Start - (DOE)

While these rules should be run for each household member individually, the overall household size and gross income will be used.

1. Does the household live in New York City?

- If No, we are “Unable to Determine” the household’s potential eligibility for Head Start. **DONE**
- If Yes, go to #2

2. Does the household have an income source of “Cash Assistance Grant” or “Supplemental Security Income”?

- a. If **Yes**, the household member “May Be Eligible” for Head Start. **DONE**
- b. If **No**, go to #3

3. Is the household member’s age 3 or 4 years old?

- If No, we are “Unable to Determine” the household member’s potential eligibility for Head Start. **DONE**
- If Yes, check gross yearly income levels by household size.

# of People in a Household	Yearly Household Income	Eligible
1	<= \$14,580	√
2	<= \$19,720	√
3	<= \$24,860	√
4	<= \$30,000	√
5	<= \$35,140	√
6	<= \$40,280	√
7	<= \$45,420	√
8	<= \$50,560	√
Each Additional Person	<= \$5,140	√

Source: Head Start Family Income Guidelines for 2023 (last updated March 2021)

- If the household's gross yearly income is less than or equal to the income levels for the household size, the household member "May Be Eligible" for Head Start. **DONE**

- If the household's gross yearly income is greater than the income levels for the household size, go to #4.

4. If the person completing the screener is "Head of Household", is the household member's relationship to the HOH a "Foster Child"?

- If **Yes**, the household member "May Be Eligible" for Head Start. **DONE**
- If **No**, go to #5

5. All other household members

We are "Unable to Determine" the household member's potential eligibility for Head Start. **DONE**

These rules should be run for each household member individually.

1. Does the household live in New York City?

- If No, we are “Unable to Determine” the household member’s potential eligibility for the Comprehensive After School System of NYC (COMPASS NYC). **DONE**

- If Yes, go to #2

2. Is the household member a student aged between 5 and 21 years old?

- If No, go to #3

- If Yes, the household “May Be Eligible” for the Comprehensive After School System of NYC (COMPASS NYC). **DONE**

3. All other households members

- We are “Unable to Determine” the household member’s potential eligibility for the Comprehensive After School System of NYC (COMPASS NYC). **DONE**

S2 R010 - Cash Assistance (HRA)

1. Does the household live in New York City?
 - If Yes, go to #2
 - If No, we are “Unable to Determine” the household’s potential eligibility for Cash Assistance. DONE
2. Are there children (18 and under) or pregnant people in the household?
 - If No, go to #3
 - If Yes, determine **Total Monthly Needs** based on household size from TABLE 1.

TABLE 1					
Household with children					
	Basic Allowance	Energy Grant	Shelter Allowance	Total S/M Needs	Total Monthly Needs
hh size 1	79.00	12.55	138.50	230.05	460.10
hh size 2	126.00	19.75	141.50	287.25	574.50
hh size 3	168.00	26.50	200.00	394.50	789.00
hh size 4	216.50	34.35	225.00	475.85	951.70
hh size 5	267.00	42.35	250.50	559.85	1119.70
hh size 6	308.50	48.60	262.00	619.10	1238.20
hh size 7	351.00	54.85	273.00	678.85	1357.70
hh size 8	393.50	61.10	273.00	727.60	1455.20

Reference: W-203K

- Then determine **Total Monthly Income**
 - First calculate the **Total Monthly unearned**. Sum all income types below:
 - ◀ Workers' Compensation
 - ◀ New York State Disability
 - ◀ Unemployment Insurance Benefits
 - ◀ Social Security Benefits (dependent, disability, survivor, retirement)
 - ◀ Veterans' pension or compensation

- ◀ Interest/Dividends
 - ◀ Child support/Combined Child and Spousal Support (alimony)
 - Then calculate the **Monthly net earned income**. First determine the **Monthly gross earned income**. Sum all income types below:
 - ◀ Income type Wages
 - ◀ Boarder
 - ◀ Self-Employed
 - Next calculate the **Monthly work expense disregard**. For each employed individual sum 150.
 - To determine the **Monthly net earned income**, subtract the **Monthly work expense disregard** from the **Monthly gross earned income**.
 - Then calculate the **Total Monthly Income** by summing the **Monthly net earned income** and the **Total Monthly unearned**.
- If the household's **Total Monthly Income** is less than the **Total Monthly Needs**, then the household “May Be Eligible” for Cash Assistance. DONE
 - If not, then we are “Unable to Determine” the household’s potential eligibility for Cash Assistance. DONE
3. Are there no children (18 and under) or pregnant people in the household?
- If No, then we are “Unable to Determine” the household’s potential eligibility for Cash Assistance. DONE
 - If Yes, determine **Total Monthly Needs** based on household size from TABLE 2..

TABLE 2 Household without children					
	Basic Allowance	Energy Grant	Shelter Allowance	Total S/M Needs	Total Monthly Needs
hh size 1	79.00	12.55	107.50	199.05	398.10
hh size 2	126.00	19.75	125.00	270.75	541.50
hh size 3	168.00	26.50	143.00	337.50	675.00
hh size 4	216.50	34.35	156.00	406.85	813.70
hh size 5	267.00	42.35	168.50	477.85	955.70

hh size 6	308.50	48.60	174.50	531.60	1063.20
hh size 7	351.00	54.85	201.50	607.35	1214.70
hh size 8	393.50	61.10	210.50	665.10	1330.20

Reference: W-203K

- Then determine **Total Monthly Income**
 - First calculate the **Total Monthly unearned**. Sum all income types below:
 - ◀ Workers' Compensation
 - ◀ New York State Disability
 - ◀ Unemployment Insurance Benefits
 - ◀ Social Security Benefits (dependent, disability, survivor, retirement)
 - ◀ Veterans' pension or compensation
 - ◀ Interest/Dividends
 - ◀ Child support/Combined Child and Spousal Support (alimony)
 - Then calculate the **Monthly net earned income**. First determine the **Monthly gross earned income**. Sum all income types below:
 - ◀ Income type Wages
 - ◀ Boarder
 - ◀ Self-Employed
 - Next calculate the **Monthly work expense disregard**. For each employed individual sum 150.
 - To determine the **Monthly net earned income**, subtract the **Monthly work expense disregard** from the **Monthly gross earned income**.
 - Then calculate the **Total Monthly Income** by summing the **Monthly net earned income** and the **Total Monthly unearned**.
- If the household's **Total Monthly Income** is less than the **Total Monthly Needs**, then the household “May Be Eligible” for Cash Assistance. DONE
- If not, then we are “Unable to Determine” the household’s potential eligibility for Cash Assistance. DONE

S2_R011 - Health Insurance Assistance (HRA)

These rules should be run for the household.

1. All Households 'May Be Eligible' for Health Insurance assistance. **DONE**

S2_R012 - School Tax Relief (STAR) - (DOF)

These rules should be run for the household.

1. Does the household live in New York City?

- If No, we are "Unable to Determine" the household's potential eligibility for STAR. **DONE**

- If Yes, go to #2

2. Is the primary residence owned?

- If No, go to #4

- If Yes, go to #3

3. Does owner #1 or owner #2 combined gross annual income meet the income requirements?

- Sum all income sources for owner #1 and owner #2. Check gross annual income against the level below.

Annual Household Income	Eligible
<= \$500,000	√

Updated: March 2023

- If No, go to #4

- If Yes, the household "May Be Eligible" for STAR. **DONE**

4. All other households

We are "Unable to Determine" the household's potential eligibility for School Tax Relief (STAR). **DONE**

These rules should be run for the household.

1. Does the household live in New York City?

- If No, we are “Unable to Determine” the household’s potential eligibility for Section 8. **DONE**
- If Yes, go to #2

2. Is the head of household age 18 or older?

- If No, go to #3.
- If Yes, use the household size and gross income for all household members to determine if the household may be eligible for Section 8.

# of People in Household	Annual Household Income	Eligible
1	<= \$ 41,800	√
2	<= \$ 47,750	√
3	<= \$ 53,700	√
4	<= \$ 59,650	√
5	<= \$ 64,450	√
6	<= \$ 69,200	√
7	<= \$ 74,000	√
8	<= \$ 78,750	√

Last updated June 2021

If the household’s gross monthly income is less than or equal to the income level for the household size, the household “May Be Eligible” for Section 8. **DONE**

If the household’s gross monthly income is greater than the income level for the household size, we are “Unable to Determine” the household’s potential eligibility for Section 8. **DONE**

3. All other households members

We are “Unable to Determine” the household’s potential eligibility for Section 8. **DONE**

S2 R014 - Senior Citizen Homeowners' Exemption (SCHE) - (DOF)

These rules should be run for the household.

1. Does the household live in New York City?

- If No, we are "Unable to Determine" the household's potential eligibility for SCHE. **DONE**

- If Yes, go to #2

**2. Is owner #1 or owner #2 aged 65 or older
AND does the household own their primary residence?**

- If No to either question, go to #3

- If Yes, sum all income sources for owner #1 and owner #2. Check gross annual income against the level below.

Annual Household Income	Eligible
<= \$58,399	√

Source: [DOF's website SCHE eligibility requirement section](#) (Updated Dec. 2017)

- If the owner's gross annual income is less than or equal to \$58,399, the household "May Be Eligible" for SCHE. **DONE**

- If the owner's gross annual income is greater than \$58,399, we are "Unable to Determine" the household's potential eligibility for SCHE. **DONE**

3. All other households

- We are "Unable to Determine" the household's potential eligibility for SCHE. **DONE**

These rules should be run for the household.

1. Does the household live in New York City?

- If No, we are “Unable to Determine” the household’s potential eligibility for SCRIE. **DONE**
- If Yes, go to #2

2. Is the primary applicant aged 62 or older?

- If No, unable to determine
- If Yes, go to #3

3. Does the household rent their primary residence?

and Is the primary applicant named on the lease?

and is the primary applicant named on the lease *or the rent order or have been granted succession rights to the apartment?* [ACCESS NYC doesn’t have a way to collect information about if an applicant has a rent order or succession rights to the apartment. Therefore this part of the rule is not implemented on ACCESS NYC)

and does the household live in one of the following apartment types that are regulated by the Division of Housing and Community Renewal (DHCR):

- Rent Stabilized or Rent Controlled;**
- Mitchell-Lama Apartment;**
- Rent Regulated Hotel Unit;**
- HDFC Cooperative Shareholder apartment,**
- Section 213 Cooperative**

- If No, we are “Unable to Determine” the household’s potential eligibility for SCRIE. **DONE**
- If Yes, go to step 4

4. Sum all income sources for all household members (excluding income source of Gifts - Received) and check if the combined annual income is less than or equal to \$50,000.

Annual Household Income	Eligible
<= \$50000	√

- If the household's gross annual income is less than or equal to \$50,000, the household "May Be Eligible" for SCRIE. **DONE**
- If the household's gross annual income is greater than \$50,000, we are "Unable to Determine" the household's potential eligibility for SCRIE. **DONE**

5. All other households

- We are "Unable to Determine" the household's potential eligibility for SCRIE. **DONE**

****Does the household spend more than one-third of combined monthly income on rent?***

[As per discussion with DOF (Dec. 2021), DOF stated that sometimes applicants may make mistakes in calculating the 1/3 of their monthly income spent on rent. Therefore for the high-level general eligibility screener on ANYC, it is best to leave this step out of the rules. This way the screener won't exclude many people from being potentially eligible.]

S2_R016 – Pre-K for All (Pre-K) - (DOE)

These rules should be run for each household member individually.

1. Does the household live in New York City?

- If No, we are "Unable to Determine" the household's potential eligibility for Pre-K. **DONE**
- If Yes, go to #2

2. Is the household at least 4 years old in the current year ?

- If No, go to #3
- If Yes, the household member "May Be Eligible" for Pre-K. **DONE**

3. All other household members

- We are "Unable to Determine" the household member's potential eligibility for Pre-K. **DONE**

S2_R017 – Disabled Homeowners’ Exemption (DHE) - (DOF)

These rules should be run for the household.

1. Does the household live in New York City?

- If No, we are “Unable to Determine” the household’s potential eligibility for DHE. **DONE**

- If Yes, go to #2

2. Is owner #1 or owner #2 disabled or blind

OR (does owner #1 or owner #2 have an income type of:

Supplemental Security Income or Social Security Disability Benefits)

AND does the household own their primary residence?

- If No to either question, go to #3

- If Yes, sum all income sources for owner #1 and owner #2. Check gross annual income against the level below.

Annual Household Income	Eligible
<=\$58,399	√

Source: [DOF’s website DHE eligibility requirement section](#) (Updated Dec. 2017)

- If the owner’s gross annual income is less than or equal to \$58,399, the household “May Be Eligible” for DHE. **DONE**

- If the owner’s gross annual income is greater than \$58,399, we are “Unable to Determine” the household’s potential eligibility for DHE. **DONE**

3. All other households

- We are “Unable to Determine” the household’s potential eligibility for DHE. **DONE**

S2 R018 – Veterans' Property Tax Exemption - (DOF)

These rules should be run for the household.

1. Does the household live in New York City?

- If No, we are “Unable to Determine” the household’s potential eligibility for Veterans’ Exemption. **DONE**
- If Yes, go to #2

2. Is owner #1 or owner #2 a veteran

AND does the household own their primary residence?

- If No, go to #3
- If Yes to both questions, the household “May Be Eligible” for Veterans’ Exemption. **DONE**

3. All other households

- We are “Unable to Determine” the household’s potential eligibility for Veterans’ Exemption. **DONE**

S2 R019 – Home Energy Assistance Program (HEAP) (HRA)

These rules should be run for the household.

1. Does the household live in New York City?

- If No, we are “Unable to Determine” the household’s potential eligibility for HEAP. **DONE**
- If Yes, go to #2

2. Does the household have a residence type of ‘Hotel’ or in a shelter or homeless?

- If Yes, we are “Unable to Determine” the household’s potential eligibility for HEAP. **DONE**
- If No, go to #3.

3. Use the household size and gross income to determine if the household may be eligible for HEAP.

The following income should be excluded from the gross income calculation:

Wages, Salary, Tips and Self-employment Income for member less than 18

(Note: Income levels only up to 8 household members are implemented on ANYC)

- If the household's gross monthly income is less than or equal to the income level for the household size, the household "May Be Eligible" for HEAP. **DONE**
- If the household's gross monthly income is greater than the income level for the household size, we are "Unable to Determine" the household's potential eligibility for HEAP. **DONE**

S2 R020 – SchoolFoods (School Meals) - (DOE)

(NOTE: It is confirmed by the agency liaison that all students are able to receive free meals in school regardless of their family's economic situation. The table rules are not needed for NYC's School Child Nutrition Program. 8/22/2018). ACCESS NYC is not currently screening for this program.

These rules run for each household member individually.

1. Does the household live in New York City?

- If No, we are "Unable to Determine" the household's potential eligibility for School Meals. **DONE**
- If Yes, go to #2

2. Is the household member's age between 0 - 21 AND is the household member a student?

- If No, we are "Unable to Determine" the household member's potential eligibility for School Meals. **DONE**
- If Yes, the household member "May Be Eligible" for School Meals. **DONE**

S2 R021 – New York State Unemployment Insurance - (NYS Department of Labor)

These rules should be run for each household member individually.

1. Is the household member currently unemployed AND did the household member work within the last 18 months?

- If No to either questions, go to #2

- If Yes to both questions, the household member “May Be Eligible” for Unemployment Insurance. **DONE**

2. All other household members

- We are “Unable to Determine” the household member’s potential eligibility for Unemployment Insurance.
DONE

S2 R022 – Women, Infants and Children (WIC) (NYS DOH)

These rules should be run for each household member individually.

1. Is the household member a “Foster-Child” of the Head of Household?

- If No question, go to #2
- If Yes, **Go to Section A**

2. Is the household member pregnant?

- If No question, go to #3
- If Yes, Go to **Section B**

3. Is the household member’s age less than 5?

If No question, go to #4
If Yes, **Go to Section B.**

4. All other household members

- We are “Unable to Determine” the household member’s potential eligibility for WIC. **DONE**

Section A

1. Is the household member pregnant?

- If No, go to #2

- If Yes, check if the household member’s monthly income is less than or equal to \$2,686

NOTE: For the purposes of screening for WIC and Medicaid for Pregnant Women, if a person is pregnant, the screener (implemented in DROOLS and the Screening API) will define the number of people as “2” for the below criteria:

# of People in a Household	Monthly Household Income	Eligible
2	<= \$2686	√

Updated: June 2021

- If the member's gross monthly income is less than or equal to the income levels, the member "May Be Eligible" for WIC. **DONE**

- If the member's gross monthly income is greater than the income levels, we are "Unable to Determine" the member's potential eligibility for WIC. **DONE**

2. Is the household member's age less than 5?

- If No, go to #3

- If Yes, check if the household member's monthly income is less than or equal to \$1,986 .

# of People in a Household	Monthly Household Income	Eligible
1	<= \$1986	√

Updated: June 2021

- If the member's gross monthly income is less than or equal to the income levels, the member "May Be Eligible" for WIC. **DONE**

- If the member's gross monthly income is greater than the income levels, we are "Unable to Determine" the member's potential eligibility for WIC. **DONE**

3. All other household members

- We are "Unable to Determine" the household member's potential eligibility for WIC. **DONE**

Section B

1. Determine the household size.

- **Increase** the household size by the number of pregnant women in the household who do not have a Foster-child relationship to the Head of Household. (i.e. one pregnant woman, increase by one; two pregnant women, increase by two; etc.)

- **Subtract** the number of Foster Children from the household size.

2. **Determine the household income by adding income for all household members, excluding household members that have a “Foster-Child” relationship type to the Head of Household.**
3. **Check gross monthly income levels by household size.**

# of People in a Household	Monthly Household Income	Eligible
1	<= \$1986	√
2	<= \$2686	√
3	<= \$3386	√
4	<= \$4086	√
5	<= \$4786	√
6	<= \$5486	√
7	<= \$6186	√
8	<= \$6886	√
Each Additional Person	\$700	√

Source: Agency. CR received FEDERAL WIC INCOME ELIGIBILITY GUIDELINES
Updated: June 2021 (Effective through June 30, 2022)

- If the household’s gross monthly income is less than or equal to the income level for the household size, the household member “May Be Eligible” for WIC. **DONE**

- If the household's gross monthly income is greater than the income level for the household size, we are "Unable to Determine" the household member's potential eligibility for WIC. **DONE**

S2 R023 – Community Meals (formerly known as Summer Meals) (DOE)

Starting September 2021, the program is not active for the year hence ACCESS NYC is not screening for it.

These rules should be run for each household member individually.

1. Is the household member aged less than 19?

- If No, go to #2

- If Yes, the household member "May Be Eligible" for Summer Meals. **DONE**

2. All other household members

- We are "Unable to Determine" the household member's potential eligibility for Summer Meals. **DONE**

S2 R024 – NYCHA Resident Economic Empowerment and Sustainability (REES) - (NYCHA)

These rules should be run for each household member individually.

1. Does the household live in New York City?

- If No, we are "Unable to Determine" the household member's potential eligibility for REES. **DONE**

- If Yes, go to #2

2. Does the household rent their primary residence and have a residence type of 'Housing Authority'?

- If No, we are "Unable to Determine" the household member's potential eligibility for REES. **DONE**

- If Yes, go to #3

3. Is the household member 18 or older?

- If No, we are "Unable to Determine" the household member's potential eligibility for REES. **DONE**

- If Yes, the household member "May Be Eligible" for REES. **DONE**

S2_R025 – Older Adult Employment Program - (DFTA)

These rules should be run for each household member individually.

1. Does the household live in New York City?

- If No, we are “Unable to Determine” the household member’s potential eligibility for Older Adult Employment Program . **DONE**

- If Yes, go to #2.

2. Is the household member 55 years old or older?

- If No, we are “Unable to Determine” the household member’s potential eligibility for Older Adult Employment Program . **DONE**

- If Yes, go to #3.

3. Is the household member currently unemployed?

- If No, we are “Unable to Determine” the household member’s potential eligibility for Older Adult Employment Program . **DONE**

- If Yes, go to #4.

4. Check gross annual income levels by household size.

(This calculation is to see if the household gross income is at or below 125% of the Federal Poverty Guideline)

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# of people in the Household	Annual Household Income	Eligible
1	<= \$18,225	√

2	<= \$24,650	√
3	<= \$31,075	√
4	<= \$37,500	√
5	<= \$43,925	√
6	<= \$50,350	√
7	<= \$56,775	√
8	<= \$63,200	√

Updated: February 2023

Source: 2023 Older Adult Employment Program Income Eligibility Figures - Use 125%

(NOTE: Agency provided the rate up to 8 household members although rules details implements up to 2 people.)

- If the household's gross income is less than or equal to the income level for the household size, the household member "May Be Eligible" for Older Adult Employment Program . **DONE**

- If the household's gross income is greater than the income level for the household size, we are "Unable to Determine" the household member's potential eligibility for Older Adult Employment Program . **DONE**

[S2 R026 – Workforce1 - \(SBS\)](#)

These rules should be run for each household member individually.

1. Is the household member 18 or older?

- If No, we are "Unable to Determine" the household member's potential eligibility for Workforce1. **DONE**

- If Yes, the household member "May Be Eligible" for Workforce1. **DONE**

1. Determine the household size.

Is the household member aged 60 or older?

Check gross monthly income levels by household size.

# of People in a Household	Monthly Household Income	Eligible
1	<= \$1,396	√
2	<= \$1,888	√
3	<= \$2,379	√
4	<= \$2,871	√
5	<= \$3,363	√
6	<= \$3,855	√
7	<= \$4,347	√
8	<= \$4,839	√
Each Additional Person	\$492	√

Updated: June 2021

(Source: CSFP Memorandum - 2021 Income Guidelines.pdf)

- If the household's gross monthly income is less than or equal to the income level for the household size, the household member "May Be Eligible" for CSFP. **DONE**

- If the household's gross monthly income is greater than the income level for the household size, we are "Unable to Determine" the household member's potential eligibility for CSFP. **DONE**

These rules should be run for each household member individually.

1. Does the household live in New York City?

- If No, we are “Unable to Determine” the household member’s potential eligibility for Learn & Earn. **DONE**

- If Yes, go to #2

2. Is the household member’s age between 14 and 21 years AND Is the household member a student AND Does the household have an income source of ‘Cash Assistance Grant’

- If No, go to #3

- If Yes, the household member “May Be Eligible” for Learn & Earn. **DONE**

3. Is the household member’s age between 14 and 21 years AND Is the household member a student AND Is the household member disabled?

- If No, go to #4

- If Yes, the household member “May Be Eligible” for Learn & Earn. **DONE**

4. Is the household member’s age between 14 and 21 years AND Is the household member a student AND Is the household member a ‘Foster Child’ of the head of household?

- If No, go to #5

- If Yes, the household member “May Be Eligible” for Learn & Earn. **DONE**

5. Is the household member’s age between 14 and 21 years AND Is the household member a student AND Is the household member pregnant?

- If No, go to #6

- If Yes, the household member “May Be Eligible” for Learn & Earn. **DONE**

6. Is the household member’s age between 14 and 21 years AND Is the household member a student? AND Is the member a ‘Child’ or ‘Step-Child’ of the Head of Household?

- If No, go to #7

- If Yes, determine the household size by only counting the following members:

- head of household
 - the spouse of the head of household (if there is one)
 - children of the head of household (child or step-child)
- Then determine the household total income by counting all income for the following members:
- head of household
 - the spouse of the head of household (if there is one)
 - children of the head of household (child or step-child)
- For these household members, exclude the following income sources from the gross income calculation:
- Child Support (Received)
 - Cash Assistance Grant
 - Social Security Survivor's Benefits
 - Supplemental Security Income (SSI)
 - Unemployment Benefits

# of People in Household	Annual Household Income	Eligible
1	<= \$11,670.00	√
2	<= \$18,336.00	√
3	<= \$25,168.00	√
4	<= \$31,071.00	√
5	<= \$36,664.00	√
6	<= \$42,885.00	√
7	<= \$49,106.00	√
8	<= \$55,327.00	√
Each Additional person	\$6,221.00	√

- If the gross monthly income is less than or equal to the income levels for the household size, the household member "May Be Eligible" for Learn & Earn. **DONE**

- If the gross monthly income is greater than the income levels for the household size, we are “Unable to Determine” the household member’s potential eligibility for Learn & Earn. **DONE**

7. Is the household member’s age between 14 and 21 years AND Is the household member a student? AND Is the member NOT a ‘Child’ or ‘Step-Child’ of the Head of Household?

- If No, go to #8

For this household member, exclude the following income sources from the gross income calculation:

- Child Support (Received)
- Cash Assistance Grant
- Social Security Survivor’s Benefits
- Supplemental Security Income (SSI)
- Unemployment Benefits

# of People in Household	Annual Household Income	Eligible
1	<= \$11,670	√

- If the gross monthly income is less than or equal to the income levels for the household size, the household member “May Be Eligible” for Learn & Earn. **DONE**

- If the gross monthly income is greater than the income levels for the household size, we are “Unable to Determine” the household member’s potential eligibility for Learn & Earn. **DONE**

8. All other household members

- We are “Unable to Determine” the household member’s potential eligibility for Learn & Earn. **DONE**

[S2_R029 – Nurse-Family Partnership \(for women/girls having their first baby\) \(DOHMH\)](#)

These rules should be run for each household member individually.

1. Does the household live in New York City?

- If No, we are “Unable to Determine” the household’s potential eligibility for NFP. **DONE**
- If Yes, go to #2

2. Is the household member pregnant?

- If No, go to #3
- If Yes, increase the household size by one (to account for the unborn child) and check if the household member’s monthly income is less than or equal to SS

# of People in a Household	Monthly Household Income	Eligible
1	<= \$2,960	√
2	<= \$3,733	√
3	<= \$4,606	√
4	<= \$5,280	√
5	<= \$6,053	√
6	<= \$6,826	√
7	<= \$7,599	√
Each Additional Person		√

Updated: February 2016

- If the household member’s gross monthly income is less than or equal to the income level for the household size, the household member “May Be Eligible” for NFP. **DONE**
- If the household member’s gross monthly income is greater than the income level for the household size, we are “Unable to Determine” the household member’s potential eligibility for NFP. **DONE**

3. All other households members

- We are “Unable to Determine” the household member’s potential eligibility for NFP. **DONE**

S2_R030 – Summer Youth Employment Program (SYEP) (DYCD)

These rules should be run for each household member individually.

1. Does the household live in New York City?

- If No, we are “Unable to Determine” the household member’s potential eligibility for SYEP. **DONE**

- If Yes, go to #2

2. Is the household member’s age between 14 and 24?

- If Yes, the household member is potentially eligible for SYEP. **DONE**

- If No, we are unable to determine eligibility for SYEP. **DONE.**

S2_R031 – Family Planning Benefit Program (FPBP) (NYS DOH)

While these rules should be run for each household member individually, the overall household size and gross income will be used.

1. Does the household live in New York City?

- If No, we are “Unable to Determine” the household’s potential eligibility for any New York City Public Health Insurance program. **DONE**

- If Yes, go to #2

1. Is the household member enrolled in Medicaid?

- If No, go to #3

- If Yes, we are “Unable to Determine” the household’s potential eligibility for any New York City Public Health Insurance program. **DONE**

2. Is the household member pregnant?

- If No, continue to step 4.

- If Yes, “Unable to Determine” the household’s potential eligibility for the Family Planning Benefit program. **DONE**

3. Is the household member under 10 or over 64 years of age?

- If No, continue to step 5.

- If Yes, “Unable to Determine” the household’s potential eligibility for the Family Planning Benefit program.

DONE

4. If a household member is not pregnant and aged 10 to 64 check gross monthly income by household size.

- For calculating the household size if there is a pregnant household member increase household size by the number of pregnant women in the household (i.e. one pregnant woman, increase by one; two pregnant women, increase by two; etc.) before continuing. There is no need to step through the rules for the unborn child (only the household size is increased).

# of People in a Household	Monthly Household Income	Eligible
1	<= \$2,394	√
2	<= \$3,238	√
3	<= \$4,081	√
4	<= \$4,925	√
5	<= \$5,769	√
6	<= \$6,612	√
7	<= \$7,456	√
8	<= \$8,300	√
Each Additional Person	\$844	√

Source: Preliminary Federal Poverty Guidelines 2021 spreadsheet.
Updated: June 2021

S2_R032 – IDNYC (HRA)

1. Does the household live in New York City?

- If **No**, we are “Unable to Determine” the household’s potential eligibility for IDNYC. **DONE**
- If **Yes**, proceed to 2.

2. Is any other household member 10 years old or older?

- If **No**, we are “Unable to Determine” the household member’s potential eligibility for IDNYC.
- If **Yes**, the household member “May be eligible” for IDNYC. **DONE**

S2_R033 – Cooling Assistance Benefit (HRA)

These rules should be run for the household.

1. Does the household live in New York City?

- If No, we are “Unable to Determine” the household’s potential eligibility for Cooling Assistance Benefit . **DONE**
- If Yes, go to #2

2. Does the household contain a member 6 years old or younger, 60 years old or older, or a person with a disability (checked disability or blind)?

- If no, we are “Unable to Determine” the household’s potential eligibility for Cooling Assistance Benefit. **DONE**
- If yes, got to #3

3. Does a Household member have an income type of Cash Assistance OR does a household size of one receive Supplemental Security Income’ (Code A SSI) OR meet the income guidelines?

Use the household size and gross income to determine if the household may be eligible for Cooling Benefits.

# of People in a Household	Monthly Household Income	Eligible
1	<= \$2,852	√
2	<= \$3,730	√
3	<= \$4,608	√
4	<= \$5,485	√
5	<= \$6,363	√
6	<= \$7,241	√
7	<= \$7,405	√
8	<= \$7,570	√

Effective March 2022

- If the household's gross monthly income is less than or equal to the income level for the household size, the household "May Be Eligible" for Cooling Assistance. **DONE**

- If the household qualifies for neither, we are "Unable to Determine" the household's potential eligibility for Cooling Assistance. **DONE**

S2 R034 – Fair Fares NYC

These rules should be run for the household.

1. Does the household live in New York City?

- If No, we are "Unable to Determine" the household's potential eligibility for Fair Fares NYC. **DONE**

- If Yes, go to #2

2. Is the household member aged between 18 and 64 (including)?

- If No, we are "Unable to Determine" the household's potential eligibility for Fair Fares NYC. **DONE**

- If Yes, go to #3

3. Check gross monthly income levels by household size.

# of People in a household	Annual Household Income	Eligible
1	<= \$14,580	√
2	<= \$19,720	√
3	<= \$24,860	√
4	<= \$30,000	√
5	<= \$35,140	√
6	<= \$40,280	√
7	<= \$45,420	√
8	<= \$50,560	√

Updated: January 2023

4. All other households members

- We are “Unable to Determine” the household member’s potential eligibility for Fair Fares NYC. **DONE**

[S2_R035 – Public Housing \(NYCHA\)](#)

1. Does the household live or work in New York City?

- If No, we are “Unable to Determine” the household’s potential eligibility for Public Housing. **DONE**
- If Yes, go to #2

2. Is the head of the household aged 18 or older?

- If No, we are “Unable to Determine” the household’s potential eligibility for Public Housing. **DONE**
- If Yes, go to #3

3. If the spouse or domestic partner of the person applying is 18 years or older?

- If No, we are “Unable to Determine” the household’s potential eligibility for Public Housing. **DONE**
- If Yes, go to #4

4. Is the head of the household member related by blood, marriage, domestic partnership, adoption, guardianship or court-awarded custody with another household member?

(Check if there are the following relationship types: spouse, child, foster child, parent, grandparent, foster parent, sister/brother, domestic partners, step-child, step parent, step sister).

This excludes relationship types: unrelated, related in some other way, boyfriend/girlfriend.

- If No, we are “Unable to Determine” the household’s potential eligibility for Public Housing. **DONE**
- If Yes, go to #5

5. Check gross annual income levels by household size.

# of People in a Household	Annual Household Income	Eligible
1	<= \$63,700	√
2	<= \$72,800	√
3	<= \$81,900	√
4	<= \$90,950	√
5	<= \$98,250	√
6	<= \$105,550	√
7	<= \$112,800	√
8	<= \$120,100	√

Updated: April 2022:

<https://www1.nyc.gov/site/nycha/eligibility/eligibility.page>

S2 R036 – Train & Earn (DYCD)

1. Does the household live or work in New York City?

- If No, we are “Unable to Determine” the household’s potential eligibility for Train & Earn. **DONE**
- If Yes, go to #2

2. Is the household member between 16 - 24 years old (including)?

- If No, we are “Unable to Determine” the household’s potential eligibility for Train & Earn. **DONE**
- If Yes, go to #3

3. Is the member a student?

- If Yes, we are “Unable to Determine” the household’s potential eligibility for Train & Earn. **DONE**
- If No, go to #4

4. Is the member employed?

- If Yes, we are “Unable to Determine” the household’s potential eligibility for Train & Earn. **DONE**
- If No, the household member “May Be Eligible” for Train & Earn. **DONE**

S2 R037 – Home Care Services Program (HRA)

1. Does the household live or work in New York City?

- If No, we are “Unable to Determine” the household’s potential eligibility for Home Care Services. **DONE**
- If Yes, go to #2

2. Is the household member receiving Medicaid?

- If No, we are “Unable to Determine” the household’s potential eligibility for Home Care Services. **DONE**
- If Yes, the household member “May Be Eligible” for Home Care Services. **DONE**

These rules should be run for each household member individually.

1. Does the household live in or work in New York City?

- If No, we are “Unable to Determine” the household’s potential eligibility for Medicaid for Pregnant. **DONE**
- If Yes, go to #2

2. Is the household member pregnant?

- If No, “Unable to Determine” the household’s potential eligibility for Medicaid for Pregnant. **DONE**
- If Yes, continue to step 3.

3. Does the household income less than or equal to the income level on the table? Check gross annual income levels by household size.

- If No, we are “Unable to Determine” the household’s potential eligibility for Medicaid for Pregnant. **DONE**
- If Yes, the household member “May Be Eligible” for Medicaid for Pregnant. **DONE**

NOTE: For the purposes of screening for WIC and Medicaid for Pregnant Women, the screener (implemented in DROOLS and the Screening API) will define the number of people based on the inclusion of a pregnant person differently.

Calculate the household size by increasing the household size by one for the number of pregnant women in the household (i.e. one pregnant woman, increase by one; two pregnant women, increase by two; etc.) before continuing. There is no need to step through the rules for the unborn child (only the household size is increased).

# of People in Household	Monthly Household Income	Eligible
2	<= \$3238	√
3	<= \$4081	√
4	<= \$4925	√

5	<= \$5769	√
6	<= \$6612	√
7	<= \$7456	√
8	<= \$8300	√
Each Additional Person	\$844	√

Updated June 2021

S2_R039 – NYC Free Tax Prep (DCA)

1. Does the household live or work in New York City?

- If No, we are “Unable to Determine” the household’s potential eligibility for NYC Free Tax. **DONE**
- If Yes, go to #2

2. Is the household one person only?

- If yes, is the household’s income less than or equal to \$56,000?
 - If yes, the household member “May Be Eligible” for NYC Free Tax Prep. **DONE**
- If no, go to step #3

3. Does the household income less than or equal to \$80,000 ?

- If No, we are “Unable to Determine” the household’s potential eligibility for NYC Free Tax. **DONE**
- If Yes, the household member “May Be Eligible” for NYC Free Tax. **DONE**

S2_R085 – 3-K for all (DOE)

These rules should be run for each household member individually.

1. Does the household live in New York City?

- If No, we are “Unable to Determine” the household’s potential eligibility for 3-K for all. **DONE**

- If Yes, go to #2

2. Is the household at least 3 years old in the current year ?

- If No, go to #3

- If Yes, the household member “May Be Eligible” for 3-K for all. **DONE**

3. All other household members

- We are “Unable to Determine” the household member’s potential eligibility for 3-K for all. **DONE**

S2 R040 – Child Care Voucher (ACS)

1. Does the household live in New York City?

- If No, we are “Unable to Determine” the household’s potential eligibility for Child Care Voucher. **DONE**

- If Yes, go to #2

2. Is the household member’s age 13 years old or less

AND does the head of household have a relationship of parent or step-parent to the child?

- If No, go to #3

- If Yes, determine the number of household members and count all income for:

- the child
- head of household
- the spouse of the head of household (if there is one)
- any other household members that are aged less than 18

Check gross monthly income levels by household size.

# of People in a household	Monthly Household Income	Eligible
2	<= \$4,930	√

3	<= \$6,215	√
4	<= \$7,500	√
5	<= \$8,785	√
6	<= \$10,070	√
7	<= \$11,165	√
8	<= \$11,414	√

Source: 300% FPL - Child Care Fee Schedule - Monthly Family Income by Funding Stream (Effective August 1, 2022)

- If the gross monthly income is less than or equal to the income levels for the household size, the household member “May Be Eligible” for Child Care Voucher. **DONE**

- If the gross monthly income is greater than the income levels for the household size, we are “Unable to Determine” the household member’s potential eligibility for Child Care Voucher. **DONE**

3. Is the household member blind or disabled and aged 19 years old or less

AND is a full time student* ?

AND does the head of household have a relationship of parent or step-parent to the child?

- If No, go to #4

- If Yes, determine the number of household members and count all income for:

- the child
- head of household
- the spouse of the head of household (if there is one)
- any other household members that are aged less than 18

Check gross monthly income levels by household size.

*For this step, the capability to confirm that a student is 'full-time", which is a requirement of the program, was implemented with Rules 1.17. Previously the screener and API only checked for student status, and not full-time student status.

# of People in a household	Monthly Household Income	Eligible
2	<= \$4,930	√
3	<= \$6,215	√
4	<= \$7,500	√
5	<= \$8,785	√
6	<= \$10,070	√
7	<= \$11,165	√
8	<= \$11,414	√

Source: 300% FPL - Child Care Fee Schedule - Monthly Family Income by Funding Stream (Effective August 1, 2022)

- If the gross monthly income is less than or equal to the income levels for the household size, the household member “May Be Eligible” for Child Care Voucher. **DONE**

- If the gross monthly income is greater than the income levels for the household size, we are “Unable to Determine” the household member’s potential eligibility for Child Care Voucher. **DONE**

4. Is the household member’s age 13 years old or less

AND does the head of household have a relationship OTHER than of parent or step-parent to the child?

- If No, go to #5

- If Yes, sum the child’s income, treat the household size as one.

Check gross monthly income levels by household size.

# of People in a household	Monthly Household Income	Eligible
1	<= \$3465	√

Source: NYC ACS (2022)

- If the gross monthly income is less than or equal to the income levels for the household size, the household member “May Be Eligible” for Child Care Voucher. **DONE**

- If the gross monthly income is greater than the income levels for the household size, we are “Unable to Determine” the household member’s potential eligibility for Child Care Voucher. **DONE**

5. All other household members

- We are “Unable to Determine” the household member’s potential eligibility for Child Care. **DONE**

S2 R043 – Lifeline (MOCTO)

These rules should be run for each household member individually.

1. Does the household live in New York City?

- If No, we are “Unable to Determine” the household’s potential eligibility for Fair Fares NYC. **DONE**

- If Yes, go to #2

2. Is the household member receiving Medicaid or Disability-related Medicaid?

- If No, go to #3

- If Yes, the household “May Be Eligible” for Lifeline. **DONE**

3. Does one or more household members have an income type of Supplemental Security Income (SSI) or Veterans Pension, or Social Security Survivors Benefit.

- No, go to #4

- If Yes, the household “May Be Eligible” for Lifeline. **DONE**

4. Check gross annual income levels by household size.

(This calculation is to see if the household gross income is at or below 135% of the Federal Poverty Guideline)

# of People in a Household	Annual Household Income	Eligible
1	<= \$19,683	√

2	<= \$26,622	√
3	<= \$33,561	√
4	<= \$40,500	√
5	<= \$47,439	√
6	<= \$54,378	√
7	<= \$61,317	√
8	<= \$68,256	√

Updated: April 2023

- If the household's gross monthly income is less than or equal to the income level for the household size, the household member "May Be Eligible" for Lifeline. **DONE**

- If the household's gross monthly income is greater than the income level for the household size, we are "Unable to Determine" the household member's potential eligibility for Lifeline.. **DONE**

[S2_R045 – Financial Empowerment Centers \(DCWP\)](#)

These rules should be run for each household member individually.

1. Does the household live or work in New York City?

- If No, we are "Unable to Determine" the household's potential eligibility for Financial Empowerment Centers.

- If Yes, go to #2

2. Is the household member 18 years or older?

- If No, we are "Unable to Determine" the household's potential eligibility for Financial Empowerment Centers.

- If Yes, the household "May Be Eligible" for Financial Empowerment Centers. **DONE**

[S2_R046 – COVID-19 Vaccines \(DOHMH\)](#)

These rules should be run for each household member individually.

1. Does the household live or work in New York City?

- If No, we are “Unable to Determine” the household’s potential eligibility for COVID-19 Vaccines.
- If Yes, go to #2

2. Is the household member aged 5 or more?

- If No, we are “Unable to Determine” the household’s potential eligibility for COVID-19 Vaccines.
- If Yes, the household member “May Be Eligible” for COVID-19 Vaccines. **DONE**

[S2_R047 – NYC NY Connects \(DFTA\)](#)

These rules should be run for each household member individually.

1. Does the household live or work in New York City?

- If No, we are “Unable to Determine” the household’s potential eligibility for NYC NY Connects.
- If Yes, go to #2

2. Does the household member have the status of being blind or have a disability?

- If No, we are “Unable to Determine” the household’s potential eligibility for NYC NY Connects.
- If Yes, the household member “May Be Eligible” for NYC NY Connects. **DONE**

3. Does a household member receive benefit: Disability related medicaid?

- If No, go to #4
- If Yes, the household “May Be Eligible” for NYC NY Connects. **DONE**

4. Does a household member have an income type: Disability related Medicaid?

- If No, we are “Unable to Determine” the household’s potential eligibility for NYC NY Connects
- If Yes, the household “May Be Eligible” for NYC NY Connects. **DONE**

[S2_R053 -Affordable Connectivity Program \(FCC\)](#)

These rules should be run for each household member individually.

1. Does the household live or work in New York City?

- If No, we are “Unable to Determine” the household’s potential eligibility.
- If Yes, go to #2

2. Does your household member receive Medicaid or disability-related Medicaid?

- If No, go to #3
- If Yes, the household “May Be Eligible” for ACP. **DONE**

3. Does your household member receive any income from Supplemental Security Income (SSI) or “Veteran's Pension or Benefits” or Social Security Survivor Benefits?

- If No, go to #4
- If Yes, the household “May Be Eligible” for ACP. **DONE**

4. Is any household member 21 years old or younger, AND a Student AND Full-time?

- If No, go to #5
- If Yes, the household “May Be Eligible.” **DONE**

5. Check gross annual income levels by household size.

(This calculation is to see if the household gross annual income is at or below 200% of the Federal [Poverty Guideline](#))

# of People in a Household	Annual Household Income	Eligible
1	<= \$29,160	√
2	<= \$39,440	√
3	<= \$49,720	√
4	<= \$60,000	√
5	<= \$70,280	√
6	<= \$80,560	√
7	<= \$90,840	√
8	<= \$101,120	√

Updated: March 2023

-If the household's gross annual income is less than or equal to the income level for the household size, the household "May Be Eligible" for ACP. **DONE**

-If the household's gross annual income is greater than the income level for the household size, we are "Unable to Determine" the household's potential eligibility for ACP. **DONE**

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Appendix

“DONE” - When eligibility rules state “DONE” at the end of eligibility step, it means that the rule doesn't check anything else or it doesn't look any further to check eligibility within the specific step.

Gross Income - total pay before taxes or other deductions.

Head of household - is the person who can represent everyone in your family and pays most of the family's expenses. If you pay more than half the cost for your home this year, you are the head of household.

Household (HH) - is composed of one or more people who live together. For SNAP, it applies to people who eat and prepare meals together.

May be eligible - it is not guaranteed but most probably so.

Primary residence - principal and permanent place of residence.

One can have only one primary residence but may own more than one property. A registered legal address (on New York State (NYS) driver's license or non-driver license New York City identification card, on Income Taxes or voters registration) is considered your primary residence.

Unable to Determine - it is unable to know or decide what will be the outcome.

Change Log

These changes are implemented in the NYC Benefits Screening API, on [ACCESS NYC](#), and in this document. The updates originate from the administering government agency.

Program name	Updates Type	Date Implemented in the API
Cash Assistance	Logic and income guidelines	August 2023
SNAP	Logic and income guidelines	July 2023
Cooling Assistance	Logic and income guidelines	July 2023
Child Care Vouchers	Income guidelines	July 2023
Head Start	Logic and income guidelines	May 2023
Older Adult Employment Program	Logic and income guidelines	May 2023
Fair Fares	Logic and income guidelines	May 2023
Lifeline	Logic and income guidelines	May 2023

Covid-19 vaccines	Removed from rule set	May 2023
Affordable Connectivity Program (ACP)	New program added to the screener	March 2023
Child and Dependent Care Tax Credit (CDCTC)	Logic and income guidelines	March 2023
Child Tax Credit (CTC)	Logic and income guidelines	March 2023
Earned Income Tax Credit (EITC)	Logic and income guidelines	March 2023
NYC Free Tax Prep	Logic and income guidelines	March 2023
School Tax Relief Program (STAR)	Logic and income guidelines	March 2023
Child Care Voucher	Income guideline	October 2022
EarlyLearn	Income guideline	October 2022
Senior Employment Services (SES)	Income guideline	March 2022
Fair Fares	Income guideline	March 2022
Child Care Voucher	Logic is updated	March 2022
Emergency Broadband Benefit (EBB)	Removed inactive program	March 2022

Emergency Rental Assistance Program (ERAP)	Removed inactive program	March 2022
Earned Income Tax Credit (EITC)	Income guideline	February 2022
NYC Free Tax Prep	Income guideline	February 2022
Senior Citizen Rent Increase Exemption (SCRIE)	Logic is updated	February 2022
Home Energy Assistance Program (HEAP)	Logic is updated	February 2022
Financial Empowerment Centers	New program added to the screener	December 2021
COVID-19 Vaccines	New program added to the screener	December 2021
NYC NY Connects	New program added to the screener	December 2021
Home Energy Assistance Program (HEAP)	Income guideline	December 2021
Supplemental Nutrition Assistance Program (SNAP)	Income guideline	December 2021
School Tax Relief (STAR)	Income guideline	December 2021

EarlyLearn	Income guideline	December 2021
Child Tax Credit (CTC)	Age limit updated	December 2021
Child Care Voucher	Updated incorrect income limit for household size 6	December 2021
Emergency Broadband Benefit (EBB)	New program added to the screener	July 2021
Lifeline	New program added to the screener	July 2021
Emergency Rental Assistance Program (ERAP)	New program added to the screener	July 2021
3-K for all	New program added to the screener	July 2021
Child Care Voucher	New program added to the screener	July 2021
Commodity Supplemental Food Program (CSFP)	Income guideline	June 2021
Cooling Assistance Benefit	Income guideline	June 2021
Family Planning Benefit Program (FPBP)	Income guideline	June 2021

Head Start	Income guideline	June 2021
Medicaid for Pregnant Women	Income guideline	June 2021
Section 8	Income guideline	June 2021
Women, Infants, and Children (WIC)	Income guideline	June 2021
Earned Income Tax Credit (EITC)	Income guideline	February 2021
Senior Employment Services (SES)	Income guideline	February 2021
NYC Free Tax Prep	Income guideline	February 2021
Fair Fares	Income guideline	February 2021
Home Energy Assistance Program (HEAP)	Income guideline	November 2020
Supplemental Nutrition Assistance Program (SNAP)	Income guideline	October 2020
School Tax Relief (STAR)	Income guideline	October 2020
Train & Earn, Home Care Services Program, Medicaid for Pregnant Women, NYC Free Tax Prep	New program added to the screener	October 2020

Public Housing	New program added to the screener	June 2020
FPBP	Income guideline	June 2020
CSFP	Income guideline	June 2020
Cooling Assistance	Income guideline	June 2020
WIC	Income guideline	June 2020
EITC	Income guideline	February 2020
SES	Income guideline	February 2020
Fair Fares NYC	New program added to the screener	February 2020
HEAP	Income guideline	November 2019
STAR	Income guideline	November 2019
Cooling Assistance Benefit	New program added to the screener	August 2019
Family Planning Benefit Program (FPBP)	Income guideline	August 2019

Commodity Supplemental Food Program (CSFP)	Income guideline	August 2019
HEAP	Logic is corrected: living situation “In Shelter/Homeless” is removed from potential eligibility.	August 2019
COMPASS	Logic is corrected: member condition 'Student' is added to potentially eligible criteria.	August 2019
WIC	Income guideline	August 2019
Supplemental Nutrition Assistance Program(SNAP)	Income guideline	March 2019
Earned Income Tax Credit (EITC)	Income guideline	March 2019
School Tax Relief (STAR)	Income guideline	March 2019
Senior Employment Services (SES)	Income guideline	March 2019
Section 8 Housing	Income guideline	March 2019