**Section 145.130 Tenant Income and Documentation**

Income is any money earned or benefits payment received by the tenant. Adjusted gross income is the amount of income earned after any deductions are made. A tenant rent payment amount shall be calculated based on adjusted gross income over the most recent three-month period.

a) Income that is to be considered when calculating a tenant's household gross income includes:

1) Social Security Supplemental Income;

2) Social Security Disability Income;

3) Earned income;

4) Self-employment/business income;

5) Interest and dividend income or income from other assets or family sources;

6) Pension/retirement income;

7) Unemployment income;

8) Temporary Assistance for Needy Families (TANF); and

9) Armed Forces income.

b) Income that shall not be considered when calculating tenant's household gross income includes:

1) Medical expense reimbursements;

2) Deferred and lump sum Social Security and SSI payments;

3) Self-Sufficiency Program income;

4) Student financial aid;

5) Special pay to a family member serving in the Armed Forces who is exposed to hostile fire;

6) Income of full-time students;

7) Income tax and property tax refunds;

8) Stipends or allowances to persons with disabilities for basic needs and expenses associated with integrated and independent living situations or as incentives for participation in vocational service programs that are funded by a government entity; and

9) Other temporary, nonrecurring or sporadic income.

c) The household must provide the SA or PSH Provider with written documentation of the specific sources of income included in the gross income calculation.

d) The SA or PSH Provider shall gather, maintain and determine the validity of the documentation provided and used to calculate the tenant's rental contribution.

e) If a tenant does not have income due to a psychiatric or other disability, the tenant shall be offered the opportunity for assistance with filing a Supplemental Security Income (SSI)/Social Security Disability Income (SSDI) Outreach, Access, and Recovery (SOAR) application by the PSH Provider or another DMH-contracted provider. A tenant is not required to apply for a disability determination.

(Source: Amended at 47 Ill. Reg. 7096, effective May 15, 2023)