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 | INFORMATIONAL LETTER |  
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TRANSMITTAL: 93 INF-51

TO: Commissioners of  
 Social Services

DIVISION: Economic  
 Security

DATE: December 10, 1993

SUBJECT: Budgeting of the Child Care Disregard

SUGGESTED

DISTRIBUTION: Public Assistance Staff  
 Food Stamps Staff  
 Medical Assistance Staff  
 Staff Development Coordinators  
 CAP Coordinators

CONTACT PERSON: Dottie Mullooly, Bureau of Income Support Programs at  
 1-518-473-3170, extension 4-6853

ATTACHMENTS: None

FILING REFERENCES

Previous ADMs/INFs	Releases Cancelled	Dept. Regs.	Soc. Serv. Law & Other Legal Ref.	Manual Ref.	Misc. Ref.
93 ADM-9		352.19(b)		PASB XVI-F all	

The purpose of this release is to draw attention to the way that the child care information is input on ABEL so that potential errors can be avoided. Because of the return to prospective budgeting in January of this year, workers are using frequency codes other than monthly (M) when entering earned income on ABEL. However, workers are not always remembering to convert the monthly child care expense to an amount that is consistent with the frequency code.

The following example will illustrate the result of entering a monthly child care amount into ABEL when the earned income frequency code is not monthly:

EXAMPLE 1: Ms. Mom earns \$184.99 bi-weekly. She has one child and her child care costs total \$160.00 per month.

The worker entered the following information on ABEL:

LN	30I	30M	SRC	FRQ	D	GROSS	EXEMPT	MMYY	T	AMOUNT
01		00	01	B	P	018499		0488	N	016000

The output showed gross monthly earnings of \$400.81 and monthly child care of \$346.66. That is because ABEL applied the bi-weekly conversion factor (2.166666) against the income and the child care.

To get the correct child care amount in the above example, the worker should have divided \$160.00 by 2.166666. The following is the correct information for the ABEL budget:

LN	30I	30M	SRC	FRQ	D	GROSS	EXEMPT	MMYY	T	AMOUNT
01		00	01	B	P	018499		0488	N	007385

The output will show gross monthly earnings of \$400.81 and monthly child care of \$160.00.

It would also be correct to convert the bi-weekly gross income to monthly ( $\$184.99 \times 2.166666 = \$400.81$ ), and then use the monthly frequency with the monthly child care amount.

The frequency code will determine the conversion factor that is applied to both the income and the child care.

NYC workers should remember to input the monthly daycare amount in all ABEL budget calculations. All daycare amounts must be converted by the worker to a monthly amount prior to input because Downstate ABEL does not contain frequency codes to accomplish the conversion of non-monthly amounts to monthly amounts.

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Oscar R. Best, Jr.  
Deputy commissioner  
Division of Economic Security