



How to Use EC Directmatch to Assist in Determination B-3 Seats

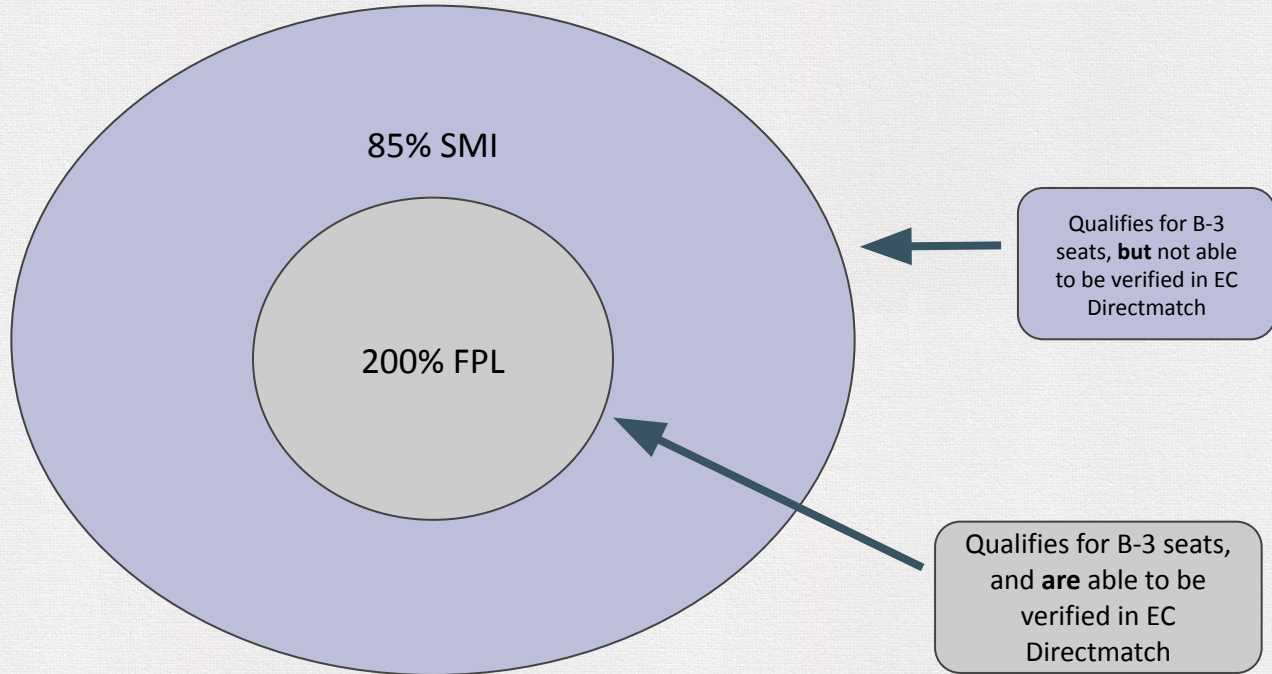
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Income Eligibility

85% SMI is **more** inclusive than 200% FPL

A household at or below 200% FPL is also always below 85% SMI.

A household at or below 85% SMI may not be below 200% FPL.



Eligibility Determination

*Since Directmatch confirms families who may be at 200% FPL or less, RSNs can use EC Directmatch confirmation as **a part** of income verification.*

Recipients of SNAP/Medicaid qualify by being at or below 200% FPL, which is a lower income than 85% SMI.

RSNs **can check** EC Directmatch for all B-3 applicant families. Any families who appear in EC Directmatch meet **income** eligibility. Families who do not appear in EC Directmatch will need to have income calculated by the Ready Start Network.

- *Families may not appear because they may be over 200% FPL, have not ever applied for Medicaid or SNAP, or did not complete application(s) for Medicaid or SNAP.*

Income verification through EC Directmatch means RSNs do not need to calculate income in addition to this verification, but **do still need to** verify employment, training, actively seeking employment, and 20 hours per week requirement.

Remember!

A family who is a “match” in EC Directmatch still needs to **also** meet work/training/actively seeking employment eligibility requirements!

EC Directmatch supplants **income eligibility only**, which is only one part of total eligibility requirements.

If The Results of an EC Directmatch Search Reveals a “Match” ...

RSN continues to confirm eligibility by asking...	Eligibility Requirement to Confirm	Documents to verify eligibility	
Are you employed 20 hours or more per week	Adult is working part- or full-time, a minimum of 20 hours per week.	<u>EITHER:</u> Letter(s) from Employer(s) stating the number of hours adult works per week , dated within 60 days of application	<u>OR:</u> Consecutive Pay Statements within 60 days of the application clearly showing how many hours per week the adult worked
Are you a full-time student or in a full-time training program?	Adult is a full-time student or participating in a training program full time.	Letter from your school’s Office of the Registrar, a current course schedule attesting to your current full-time student status, or letter from the training program lead stating full-time status.	
Are you in a combination of work and training/school?	Adult is involved in a weekly combination of paid employment, school enrollment and/or job training for a minimum of 20 hours per week.	Letter from the Human Resources Office of the job training program in which you are currently enrolled, attesting to your participation in 20 or more hours of job training or a minimum of 12 credit hours per week.	
Are you actively seeking employment?	Adult has a HIRE Account with Louisiana Workforce Commission, or has proof of Unemployment benefits.	Screenshot of HIRE account with applicant’s name clearly on screenshot, and/or unemployment benefits dated within 60 days of application date.	

If a family is found in EC Directmatch, print their verification and put with their application documents as proof of meeting income eligibility. These families still must meet the requirements listed above. This step is to save RSNs from doing additional calculations.

If The Results of an EC Directmatch Search Reveals “No Match” ...

RSN confirms eligibility by asking...	Eligibility Requirement to Confirm	Documents to verify eligibility
<i>The same questions from the previous table</i>	<i>The same eligibility from the previous table</i>	<i>The same eligibility documents from the previous table.</i>
Are you at or below 85% State Median Income?	Earned (employment) and unearned (benefits and other pay) income	<p>Ask for all earned and unearned income documents like: Child Support, SSI benefits, Social Security Administration Benefits, Retirement Benefits, Alimony, Veterans Benefits, etc.</p> <p>Calculate using the LDOE Guidance for calculating income.</p>
<p><i>Calculations of earned and unearned income are only needed if a family does not appear in EC Directmatch.</i></p>		