**Section 114.247 Budgeting Earned Income** **for** **Non-contractual School Employees**

a) Non-contractual school employees are:

1) teachers aides;

2) school secretaries and other clerical workers;

3) school cafeteria workers;

4) school custodians; and

5) other school employees who either have no contract and are laid off during the summer or have a contract or letter of agreement that does not state it is an annual contract or agreement and does not require the employee to work during the summer.

b) The income expected to be received during the first 30 days after application shall be used to determine eligibility and the amount of the assistance grant for the first payment month.

c) A redetermination of eligibility shall be conducted at the beginning of the academic year if the employee received a raise. For the determination of eligibility, income expected to be received during the first payment month for which a grant change could be effected shall be considered. The income is not averaged.

d) Determination of eligibility and the amount of the assistance grant shall be based on the income anticipated to be received during the payment month.

(Source: Amended at 26 Ill. Reg. 164, effective January 1, 2002)