



RENT CALCULATION 360

PRACTICUM BOOKLET

2026

QUADEL

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CHAPTER 1

VERIFYING INCOME and ALLOWANCES

GUIDED ASSESSMENT

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HOUSING CHOICE VOUCHER ONLY

Welcome to Quadel Housing Authority! Please review the attached information supplied by the Thomas Family and determine the family's total annual income.

*Pro Tip: Income exclusions may apply.

Member Name: _____				
Source	Type	Amount	Frequency	Total

Member Name: _____				
Source	Type	Amount	Frequency	Total

Member Name: _____				
Source	Type	Amount	Frequency	Total

© Quadel 2026 **Total Annual Income:** _____

Household Composition

**Codes: Relationship -- Head, Spouse, Other Adult, Child, Grandchild, Foster Child, Live-in Aid Race -- W=White, H=Hispanic, B=Black, AI=American Indian/Alaska Native, AS=Asian/Pacific Islander					
#1	Last Name & Sr. Jr. etc	First Name,	Middle	Age	Social Security #
	Thomas	Lauren	Kate	32	988-62-8844
Race	Birth Place: City, St/Country	Relationship	Disabled Y/N	Sex	Immigration #
	Albany, New York, US	HEAD OF HOUSEHOLD	N	F	
#2	Last Name & Sr. Jr. etc	First Name, Middle Initial	Middle	Age	Social Security #
	Thomas	Phil	James	35	800-48-6255
Race	Birth Place: City, St/Country	Relationship	Disabled Y/N	Sex	Immigration #
	Kansas, Missouri, US	Spouse	N	M	
#3	Last Name & Sr. Jr. etc	First Name, Middle Initial	Middle	Age	Social Security #
	Thomas	James	Paul	17	578-45-6325
Race	Birth Place: City, St/Country	Relationship	Disabled Y/N	Sex	Immigration #
	Indianapolis, Indiana	Son	N	M	
#4	Last Name & Sr. Jr. etc	First Name, Middle Initial	Middle	Age	Social Security #
	Thomas	Frank	Liam	3	875-22-6502
Race	Birth Place: City, St/Country	Relationship	Disabled Y/N	Sex	Immigration #
	Indianapolis, Indiana	Son	Y	M	

Family Income

<u>EMPLOYMENT INCOME: List all current employers</u>			
Employee Name	Employer	Employer Address	Employer Phone #
James Thomas	Sonic Drive In	66 S. Raceway Indianapolis, IN 46231	317-272-4379
Pay Frequency (Weekly, Biweekly, etc.)	Average Hours Worked Per week	Hourly Rate	Start Date
Bi-Weekly	10	8.5	8/22/2025
Employee Name	Employer	Employer Address	Employer Phone #
Lauren Thomas	Indiana University		317-955-2144
Pay Frequency (Weekly, Biweekly, etc.)	Average Hours Worked Per week	Hourly Rate	Start Date
Biweekly	40	20	
Employee Name	Employer	Employer Address	Employer Phone #
Pay Frequency (Weekly, Biweekly, etc.)	Average Hours Worked Per week	Hourly Rate	Start Date

<u>SELF-EMPLOYMENT INCOME:</u>			
Owner Name	Business Type	Monthly Gross Earnings (Average)	Monthly Expenses
Phil Thomas	HVAC Repair	\$2,500	\$500
Business Formation Certificate?	Annual Tax Return?	Business Bank Account?	Start Date
Yes	Yes	Yes	8/1/2020

PUBLIC HOUSING ONLY

Welcome to Quadel Housing Authority! Please review the attached information supplied by the Fields Family and determine the family's total annual income.

*Pro Tip: Income exclusions may apply.

Member Name: _____				
Source	Type	Amount	Frequency	Total

Member Name: _____				
Source	Type	Amount	Frequency	Total

Member Name: _____				
Source	Type	Amount	Frequency	Total

Household Composition

**Codes: Relationship -- Head, Spouse, Other Adult, Child, Grandchild, Foster Child, Live-in Aid Race -- W=White, H=Hispanic, B=Black, AI=American Indian/Alaska Native, AS=Asian/Pacific Islander					
#1	Last Name & Sr. Jr. etc	First Name,	Middle	Age	Social Security #
	Fields	Payton	Luke	67	587-22-1485
Race	Birth Place: City, St/Country	Relationship	Disabled Y/N	Sex	Immigration #
	Indianapolis, Indiana	HEAD OF HOUSEHOLD	Y	M	
#2	Last Name & Sr. Jr. etc	First Name, Middle Initial	Middle	Age	Social Security #
	Fields	Julie	Ann	48	855-77-2014
Race	Birth Place: City, St/Country	Relationship	Disabled Y/N	Sex	Immigration #
	Indianapolis, Indiana	Other Adult	N	F	
#3	Last Name & Sr. Jr. etc	First Name, Middle Initial	Middle	Age	Social Security #
	Davis	Nicholas	Ivan	25	477-85-4652
Race	Birth Place: City, St/Country	Relationship	Disabled Y/N	Sex	Immigration #
	Indianapolis, Indiana	Live In Aide	N	M	
#4	Last Name & Sr. Jr. etc	First Name, Middle Initial	Middle	Age	Social Security #
	Davis Jr.	Nicholas	Ivan	4	265-77-8469
Race	Birth Place: City, St/Country	Relationship	Disabled Y/N	Sex	Immigration #
	Indianapolis, Indiana	Live In Aide	N	M	

Family Income

EMPLOYMENT INCOME: List all current employers

Employee Name	Employer	Employer Address	Employer Phone #
Julie Fields	Indiana Hospital	700 S. Raceway Indianapolis, IN 46231	317-844-6528
Pay Frequency (Weekly, Biweekly, etc.)	Average Hours Worked Per week	Hourly Rate	Start Date
Bi-Weekly	40	26	8/22/2025
Employee Name	Employer	Employer Address	Employer Phone #
Nicholas Davis	Indiana Home Health		317-955-2144
Pay Frequency (Weekly, Biweekly, etc.)	Average Hours Worked Per week	Hourly Rate	Start Date
Semi-monthly	40	12.5	
Employee Name	Employer	Employer Address	Employer Phone #
Pay Frequency (Weekly, Biweekly, etc.)	Average Hours Worked Per week	Hourly Rate	Start Date

SOCIAL SECURITY BENEFITS: (SSI, SSDI, SS, etc)

Family Member	Income Type	\$ Amount Per Month
Payton Fields	Social Security	\$974.00
Payton Fields	SSDI	\$325.00



CHAPTER 1

Adjusted Income

Guided Assessment

HOUSING CHOICE VOUCHER ONLY

Welcome to Quadel Housing Authority! Please review the attached information supplied by the Thomas Family and determine the family's adjusted annual income.

***Pro Tip: Total Annual Income-Deductions/Allowances
=Adjusted Annual Income**

Total Annual Income: _____

Family Expense Information				
Member Name	Type	Amount	Frequency	Total

Family Expense Information				
Member Name	Type	Amount	Frequency	Total

Adjusted Annual Income: _____

CHILDCARE EXPENSE (for children ages 12 and under)

Child Name	Child Care Provider	Child Care Address	Child Care Phone #
Frank Thomas	Loving Hands Childcare	4855 Buckner Ave.	317-988-4766
Family Out of Pocket Cost	Pay Frequency	School Schedule or Year Round	Start Date
200	weekly	Year Round	

MEDICAL EXPENSES: (for qualifying households)

Qualifying household includes a disabled or 65+ head of household, spouse, or cohead

Household Member Name	Expense Type	Source	Address
Lauren Thomas	Prescriptions	Kroger	
Frequency (Weekly, Biweekly, etc.)	Source Phone Number	Annual Expense	Receipts Available (Y/N)
Monthly		2,788.00	Y
Household Member Name	Expense Type	Source	Address
Frequency (Weekly, Biweekly, etc.)	Source Phone Number	Annual Expense	Receipts Available (Y/N)
Household Member Name	Expense Type	Source	Address
Frequency (Weekly, Biweekly, etc.)	Source Phone Number	Annual Expense	Receipts Available (Y/N)

PUBLIC HOUSING ONLY

Welcome to Quadel Housing Authority! Please review the attached information supplied by the Fields Family and determine the family's adjusted annual income.

*Pro Tip: Total Annual Income-Deductions/Allowances
=Adjusted Annual Income

Total Annual Income: _____

Family Expense Information				
Member Name	Type	Amount	Frequency	Total

Adjusted Annual Income: _____

CHILDCARE EXPENSE (for children ages 12 and under)

Child Name	Child Care Provider	Child Care Address	Child Care Phone #
Nicholas Davis Jr.	Loving Hands Childcare	4855 Buckner Ave.	317-988-4766
Family Out of Pocket Cost	Pay Frequency	School Schedule or Year Round	Start Date
200	weekly	Year Round	

MEDICAL EXPENSES: (for qualifying households)

Qualifying household includes a disabled or 65+ head of household, spouse, or cohead

Household Member Name	Expense Type	Source	Address
Payton Fields	Prescriptions	CVS	
Frequency (Weekly, Biweekly, etc.)	Source Phone Number	Annual Expense	Receipts Available (Y/N)
Monthly		1,800.00	Y
Household Member Name	Expense Type	Source	Address
Payton Fields	Dr. Appts	Dr. Lola Phan	
Frequency (Weekly, Biweekly, etc.)	Source Phone Number	Annual Expense	Receipts Available (Y/N)
Monthly		1,050.00	Y
Household Member Name	Expense Type	Source	Address
Payton Fields	Transportation	Medical Transport	
Frequency (Weekly, Biweekly, etc.)	Source Phone Number	Annual Expense	Receipts Available (Y/N)
Monthly		\$1,200.00	Y



CHAPTER 1

TTP & Tenant Rent

Guided Assessment

HOUSING CHOICE VOUCHER ONLY

Determine the Thomas Family's TTP by using the formulas listed below.

Total Annual Income: _____

Adjusted Annual Income: _____

TTP Calculation	
30% of monthly adjusted income Type	_____=adjusted annual income _____=adjusted annual income/ 12 months (adjusted monthly income) _____= adjusted monthly income * 30%
10% of monthly income	_____=total annual income _____=total annual income/ 12 months (monthly income) _____= total monthly income * 10%
QHA Minimum Rent	_____ \$50 _____

Total Tenant Payment (TTP): _____

*Highest of the 3 values above

PUBLIC HOUSING ONLY

Determine the Fields Family's Tenant Rent by using the formulas listed below.

Total Annual Income: _____

Adjusted Annual Income: _____

TTP Calculation	
30% of monthly adjusted income Type	_____=adjusted annual income _____=adjusted annual income/ 12 months (adjusted monthly income) _____= adjusted monthly income * 30%
10% of monthly income	_____=total annual income _____=total annual income/ 12 months (monthly income) _____= total monthly income * 10%
QHA Minimum Rent	_____ \$50 _____

Tenant Rent: _____

*Highest of the 3 values above



CHAPTER 2

SUBSIDY CALCULATION

GUIDED ASSESSMENT

RENT CALCULATION 360 – Practicum Booklet	
Chapter 2 – Rent Burden Guided Assessment	2-2

©

HOUSING CHOICE VOUCHER ONLY

Thomas Family Adjusted Monthly Income: _____

Rent Burden Worksheet		
Fill in the information below and complete the calculations to determine if the unit is affordable.		
1.	Voucher Size	2
2.	Payment Standard	\$1850
3.	Estimated TTP (Copy from page 14)	
4.	Maximum Subsidy (Payment Standard-TTP)	
5.	40% of Adjusted Monthly Income (Adjusted Monthly Income *40%)	
6.	Max Allowable Gross Rent (Max Subsidy+40% of Adjusted Monthly Income)	
7.	Utility Allowance	\$150
8.	Unit Rent	\$1650
9.	Gross Rent (Unit Rent+Utility Allowance)	
10.	Family Share (Amount gross rent exceeds payment standard +TTP) <u>*If the gross rent doesn't exceed the payment standard use 0+TTP</u>	
11.	Percentage of Adjust Income (Family Share/Adjust Monthly Income)	
Is the unit affordable? _____		

PUBLIC HOUSING ONLY

The Fields Family will be responsible for utilities. Calculate their utility allowance using the utility schedule on the page 19. Then calculate the tenant rent.

Tenant Rent Worksheet Fill in the information below and complete the calculations to determine if the unit is affordable.		
1.	Unit Size	3
2.	Heating (Electric)	
3.	Cooking (Electric)	
4.	Other Electric	
5.	Air Contioning	
6.	Water Heating (Electric)	
7.	Water	
8.	Unit Allowance Total	
Final Tenant Rent (Tenant Rent-Utility Allowance) _____		

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Locality/PHA Quadel Housing Authority			Unit Type Row or Townhouse				Date (mm/dd/yyyy) January 1
Utility or Service	Fuel Type	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	Natural Gas	18	21	25	17	31	33
	Bottled Gas	11	12	14	15	19	19
	Electric	20	22	23	27	27	34
	Electric – Heat Pump	21	24	28	30	32	35
	Fuel Oil	19	22	26	29	34	37
	Other						
Cooking	Natural Gas	7	11	15	14	27	35
	Bottled Gas	9	11	13	15	20	24
	Electric	6	11	12	13	24	33
	Other						
Other Electric		23	25	29	32	33	36
Air Conditioning		25	28	34	40	46	52
Water Heating	Natural Gas	11	14	18	20	22	27
	Bottled Gas	12	15	18	20	25	30
	Electric	12	17	20	23	25	32
	Electric – Heat Pump	10	15	26	28	32	38
	Fuel Oil	13	15	25	30	33	40
Water		9	11	14	16	21	23
Sewer		9	14	15	15	19	24
Trash Collection		14	14	14	14	14	14
Other – specify							
Range/Microwave		6	6	6	6	6	6
Refrigerator		4	4	4	4	4	4
Actual Family Allowances – May be used by the family to compute allowance while searching for a unit.					Utility/Service/Appliance		Allowance
					Heating		
Head of Household Name					Cooking		
					Other Electric		
					Air Conditioning		
					Water Heating		
Unit Address					Water		
					Sewer		
					Trash Collection		
					Other		
					Range/Microwave		
Number of Bedrooms					Refrigerator		
					Total		



CHAPTER 3

ANNUAL and ON-GOING

ACTIVITIES

GUIDED ASSESSMENT

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Establishing a Recertification Timeline

A year has passed, and it is time to recertify some of the families in your caseload. The Thomas and Fields families are due for recertification on July 1st. You know how important it is to establish and stick to a timeline when it comes to annual recertifications, so you pull out your calendar.

On the calendars below, start filling in your recertification timeline. Start with when the recert is due, and work your way back to determine when initial contact should be made as well as follow-up contact, and ultimately, when a proposed termination should be sent if needed.

Remember, QHA's policy states that families will be given 10 business days to respond to requests from the Housing Authority.

↑ Today ^ v March 2026 v In office						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Mar 1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17 St. Patrick's Day ↻	18	19	20	21
22	23	24	25	26	27	28
29	30	31	Apr 1	2	3	4

↑ Today ^ ▼ April 2026 In office						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Mar 29	30	31	Apr 1	2	3	4
5 Easter Day	6	7	8	9	10	11
12	13	14	15 Tax Day	16	17	18
19	20	21	22 Administrative Profes	23	24	25
26	27	28	29	30	May 1	2

↑ Today ^ ▼ May 2026 In office						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Apr 26	27	28	29	30	May 1	2
3	4	5	6	7	8	9
10 Mother's Day	11	12	13	14	15 Peace Officers Me	16
17	18	19	20	21	22	23
24	25 Memorial Day	26	27	28	29	30
31	Jun 1	2	3	4	5	6

↑ Today

^ June 2026 v

In office

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
May 31	Jun 1	2	3	4	5	6
7	8	9	10	11	12	13
14 Flag Day ↻	15	16	17	18	19 Juneteenth ↻	20
21 Father's Day	22	23	24	25	26	27
28	29	30	Jul 1	2	3 Independence Day (C)	4 Independence Day ↻

↑ Today

^ July 2026 v

In office

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Jun 28	29	30	Jul 1	2	3 Independence Day (C)	4 Independence Day ↻
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	Aug 1



CHAPTER 3

EIV Review

Guided Assessment

Reviewing EIV

You have sent out the initial reexamination notification to your caseload and now you are waiting for responses. While you wait, you log into the Enterprise Income Verification site and pull income report for the Fields family.

Review the EIVs for the Fields family on the following pages, and make note of anything you think will be important for the recertification.

Notes

Unemployment Benefits

EIV received no benefit data.

Social Security Benefits**Verification Data**

Payment Status Code: U - Active uninsured status
 Date of Current Entitlement:
 Net Monthly Benefit if Payable: \$994.00
 Payee Name and Address: Payton Fields
 56 Hampton Ave
 Indianapolis,
 IN

Payment History of Net Benefits Paid

Date	Federal Amount	Type of Payment
01/01/2026	\$994.00	Recurring Payment
01/01/2025	\$974.00	Recurring Payment
01/01/2024	\$935.00	Recurring Payment
01/01/2023	\$908.00	Recurring Payment
01/01/2022	\$847.00	Recurring Payment
01/01/2021	\$823.00	Recurring Payment
01/01/2020	\$756.00	Recurring Payment
01/01/2019	\$704.00	Recurring Payment

Lump Sum

Date	Amount
12/01/2025	\$0.00

Dual Entitlement

EIV received no benefit data.

Medicare Data

Date Received by EIV: 12/04/2025

Supplemental Security Income Benefits**Verification Data**

Payment Status Code: C01 - Current Pay
 Alien Indicator: C
 SSI Monthly Assistance Amount (Current): \$344.00
 State Supplement Amount (Current):
 Payee Name and Address: Payton Fields

Payment History of Net Benefits Paid

Date	Federal Amount	Type of Payment
01/01/2026	\$344.00	Recurring Payment
01/01/2025	\$325.00	Recurring Payment
01/01/2024	\$286.00	Recurring Payment
01/01/2023	\$273.00	Recurring Payment
01/01/2022	\$246.00	Recurring Payment
01/01/2021	\$225.00	Recurring Payment
01/01/2020	\$198.00	Recurring Payment
01/01/2019	\$142.00	Recurring Payment

Date Received by EIV: 12/04/2025

Disability

Disability: Yes On-set Date:
 Date Received by EIV: 12/04/2025

Report Date: 01/22/2025

Confidential Privacy Act Data. Civil and Criminal penalties apply to misuse of this data.

Report Generated By - MXXXX Quadel HA

* The difference between the gross and net benefit may include the Medicare premium and/or additional deductions, such as garnishments, which are not listed on this report.

Confidential. Privacy Act Data. Civil and criminal penalties apply to misuse of this data.

[Print](#)[Summary Report](#) [Certification Page](#) [Income Report](#)[Print](#)

Income Report for Household of Payton Fields

PHA Code:	IN000	Program Type:	T
PHA Name:	IN000 QHA	Project:	
Annual Reexamination Date:	07/01/2026	Form 50058 as of:	09/01/2022
Address:	56 Hampton Ave		
Most Recent Type of Action:	7-Unit Change	Effective Date:	07/01/2025

Head of Household: Payton Fields

Social Security Number:	***_**_****	Date of Birth:	XX/XX/XXXX
--------------------------------	-------------	-----------------------	------------

Confidential Privacy Act Data. Civil and Criminal penalties apply to misuse of this data.Report Generated By - M XXXX Quadel HA

* The difference between the gross and net benefit may include the Medicare premium and/or additional deductions, such as garnishments, which are not listed on this report.

[Print Household Member Information](#)

Household Member:	Payton Fields	SSN:	***_**_****
Date of Birth:	XX/XX/XXXX	Relationship:	Head
Date Verified	03/30/2026	Verification Status/Code	Verified

Employment Information

EIV received no Employment (W4) data.

Confidential Privacy Act Data. Civil and Criminal penalties apply to misuse of this data.Report Generated By - M XXXX Quadel HA

* The difference between the gross and net benefit may include the Medicare premium and/or additional deductions, such as garnishments, which are not listed on this report.

Wages

EIV received no income data.

Confidential Privacy Act Data. Civil and Criminal penalties apply to misuse of this data.Report Generated By - M XXXX Quadel HA

* The difference between the gross and net benefit may include the Medicare premium and/or additional deductions, such as garnishments, which are not listed on this report.

Reviewing EIV

You have sent out the initial reexamination notification to your caseload and now you are waiting for responses. While you wait, you log into the Enterprise Income Verification site and pull income report for the Thomas family.

Review the EIVs for the Thomas family on the following pages, and make note of anything you think will be important for the recertification.

Notes

Summary Report Certification Page Income Report

Print

Print

Income Report for Household of Lauren Thomas

PHA Code: IN000
PHA Name: IN000 QHA

Program Type: T
Project:

Annual Reexamination Date: 03/01/2026

Form 50058 as 03/06/2025
of:

Address:

Most Recent Type of Action: 3-Interim Reexamination

Effective Date: 03/01/2025

Head of Household: Lauren Thomas

Social Security Number: ***_**_****

Date of Birth: XX/XX/XXXX

Confidential Privacy Act Data. Civil and Criminal penalties apply to misuse of this data.

Report Generated By - MXXX QUADEL HA

* The difference between the gross and net benefit may include the Medicare premium and/or additional deductions, such as garnishments, which are not listed on this report.

Household Member:	Frank Thomas	SSN:	***_**_****
Date of Birth:	XX/XX/XXXX	Relationship:	Other youth under 18
Date Verified	12/04/2025	Verification Status/Code	Verified

EV received no income or benefits data.

Confidential Privacy Act Data. Civil and Criminal penalties apply to misuse of this data.

Report Generated By - M XXX QUADEL HA

* The difference between the gross and net benefit may include the Medicare premium and/or additional deductions, such as garnishments, which are not listed on this report.

Social Security Benefits

Verification Data

Payment Status Code: N - Disallowed claim
Date of Current Entitlement:
Net Monthly Benefit if Payable: \$0.00
Payee Name and Address:

Benefit History

Gross Benefit

Date

Date Received by EIV: 12/04/2025

Lump Sum

Date

11/01/2024

Amount

\$0.00

Dual Entitlement

EIV received no benefit data.

Medicare Data

EIV received no benefit data.

Supplemental Security Income Benefits

EIV received no benefit data.

Disability

Disability:

No

On-set Date:

Date Received by EIV: 12/04/2025

Confidential Privacy Act Data. Civil and Criminal penalties apply to misuse of this data.

Report Generated By - MXXX QUADEL HA

* The difference between the gross and net benefit may include the Medicare premium and/or additional deductions, such as garnishments, which are not listed on this report.

Supplemental Security Income Benefits

EIV received no benefit data.

Disability

Disability:

No

On-set Date:

Date Received by EIV: 12/04/2025

Confidential Privacy Act Data. Civil and Criminal penalties apply to misuse of this data.Report Generated By - M XXX Quadel HA

* The difference between the gross and net benefit may include the Medicare premium and/or additional deductions, such as garnishments, which are not listed on this report.

Household Member:	James Thomas	SSN:	***_**_****
Date of Birth:	XX/XX/XXXX	Relationship:	Other Adult
Date Verified	12/04/2024	Verification Status/Code	Verified

Employment Information

Hire Date	Hire State	FEIN	Employer Name and Address	Date Received by EIV
01/17/2024		00-101010	SONIC DRIVE IN 66 S RACEWAY INDIANAPOLIS, IN	02/14/2024

Confidential Privacy Act Data. Civil and Criminal penalties apply to misuse of this data.Report Generated By - M XXX QUADEL HA

* The difference between the gross and net benefit may include the Medicare premium and/or additional deductions, such as garnishments, which are not listed on this report.

Wages

Pay Period	Amount	FEIN	Employer Name and Address	Date Received by EIV
Q4 of 2025	\$1,080.00	00-101010	SONIC DRIVE IN 66 S RACEWAY INDIANAPOLIS, IN	01/15/2026
Q3 of 2025	\$1,080.00	00-101010	SONIC DRIVE IN 66 S RACEWAY INDIANAPOLIS, IN	11/19/2025
Q2 of 2025	\$161.00	00-101010	SONIC DRIVE IN 66 S RACEWAY INDIANAPOLIS, IN	08/16/2025
Q1 of 2025	\$1,540.00	00-101010	SONIC DRIVE IN 66 S RACEWAY INDIANAPOLIS, IN	05/16/2025
Q4 of 2024	\$4,362.00	00-101010	SONIC DRIVE IN 66 S RACEWAY INDIANAPOLIS, IN	02/15/2025
Q3 of 2024	\$4,037.00	00-101010	SONIC DRIVE IN 66 S RACEWAY INDIANAPOLIS, IN	11/19/2024
Q2 of 2024	\$3,894.00	00-101010	SONIC DRIVE IN 66 S RACEWAY INDIANAPOLIS, IN	08/23/2024

Confidential Privacy Act Data. Civil and Criminal penalties apply to misuse of this data.Report Generated By - M XXX QUADEL HA

* The difference between the gross and net benefit may include the Medicare premium and/or additional deductions, such as garnishments, which are not listed on this report.

Household Member:	Phil Thomas	SSN:	***_**_****
Date of Birth:	XX/XX/XXXX	Relationship:	Spouse
Date Verified	12/04/2025	Verification Status/Code	Verified

Employment Information

Hire Date	Hire State	FEIN	Employer Name and Address	Date Received by EIV
07/11/2014		61-123456	PIEOLOGY BROKAW COMMON LLC 30342 MCDONALD RD INDIANAPOLIS, IN	08/26/2014

Confidential Privacy Act Data. Civil and Criminal penalties apply to misuse of this data.Report Generated By - MATXXX OSCAR M TRINH

* The difference between the gross and net benefit may include the Medicare premium and/or additional deductions, such as garnishments, which are not listed on this report.

Wages

Pay Period	Amount	FEIN	Employer Name and Address	Date Received by EIV
Q4 of 2014	\$140.00	61-123456	PIEOLOGY BROKAW COMMON LLC 30342 MCDONALD RD INDIANAPOLIS, IN	05/22/2015
Q3 of 2014	\$2,728.00	61-123456	PIEOLOGY BROKAW COMMON LLC 30342 MCDONALD RD INDIANAPOLIS, IN	02/20/2015

Confidential Privacy Act Data. Civil and Criminal penalties apply to misuse of this data.Report Generated By - MXXX QUADEL HA

* The difference between the gross and net benefit may include the Medicare premium and/or additional deductions, such as garnishments, which are not listed on this report.

Unemployment Benefits

Pay Period	Amount	Date Received by EIV
Q3 of 2024	\$0.00	11/13/2024
Q4 of 2021	\$3,173.00	02/10/2022
Q3 of 2021	\$1,670.00	11/10/2021
Q2 of 2021	\$1,670.00	08/12/2021
Q3 of 2020	\$0.00	11/19/2020

Social Security Benefits**Verification Data**

Payment Status Code: N - Disallowed claim
Date of Current Entitlement:
Net Monthly Benefit if Payable: \$0.00
Payee Name and Address: Phil Thomas

Benefit History

Date	Gross Benefit
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Lump Sum

Date	Amount
Date Received by EIV: 12/04/2024	10/01/2024 \$0.00

Dual Entitlement

EIV received no benefit data.

Medicare Data

EIV received no benefit data.

Social Security Benefits

EIV received no benefit data.

Dual Entitlement

EIV received no benefit data.

Medicare Data

EIV received no benefit data.

Supplemental Security Income Benefits

EIV received no benefit data.

Disability

Disability:

No

On-set Date:

Date Received by EIV: 12/04/2024

Report Date: 03/13/2025

Confidential Privacy Act Data. Civil and Criminal penalties apply to misuse of this data.

Report Generated By - M XXX QUADEL HA

* The difference between the gross and net benefit may include the Medicare premium and/or additional deductions, such as garnishments, which are not listed on this report.

Household Member: Lauren Thomas SSN: ***_**_****
 Date of Birth: XX/XX/XXXX Relationship: Head
 Date Verified 12/04/2025 Verification Status/Code Verified

Employment Information

Hire Date	Hire State	FEIN	Employer Name and Address	Date Received by EIV
06/25/2021		94-654321	INDIANA HEALTH CENTER 1333 MERIDIAN AVE, Indianapolis, IN	07/18/2021

Confidential Privacy Act Data. Civil and Criminal penalties apply to misuse of this data.
 Report Generated By - M XXX QHA

* The difference between the gross and net benefit may include the Medicare premium and/or additional deductions, such as garnishments, which are not listed on this report.

Wages

Pay Period	Amount	FEIN	Employer Name and Address	Date Received by EIV
Q4 of 2025	\$16,081.00	94-654321	INDIANA HEALTH CENTER MERIDIAN AVE	05/11/2025
Q3 of 2025	\$19,510.00	94-654321	INDIANA HEALTH CENTER MERIDIAN AVE	02/16/2025
Q2 of 2025	\$16,837.00	94-654321	INDIANA HEALTH CENTER MERIDIAN AVE	11/15/2025
Q1 of 2023	\$15,455.00	94-654321	INDIANA HEALTH CENTER MERIDIAN AVE	08/15/2023
Q4 of 2022	\$21,042.00	94-654321	INDIANA HEALTH CENTER MERIDIAN AVE	05/30/2023
Q3 of 2022	\$15,935.00	94-654321	INDIANA HEALTH CENTER MERIDIAN AVE	02/13/2023
Q2 of 2022	\$14,576.00	94-654321	INDIANA HEALTH CENTER MERIDIAN AVE	11/12/2022

Confidential Privacy Act Data. Civil and Criminal penalties apply to misuse of this data.
 Report Generated By - M XXX QUADEL HA

* The difference between the gross and net benefit may include the Medicare premium and/or additional deductions, such as garnishments, which are not listed on this report.

Unemployment Benefits

Pay Period	Amount	Date Received by EIV
Q3 of 2005	\$0.00	12/04/2005
Q4 of 2003	\$1,205.00	10/16/2005



CHAPTER 3

Interim Reexamination Policies

Guided Assessment

Interim Reexamination Policies

PHAs can have very different policies when it comes to processing interims. So let's shift gears, and talk about YOUR housing authority's policies rather than QHA's policies.

Please answer each of the questions below regarding your PHA's interim reexamination policies. If you are unsure about any of the questions, try reviewing your Admin Plan.

1. Is an EIV required when processing an interim?
2. Do you process income decreases?
3. When are income decreases made effective?
4. When are income increases made effective?
5. How soon are families required to report changes to the PHA?
6. Are there other important policies to note when processing interims?