# HELPFUL TIPS <br> FROM THE UNDERWRITING HELPDESK 

## NON-TAXABLE INCOME

Regular sources of income that may be non-taxable include:

- Child Support Income
- Social Security Benefits
- Worker's Compensation Benefits
- Certain types of Public Assistance
- Food Stamps
- Federal and State Government Employee Retirement Income
- Military Allowances

For additional information on taxable and non-taxable income, please see the IRS Income Quick Reference Guide.

## Non-taxable Income: Gross-Up Factors

| Fannie Mae | Gross-Up Factor: 25\% <br> - Must be verified as non-taxable income; supporting documentation can include award letters, policy agreements, account statements, tax returns or other documents that support non-taxable status of income. <br> - If the actual amount of federal and state taxes that would generally be paid by a wage earner in a similar tax bracket is more than $25 \%$ for the borrower's nontaxable income, the lender may us that amount to develop the adjusted gross income, which should be used in calculating the borrower's qualifying ratio. <br> Example: <br> - $\$ 1000$ monthly income $\times 25 \%=\$ 250$ that can be added <br> - $\$ 1000+\$ 250=\$ 1250$ total adjusted gross income |
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| Freddie Mac | Gross-Up Factor: 25\% <br> - Must be verified as non-taxable income; supporting documentation includes most recent tax return for the past year, or other documentation evidencing the income (or portion of income) is tax exempt. <br> - For Social Security income (i.e., retirement income, disability benefits, survivor benefits and Supplemental Security Income), the Seller may gross up 15\% of the income without obtaining additional documentation. For example, if the Borrower's Social Security income is $\$ 1,000 /$ month, the Seller can gross up $\$ 150$ (i.e., $15 \%$ of $\$ 1,000$ ) without obtaining documentation that this portion of the income is tax exempt. <br> - If the actual amount of federal and state taxes that would generally be paid by a wage earner in a similar tax bracket is more than $25 \%$ for the borrower's nontaxable income, the lender may us that amount to develop the adjusted gross income, which should be used in calculating the borrower's qualifying ratio. <br> Examples: <br> 1. Entire income is tax exempt (with documentation): <br> - $\$ 1000$ monthly income $\times 25 \%=\$ 250$ that can be added <br> - $\quad \$ 1000+\$ 250=\$ 1250$ total adjusted gross income |

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2. Portion of income is tax exempt (without documentation):

- $\$ 1000$ monthly income $\times 15 \%=\$ 150$ portion tax exempt
- $\$ 150$ potion tax exempt $\times 25 \%=\$ 37.50$ that can be added
- $\quad \$ 1000+\$ 37.50+\$ 1037.50$ total adjusted gross income

|  | 2. Portion of income is tax exempt (without documentation): <br> - $\$ 1000$ monthly income $\times 15 \%=\$ 150$ portion tax exempt <br> - $\$ 150$ potion tax exempt $\times 25 \%=\$ 37.50$ that can be added <br> - $\$ 1000+\$ 37.50+\$ 1037.50$ total adjusted gross income |
| :---: | :---: |
| FHA | Gross-Up Factor: 15\% <br> - Must be verified as non-taxable income; supporting documentation includes most recent tax return for past year, as well as other supporting documentation to show that the income is non-taxable. <br> - The percentage of Nontaxable income that may be added cannot exceed the greater of $15 \%$ or the appropriate tax rate for the income amount, based on the borrower's tax rate for the previous year. <br> - If the borrower is not required to file tax returns the Mortgagee may gross up Nontaxable income by $15 \%$. <br> - The Mortgagee cannot make any additional adjustments or allowances based on the number of the Borrower's dependents. <br> Example: <br> - $\$ 1000$ monthly income $\times 15 \%=\$ 150$ that can be added <br> - $\quad \$ 1000+\$ 150=\$ 1150$ total adjusted gross income |
| VA | Gross-Up Factor: 25\% <br> - Must be verified as non-taxable income; supporting documentation includes most recent tax return for past year, as well as other supporting documentation to show that the income is nontaxable. <br> - Tax-free income may be "grossed up" for the purpose of calculating DTI only. Example: <br> - $\quad \$ 1000$ monthly income $\times 25 \%=\$ 250$ that can be added <br> - $\$ 1000+\$ 250=\$ 1250$ total adjusted gross income |
| USDA/RD | Gross-Up Factor: 25\% <br> - Must be verified as non-taxable income; supporting documentation includes most recent tax return for past year, as well as other supporting documentation to show that the income is non-taxable. <br> Example: <br> - $\$ 1000$ monthly income $\times 25 \%=\$ 250$ that can be added <br> - $\$ 1000+\$ 250=\$ 1250$ total adjusted gross income |

