

Complying with New Work Requirements to Keep Your SNAP

Many Pennsylvanians will only be able to get 3 months of SNAP every 3 years unless they can show they are exempt from or complying with new work requirements.

New work requirements apply if you are ages 18 to 64, you don't get SNAP for children under 14, and you don't receive a disability benefit.

Many adults meet an exemption from work requirements!

First, check to see if you meet an exemption. An exemption will keep your SNAP safe until your next annual renewal.

If you earn \$217.50 a week before taxes, you are exempt. Make sure the county assistance office (CAO) knows about your work. Find your CAO here:
<https://www.pa.gov/agencies/dhs/contact/cao-information>

If you have a documented health condition that limits your ability to work, you are exempt, but you need to ask your doctor to complete a form.

Go to [CLSphila.org/SNAPchanges](https://www.pa.gov/agencies/dhs/resources/snap/snap-work-requirements-abawds) for a full list of exemptions. Learn more at
<https://www.pa.gov/agencies/dhs/resources/snap/snap-work-requirements-abawds>

If you are not exempt, you must comply by working, enrolling in a job training program, or volunteering to keep your SNAP. You must complete paperwork every six months to show you are complying.

Contact your caseworker at the CAO to learn how to report work or qualifying job training or volunteering activities,

Ways to Comply with Work Requirements:

1. Work 20 hours per week

- If you work 20 hours per week, you are compliant. It's okay if your hours vary from week to week, as long as you work 80 hours in a month. Make sure the CAO knows about your work and how many hours you are working.
- If your hours drop below 80 hours a month, you must report this change to your County Assistance Office within 10 days. You will start using up your 3 months of SNAP. The clock will stop running if you show you are back up to working 20 hours/week or become exempt.

CONTINUED ON REVERSE



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Ways to Comply with Work Requirements (cont'd):

- Your work does not need to be for pay. You could also be paid in-kind (like getting free rent in exchange for work). You will need a letter documenting how many hours you work.
- If you miss some hours for a reason outside your control (such as a medical emergency), you can request “good cause” and still be considered in compliance.
- If your paid work is less than 20 hours/week, you can combine your work with unpaid work or an employment or training program to get up to 20 hours a week.

2. Participate in an employment & training program 20 hours per week

- The CAO may be able to refer you to a program that can help you get a job.
- Searching for a job, outside of these programs, is not enough to comply.

3. Volunteer or do community service

- You can volunteer at any CAO-approved nonprofit that successfully completes a Form PA 1938 for you. You will have to complete an Employment Development Plan at the County Assistance Office, and be assigned to a program that will monitor your hours.
- The number of hours you must volunteer to keep your SNAP is the amount of your SNAP grant divided by \$7.25 (the minimum wage).
 - For example, a single person getting \$292 in SNAP a month must volunteer 41 hours a month to keep their SNAP.
- The CAO can pay for transportation for you to get to your community service site.

If you do not comply with work requirements, you will become subject to the 3-month time limit. Some adults may lose SNAP as soon as December 1, 2025.

The best way to protect your SNAP is to raise your hand if you meet an exemption!

Need legal help?

You can ask for legal help with SNAP appeals. Check here to find your local legal aid program outside Philadelphia: palegalaid.net/legal-aid-providers-in-pa

