



How Summer Internships and Jobs Affect Your Cash Assistance (CA) or Supplemental Nutrition Assistance Program (SNAP) Case

Many young people and their families have questions about how additional income will affect their Cash Assistance (CA) and/or their Supplemental Nutrition Assistance Program (SNAP) case. The exact effects on your case can only be determined by an HRA worker at your Center, but below is some general information about youth summer internships/jobs and how they affect benefits.

Exempt Income

Some income is exempt, meaning that HRA will not count your income and it will not affect your case or your benefits. Use the chart below as a guideline to determine if the income from your internship/job is likely to affect your benefits.

CASH ASSISTANCE (CA)	
If you have a CA case, answer the questions below.	
	
1) Are you under the age of 21?	
<input type="checkbox"/> No.	<input type="checkbox"/> Yes.
The income may affect your benefits.	Go to question 2.
2) Do you live with a parent or guardian who exerts parental control? ¹	
<input type="checkbox"/> No.	<input type="checkbox"/> Yes.
The income may affect your benefits.	Go to question 3.
3) Do you participate in any of the following (at least part-time)?	
<ul style="list-style-type: none">- Elementary or High School- College or University- Training to prepare for future employment- Job Corps Training Program	
<input type="checkbox"/> No.	<input type="checkbox"/> Yes.
The income may affect your benefits.	The income is exempt and will not affect your benefits.²

SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM (SNAP)	
If you have a SNAP ³ case, answer the questions below:	
	
1) Are you under the age of 18?	
<input type="checkbox"/> No.	<input type="checkbox"/> Yes.
The income may affect your benefits.	Go to question 2.
2) Do you live with a parent or guardian who exerts parental control? ¹	
<input type="checkbox"/> No.	<input type="checkbox"/> Yes.
The income may affect your benefits.	Go to question 3.
3) Are you an elementary or high school student or attending classes to receive a High School Equivalency (HSE)? ⁴	
<input type="checkbox"/> No.	<input type="checkbox"/> Yes.
The income may affect your benefits.	The income is exempt and will not affect your benefits.

¹ Contact your center if you are unsure whether the term “guardian who exerts parental control” applies to your situation.

² If an individual on CA graduates from high school or is on summer break and will be attending college in the fall, the income will not affect benefits if they meet the other criteria. However, you must still report this income to HRA.

³ For both SNAP benefits on a combined CA and SNAP case and SNAP benefits on a SNAP only case.

⁴ For SNAP, once an individual graduates from high school, any income may affect benefits.

How Summer Internships and Jobs Affect Your SNAP or Cash Assistance Case (Continued)

Even if the income is exempt, remember it still must be reported to HRA in a timely manner.

How will my non-exempt income affect my CA benefits?

- If you report your income on time, there is an ease period which means that the change will not affect your benefits for the first month that you are employed. So if your internship or summer job is for 2 months, then your benefits will most likely only be affected for one month.
- Reporting your income on time makes you eligible for standard work deductions, which means your benefits will be affected less.
- **If applicable, when you report your income you should also bring in an official document from the job or internship that states when the job will end and when the last pay date will be. This will alert the worker that the income should be removed from the case after that date. If you are unable to bring a document with the last pay date at the time you report your income, you should give us the documentation at the end of your job/internship.**
 - Example: John accepts an internship that begins on Monday, July 6th. He receives his first paycheck on Friday, July 17th. He reports his income to HRA on Monday, July 27th, which is 10 days after his first paycheck. Since he reported his income on time (within 10 days), his income will not affect his benefits until the second half of August. John is also eligible for standard work deductions, so a smaller amount of his income will be added to the case, affecting his benefits less. John submits documentation stating that his last pay date is Friday, August 21st. The income is removed from his case in time for the first benefit payment in September.

What happens if I do not report my income within 10 days of my first pay check?

- If the income from your internship or job is not reported on time, you will not receive the ease period. Your benefits will be affected from the date of your first paycheck, and any overpaid benefits will be taken back by HRA.
- If income is not reported on time, you are not eligible for the standard work deductions.
 - Example: Jane accepts a summer job that begins on Monday July 6th. She receives her first paycheck on Friday, July 10th. She does not report her income to HRA. Her last pay date is August 21st. In September a computer match tells HRA that Jane had income in July and August that was not reported, and therefore she received a higher benefit amount than she should have. A new budget is calculated using that income without standard work deductions. Any extra benefits that Jane should not have received in July and August will be taken back by HRA.

What if I only receive SNAP benefits and not Cash Assistance?

For SNAP, there are different requirements.

Most SNAP households that already have income get to follow 'simplified reporting' rules. Under simplified reporting rules, the only changes in income that you have to report are changes that will cause your monthly gross income to exceed 130% of the monthly federal poverty level for your household size. **Note:** All changes in income must always be reported at recertification and on the Periodic Report.

SNAP households that are **not** already receiving any income must report the income by the tenth day of the month following the month that the job started.

Additionally, any income that is not exempt and that must be added to the SNAP case will receive a deduction if it is reported timely, meaning that it will affect your benefits less.