

Policy Clarification

Cash Assistance – All – PCA-22319-104

Medical Assistance – All – PMA- PMA-22319-304

**Supplemental Nutrition Assistance Program – All –
PFS-22319-504**

**Low-Income Home Energy Assistance – All – PLC-
PLC-22319-604**

Submitted: October 20, 2025

Agency: CAOs

Subject: Furloughed Government Employee Applications

Question: We received a Commonwealth of Pennsylvania Access to Social Services (COMPASS) application this afternoon for a federal employee (and his family). The household is applying for Cash, Supplemental Nutrition Assistance Program (SNAP) and Low-Income Home Energy Assistance (LIHEAP) and he has not received a paycheck since October 1. Has any guidance been issued regarding treatment of applications for federal employees? Can you please provide direction regarding handling of these applications for all programs? An expedited response is requested since the application is pending an Expedited SNAP review.

Response By: DFA/DFPPM

Date: October 27, 2025

County Assistance Offices (CAOs) should review federal employee applications for Cash, SNAP, Medical Assistance (MA) and LIHEAP as they would any other application.

NOTE: Government employees who have been recalled to work, but are not being paid, should be treated the same way as other currently furloughed employees.

The following are important factors to keep in mind when processing the applications:

- Cash assistance, including a Diversion payment, received due to delayed wages is subject to reimbursement, see [SHB 915](#). When interviewing the

applicant, have them sign a FIRM 176-K acknowledging that repayment may be needed.

- For example, if the cash applicant/recipient is furloughed or working without pay in October and anticipates getting back pay for October then the cash benefits received in October are subject to reimbursement. Follow procedures in [SHB 915.31](#).
- When determining eligibility for expedited SNAP, the CAO will process as usual, taking the client statement and issuing the benefits if eligible.
- For ongoing SNAP, individuals must report a change in circumstances by the 10th day following the month of change. SNAP is not subject to reimbursement.
- For MA, the CAO will consider the total countable earned and unearned income when determining MA eligibility. If the individual is in a “non-pay status”, their income will only be considered in the months it is received. When an individual returns to a “pay status”, the income must be reported in accordance with [MAEH 370.1](#), which states, “a change in income will be reported by the tenth day of the month after the month the individual actually gets it.”

NOTE: Most furloughed employees remain enrolled in healthcare coverage through their employer. The Third Party Liability information must be provided in accordance with [MAEH 338.2](#).

- LIHEAP eligibility is based on the previous month’s income, therefore, if the federal employee applied in November the CAO would be looking at the income received in October when determining eligibility. LIHEAP is not subject to reimbursement.