



General Information System (GIS) Message

Section 1

Transmittal:	25DC040 Upstate and New York City
Date:	June 17, 2025
To:	Subscribers
Suggested Distribution:	Commissioners, Temporary Assistance Directors, Staff Development Coordinators
From:	Valerie Figueroa, Deputy Commissioner Employment and Income Support Programs
Subject:	Release of Revised PUB-5118: Work Pays Infographic and PUB- 5120: Working and Your Benefits
Effective Date:	Immediately
Contact Information:	Employment and Advancement Services Bureau: (518) 486-6106 EASBureau@otda.ny.gov Temporary Assistance Bureau: (518) 474-9344
Attachments:	Pub-5118 Work Pays Infographic Pub-5120 Working and Your Benefits

Section 2

The purpose of this General Information System (GIS) message is to inform social service districts (districts) that the PUB-5118: “Work Pays Infographic” and PUB-5120: “Working and Your Benefits” have been revised to reflect the updated rate for the Standard Earned Income Disregard, effective June 1, 2025. These publications are designed to support the promotion of work and financial stability for low-income households, particularly working families.

New for this release, the Standard Earned Income Disregard will be 64% effective June 1, 2025.

These publications provide districts with a tool to help illustrate the advantages of employment and explain the impact of job entry on a TA household’s benefits and eligibility.

These publications are intended to be used by stakeholders who interact and work with low-income households, such as districts, Career Center partners, other government agencies, community-based organizations (CBOs), employers, and employer associations. Districts are strongly encouraged to share this resource with their local partners as appropriate.

Forms Information

- The revised English version of the PUB-5118: “Work Pays Infographic” and PUB-5120: “Working and Your Benefits” are Web Only forms.
- The above referenced documents have been posted on the OTDA Intranet website at http://otda.state.ny.net/ldss_eforms/default.htm and are available for downloading by local districts for reproduction locally.
- Upon the release of this GIS, all previous versions of the “Work Pays Infographic” and “Working and Your Benefits” must immediately be recycled and replaced with the revised 06/25 version.
- These documents are Web-posted only forms. They are only available online and are not available in hard copy from the New York State Office of Temporary and Disability Assistance (OTDA).
- Questions concerning Web-posted only forms should be directed to BMS Document Services at (518) 474-9522.
- Any previously approved Local Equivalent of these forms should be resubmitted, reflecting the current updates, to the mailing address below for review and approval:
Otda.sm.Local.Equivalent.Requests@otda.ny.gov