



Office of Temporary and Disability Assistance

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General Information System (GIS) Message

Section 1

Transmittal:	25DC077 Upstate and New York City
Date:	November 18, 2025
To:	Subscribers
Suggested Distribution:	Commissioners, PA Directors, SNAP Directors, HEAP Directors
From:	Valerie Figueroa, Deputy Commissioner, Employment and Income Support Programs
Subject:	Exemption of donations or funding that is earmarked for food
Effective Date:	Immediately
Contact Information:	PA Bureau at 518-474-9344 or tabureau@otda.ny.gov , SNAP Bureau at 518-473-1469 or SNAPBureau@otda.ny.gov , HEAP Bureau at 518-473-0332 or NYSHEAP@otda.ny.gov

Section 2 - Purpose

This GIS is to remind social service districts (districts) on how to budget donations or funds that are credibly earmarked for a specific purpose for the Public Assistance (PA), Supplemental Nutrition Assistance Program (SNAP) and Home Energy Assistance Program (HEAP). The guidance specifically addresses donations specifically for purposes of purchasing food to address the SNAP delay of November benefits.

Section 3 - PA

For PA, in accordance with 18 NYCRR 352.16(a), income or resources that are credibly earmarked for a specific purpose, such as a need for food caused by the delay in SNAP benefits, must not be considered available. Non-recurring donations from organizations made to households impacted by the SNAP delay to purchase food would be considered exempt so long as giver specifies the intended use of the donation.

Section 4 - SNAP

Because these donations are disregarded as income for TANF as described above, they may be excluded as income under 7 USC 2014(d)(18) and 7 CFR 273.9(c)(19). Under the simplified

definition of income option, a state may exclude as income any type of income which it excludes in its TANF program.

Additionally, consistent with the requirements in 7 CFR 273.9(c)(8) (Income Exclusions), lump-sum nonrecurring payments are not considered to be income, and such payments are instead counted as resources in the month received, unless otherwise specifically excluded from consideration as a resource. Most SNAP households are not subject to a resource test due to Broad Based Categorical Eligibility; therefore, impact must be determined on a case-by-case basis.

Section 5 - HEAP

Non-recurring lump sum payments, when such payments are not for a specific period of time, are excluded from the household's income when determining HEAP eligibility. This includes gifts or donations for the purchase of food or other household necessities.