

# Student Eligibility for Food Assistance in the COVID-19 Pandemic

**The following guidance is to be used only during the COVID-19 pandemic  
Counties will be advised of its discontinuance**

Many students who became eligible for Food Assistance (FA) by participating in work-study or employment have lost this status due to the economic impacts of COVID-19. Currently, certain aspects of Employment First (EF) have been limited, meaning students who would normally be able to gain their FA eligibility cannot participate in employment activities or EF. Counties are able to provide these students with good cause for not participating in work-study or employment. Therefore, Food Assistance Policy and Automation are providing the following guidance to be used for these students until the Pandemic has passed.

## Data Entry:

1. Go to Medical Conditions page and select the student in the member list
2. Add a new record
  - For initial applications, enter the application date as the Effective Begin Date
  - For ongoing cases, enter the first of the month following the loss of employment or work-study as the Effective Begin Date
3. Under 'Ability to Work,' select 'No'
4. Under 'Disability Type,' select 'Temporary'
5. In the Begin Date field, enter the effective begin date that was used in step 2
6. Enter the application date or date the change was reported in 'Date Reported' field
7. Include a detailed case comment explaining the action you are taking and why



Still have questions about this data entry?

Please contact the SNAP Automation team at [CDHS\\_FA\\_CBMSInquiries@state.co.us](mailto:CDHS_FA_CBMSInquiries@state.co.us).

