



NC DEPARTMENT OF  
**HEALTH AND  
HUMAN SERVICES**

**ROY COOPER** • Governor

**MANDY COHEN, MD, MPH** • Secretary

**SUSAN OSBORNE** • Assistant Secretary for County Operations for  
Human Services

February 22, 2021

**Dear County Directors of Social Services**

**Attention:** Food and Nutrition Services Work First and Energy Programs Administrators,  
Managers and Supervisors

**Subject:** Combine Pandemic Unemployment Insurance Benefit (PUIB) Types

**Priority:** Information Only

The purpose of this letter is to provide clarification regarding entering multiple countable federal and state Pandemic Unemployment Insurance Benefits (PUIB) into NC FAST.

Some Food and Nutrition Services recipients are receiving multiple countable federal and state unemployment insurance benefits. When this occurs, combine the PUIB, and enter the amount as unearned income. PUIB must be combined with the already existing benefit type and the case file must be thoroughly documented, verifying each type of countable income. When either type of PUIB has exhausted, end date the benefit evidence and start a new evidence with the new PUIB amount. Utilize the [Reference Chart of Unemployment Insurance Benefit Types](#) to determine countable and non-countable PUIB.

We hope this information is beneficial. Submit any questions regarding this information to the Operational Support Team (OST) at [DSS.Policy.Questions@dhhs.nc.gov](mailto:DSS.Policy.Questions@dhhs.nc.gov).

Sincerely,

Carla West, Senior Director for Economic Security  
Division of Social Services, Economic and Family Services

CLW/vd

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**NC DEPARTMENT OF HEALTH AND HUMAN SERVICES • DIVISION OF SOCIAL SERVICES • ECONOMIC AND FAMILY SERVICES**

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