What's Changed on 12/28/2020

Change: Elevating Institutions to PST
Change: CA Real Property
Change: NA Temporary Out of State Policy Changes
Reminder: Policy Dissemination Process
Reminder: Budgeting Earned Income for CA and NA
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General Information: EBT Online Purchases
General Information: Forms Update

This page relays to staff and the public of changes to the Cash and Nutrition Assistance Policy (CNAP) Manual regarding policy, procedures, and forms. Reminders and general information may also be displayed on this page. Prior What's Changed pages are listed in FAA6.R01 of the CNAP Manual.

The above list summarizes the information on this page. Within the CNAP Manual, each item listed above links to screens below.

Change: Elevating Institutions to PST

EFFECTIVE DATE: (Effective for all interviews completed on or after 12/28/2020.)

To ensure all information is provided, staff will now use the Request to Verify Eligibility of an Institution (FAA-1789A) when elevating an institution to PST for review.

Staff must now use the FAA-1789A when elevating an institution to PST for review to assist PST with the eligibility certification determination of the institution.

Policy reference(s) revised due to this change:

FAA2.J06C.01 – Treatment Center Resident Approval Procedures   Prior Policy

Updated requirements for treatment centers to match CFR definition. Added that a treatment center must be operated by either a private nonprofit organization or a publicly operated community mental health center. (Effective with all interviews completed on or after 12/28/2020)

Prior Policy

FAA2.J06C.04 – Treatment Center Responsibilities   Archived 12/28/2020

Updated information for requirements for monthly client roster and made changes to reflect the changes made to the FAA-0620A. (Effective with all interviews completed on or after 12/28/2020)

Prior Policy

FAA2.J06C.05 – Treatment Center – FAA

[Responsibilities for NA](#)

Updated policy to reflect changes to FAA-0620A form. Removed actions needed for the FAA-0620A and the requirement to complete it. (Effective with all interviews completed on or after 12/28/2020)

FAA2.J06G – [Residents of Institutions](#)   [Prior Policy](#)

Title changed from Residents of Institutions – NA. Updated verbiage for clarity. Removed exception and made it part of the policy. (Effective with all interviews completed on or after 12/28/2020)

[Prior Policy](#)

FAA2.J06G.01 – [Maintaining Institutions in HEAplus](#)   Archived
12/282020

Added verbiage about the new Request to Verify Eligibility of an Institution (FAA-1789A) form. Removed duplicate information. (Effective with all interviews completed on or after 12/28/2020)

Change: CA Real Property

EFFECTIVE DATE: Effective for all interviews completed on or after 12/28/2020.

This change was made to align the CA real property policy with the NA policy.

The CA real property six-month exclusion and lien policy have been removed. Participants are no longer required to complete the Agreement to Establish Lien (FAA-1712A) form or to repay benefits from the sale of their property. FAA staff are no longer required to elevate the FAA-1712A to the Policy Support Team to establish a lien.

Policy reference(s) revised due to this change:

FAA4.D03K.04 – [Real Property - Not for Sale](#)   [Prior Policy](#)

Removing six-month exclusion of real property for the CA program. Policy is now aligned with the NA program. (Effective for all interviews completed on or after 12/28/2020.)

FAA4.D03K.05 – [Real Property - For Sale](#)   [Prior Policy](#)

Removing six-month exclusion of real property for the CA program. Policy is now aligned with the NA program. (Effective for all interviews completed on or after 12/28/2020.)

FAA4.D03K.06 – [Real Property - CA Six Month Exclusion](#)
[Prior Policy](#)

Removed this section of policy. No longer applicable. (Effective for all interviews completed on or after 12/28/2020.)

FAA4.D03K.07 – Real Property - Not for Sale   [Prior Policy](#)

Removed this section of policy. No longer applicable. (Effective for all interviews completed on or after 12/28/2020.)

FAA4.E03E – Categorically Eligible Participant's Resources
[Prior Policy](#)

Removed this section of policy. No longer applicable. (Effective for all interviews completed on or after 12/28/2020.)

Change: NA Temporary Out of State Policy Changes

EFFECTIVE DATE: (Effective for all interviews completed on or after 12/28/2020.)

This change was made as a result of a clarification provided by the Food and Nutrition Service.

There is no specific time limit on how long the participant may be out of state and retain Arizona residency. The participant must intend to return to Arizona when the reason for the absence is completed.

Policy reference(s) revised due to this change:

FAA2.C04C – Temporary Out of State Requirements   Prior Policy

Revised NA residency requirements. There is no specific time limit on how long the participant may be out of state and retain Arizona residency. The participant must intend to return to Arizona when the reason for the absence is completed. (Effective with all interviews completed on or after 12/28/2020.)

Reminder: Policy Dissemination Process

Effective 01/04/2021, the Policy Dissemination process will change from a monthly process to a weekly process.

Discussion of the subjects on the What's Changed page and completion of the Policy Dissemination Review/Training Confirmation (FAA-1215A) form must be done weekly by close of business on one of the following days:

● Wednesday on standard weeks

● Thursday on weeks where Monday is a holiday

Please plan your office schedules accordingly.

More details about this change will be available on the What's Changed page on 01/04/2021.

Reminder: Budgeting Earned Income for CA and NA

The income type codes WA, OA, and OF are used to budget income. The income type code WA counts income for both CA and NA. The OA income type code counts income just for CA, and the OF income type code counts income just for NA.

General Information: Post Changes

The survey results are in! Over 80% of staff prefer receiving notification from the FAA Policy Support Team (PST) on the What's Changed page.

There were multiple comments about not wanting to read both the Post email and the What's Changed page. Therefore, effective 01/04/2021, PST will send a Post email with no attachment. The Post email will be a reminder to read the What's Changed page and will provide the link.

General Information: EBT Online Purchases

ALDI grocery stores now accept EBT benefits for purchases online. ALDI online purchases can be

made at www.instacart/aldi.

Local grocery store customers may have the following options:

- Pick up the items ordered at the store.
- Have the items delivered to a specific address provided by the participant.

Not all grocery stores offer the delivery option, or they may not be able to deliver to a specific address. Participants should contact the store for the options available, including delivery cost options.

NA benefits cannot be used to pay for delivery fees. CA participants can use their CA EBT Account to pay for fees. For more information, see FAA Pilot Programs in the CNAP Manual.

General Information: Forms Update

Changes to Forms – 12/19/2020 through 12/28/2020

As a reminder, it is important not to save documents on your desktop or a folder. It is better to use the form you need directly from the Document Center. Forms are frequently updated and sometimes the current form must be used for programming purposes.

Revised forms:

- Treatment Center Change Report (FAA-0620A) form

Newly created forms:

- Request to Verify Eligibility of an Institution (FAA-1789A) form

Revised Marketing Materials (Posters, Pamphlets, Flyers):

- No revisions to marketing materials were made during the specified period