

.03 Compliance with NA Renewal Requirements in the Month After the NA Approval Period Ends

REVISION 48
(01/01/20 - 12/31/20)

The budgetary unit may comply with the NA Renewal requirements in the month after the end of the NA approval period. Determine the proration date based on the following:

- When the delay is the fault of FAA, complete the following:
Reopen the case on the REPT screen in AZTECS.
Determine NA from the first day of the initial month of the new NA approval period.
(See [Administrative Corrections](#) to determine the correct REPT Reason Code) For a Decision Tree, see [NA Compliance After Closure and NA Compliance in the Second 30 Days](#). (Internal use only)
- When the delay is the fault of the participant and the participant takes the required action, complete the following:
Register the renewal application on the APMA screen as a new application.
Prorate NA from the date the participant takes the required action.
Document the [case file\(g\)](#) to show the following:
 - The date the participant took the required action.
 - The participant's compliance in the month after the end of the NA approval period.

Once all actions are completed, send the [appropriate notice](#).