

## **C Drug/Alcohol Treatment/Rehabilitation Centers - NA**

Narcotic addicts or alcoholics may regularly participate in residential drug or alcoholic treatment programs. These budgetary units may participate in the NA program.

Policy and procedures for determining eligibility for applicants who are residents of treatment centers are outlined as follows:

- [Treatment Center Requirements](#)
- [Treatment Center Resident Approval Procedures](#)
- [Treatment Center Resident Processing Standards](#)
- [Responsibilities of the Treatment Centers](#)
- [FAA Responsibilities for Treatment Centers](#)
- [Disqualification of Treatment Centers](#)

### **.01 Treatment Center Requirements**

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A treatment center may be eligible to receive NA for its residents. The treatment center is eligible when it receives, or is eligible to receive, funding under Title XIX, Part B of the Public Health Service Act.

This requirement is met when a treatment center meets one of the following criteria:

- Certified under Title XIX as a drug and alcohol treatment center by one of the following:
  - Arizona Department of Health Services (ADHS) Office of Behavioral Health Licensure (OBHL).
  - Indian Health Service (IHS).
  - Bureau of Indian Affairs (BIA) when on federal land.
- Certified by [FNS\(g\)](#) as a retailer that provides residential treatment for drug and alcohol abuse, and redeems its NA through a wholesale vendor.

The treatment center must also be one of the following:

- Private, nonprofit organization
- Publicly operated community mental health center

The Policy Support Team (PST) maintains a list of all institutions that have been reviewed by PST. To view the list, see the [PST Institution List](#) (for internal use only). When the facility is not listed, see [Maintaining Institutions](#).

## **.02 Treatment Center Resident Approval Procedures**

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Determine eligibility for budgetary units living in these specialized living arrangements. The same eligibility criteria apply to treatment center residents as other NA budgetary units, and also includes the following additional criteria:

- The treatment center resident must be a one-person budgetary unit unless their children are living with the resident. Other mandatory budgetary unit members should not be included.
- Application and approval must be completed through an [NA representative](#) who meets the following:
  - An employee of the nonprofit organization or institution that administers the treatment program
  - Designated by a responsible center official
  - Present at the interview and signs the application
- The center receives and spends the benefits for food prepared by, or served to, the resident budgetary unit.
- Residents in treatment centers participating in NA are exempt from [work registration](#).

Y must be keyed in the GLA/REHAB field on REAP.

## **.03 Treatment Center Resident Processing Standards**

Participants residing in treatment centers have the same rights as all other NA budgetary units including, but not limited to, the following:

- [Expedited services](#)
- [Notices of changes](#)
- [Appeals](#)
- [Lost benefits](#)

## **.04 Treatment Center Responsibilities**

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On the fifth of each month, an approved treatment center provides a client roster to the [Policy Support Team \(PST\)](#).

When a participant moves into or leaves the center, the center provides a completed Treatment Center Change Report (FAA-0620A) form to the PST.

The [NA representative](#) must be familiar with the budgetary unit's circumstances. The center should carefully review those circumstances with the resident before applying on their behalf.

The center is responsible for any [overpayments](#) caused by misrepresentation or fraud committed in the eligibility decision of center residents.

The center assumes total liability for NA benefits lost or misused while being held on behalf of a resident budgetary unit. FAA must establish a claim for any overpayments when they occur. The center is responsible for notifying the PST of any changes in the resident budgetary unit's income or circumstances.

When the resident budgetary unit leaves the center, the center can no longer act as the budgetary unit's NA representative. In this situation, the center must complete the following:

- Notify FAA of the change and, when possible, provide the participant with a Change Report (FAA-0412A) form. The center must advise the participant to report the change to FAA within 10 days.
- Provide the participant with their EBT card when it was in the center's possession. The center must return all EBT cards that were not taken by exiting residents to FAA by the end of each month.
- When the center has not spent any benefits on behalf of the resident's budgetary unit, the center returns the entire monthly amount of benefits to the participant.

- When the benefits have already been used by the center for the resident's budgetary unit, the center completes one of the following:

When the resident leaves the center prior to the 16th day of the month, the center ensures the household has one-half of its monthly NA benefit allotment remaining on their EBT card.

When the resident leaves the center on or after the 16th day of the month, the participant is not eligible to receive any of the benefits back for the benefit month.

When a participant leaves the center before the 16th of the month without prior notice, the center must attempt to contact the participant and return the NA benefits to them.

When the center is unsuccessful in contacting the participant and has not spent any of the participant's benefits in the benefit month, the center must return the benefits to FAA. The benefits must be returned by the end of the calendar month in which ineligibility occurred.

#### **.05 Treatment Center – FAA Responsibilities for NA**

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Certain FAA responsibilities are completed to ensure each treatment center meets their minimum requirements.

When the minimum requirements are met, treatment centers are added to the institution list that is maintained by the Policy Support Team (PST). (See [Maintaining Institutions.](#))

The PST establishes and monitors the eligibility status of participating treatment centers. To establish a treatment center's eligibility status, PST completes the following:

- Obtains proof of and review the treatment center's Title XIX certificate, contract, or [FNS\(g\)](#) certificate.
- Explains the [treatment center's requirements](#) and [responsibilities](#).
- Completes the Institution Determination Checklist (FAA-1557A) form to determine whether the center is eligible.

When eligibility has been verified, and the treatment center wants to proceed with the process, complete the following:

- The center designates an [NA representative](#). Request that the representative provide written proof of the designation.
- Meet with the representative at the treatment center, at the time the center is approved to participate, to review the center's rights and responsibilities. Additional meetings are needed when a new NA representative is appointed or at the request of the center.
- Complete the Rehabilitation Center Eligibility Review (FAA-0620B) form following the visit with the representative.

To monitor a treatment center's eligibility, PST completes the following:

- An on-site visit at least once every twelve months.
- Uses the visits to verify the accuracy of the monthly reports and to check that the state records are consistent and up to date.
- The FAA-0620B following an onsite review and places the completed form in the center's case record.
- Establishes and maintains a case record for each center.
- Monitors the timely receipt of the treatment center's monthly roster. The center must provide the roster to PST by close of business on the fifth of each month.
- Monitors the timely receipt of the Treatment Center Change Report (FAA-0620A) form received from each center. Also monitor the accuracy of the center's FAA-0620A.
- At the end of each month, reviews the FAA records for the benefits that are returned to FAA from the center. Ensures that all benefits the center is not eligible to keep are returned.

When the monthly roster is received, PST completes the following:

- Compares the list of current residents on the report with the previous report turned in.
- Updates AZTECS with any new information found on the report.
- Contacts the center to resolve any discrepancies when a change has not been reported to FAA.
- When it is determined that irregularities or apparent program violations exist, contacts the appropriate entities, when needed, to obtain further information.

When the FAA-0620A is received, PST completes the following:

- Accesses AZTECS when a participant no longer lives at the center. Ensure a change of address was completed.
- When a resident's change of address is reported on the FAA-0620A, PST updates the participant's address in AZTECS and HEAplus and sends a Change of Address Information (C008) notice to the client's new address.
- Ensures the center correctly returned EBT cards and applicable benefits to the participant. When the center has an Authorized Representative EBT card, ensures it is deactivated.

#### **.06 Treatment Center Disqualifications**

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A treatment center or institution may be penalized or disqualified when any of the following is discovered:

- NA benefits are misappropriated administratively or judicially.
- Benefits are used for purchases that do not contribute to a resident participant's meals.
- The center fails to provide the required monthly roster.
- The center fails to provide the Treatment Center Change Report ([FAA-0620A](#)) form that identifies the proper use of benefits.

Alert a member of FAA management when any center is suspected of misappropriating a participant's benefits. The following must occur:

- FAA management forwards a completed Request to Verify Eligibility of an Institution (FAA-1789A) form to the [Policy Support Team \(PST\)](#) via email, indicating the request is for possible violation of policy.
- PST reviews the information and determines when further investigation is needed. When needed, PST sends a request of investigation to the [Office of Special Investigations \(OSI\)](#).

When the institution is authorized by FNS as a retail food store, PST promptly notifies FNS when there is reason to believe that the institution has misused benefits in its possession. FAA must have

FNS approval to impose penalties or a disqualification on a treatment center.

When FNS disqualifies an organization or institution, FAA suspends its [NA representative](#) status for the same period.

Residents of disqualified institutions are ineligible to receive NA benefits during the period of disqualification. In this situation, the following apply:

- [NOAA](#) is not required.
- Deny or close the cases using the RI Denial or Closure Reason Code.
- Send the [F200 notice](#) informing the residents of the determination and the effective date of the closure.

The PST must ensure the disqualified treatment center is listed as ineligible on the [PST Institution List](#) (for internal use only). (See [Maintaining Institutions](#).)

#### **D Group Living Arrangements (GLA)**

A Group Living Arrangement (GLA) is a certified public or private nonprofit residential setting that serves no more than 16 blind or disabled persons.

Policy and procedures regarding Group Living Arrangement and residency are organized as follows:

- [GLA Eligibility Requirements](#)
- [Eligibility Determinations of GLA Residents](#)
- [GLA Special Deductions](#)
- [GLA Responsibilities](#)
- [FAA Responsibilities Regarding GLAs](#)
- [Disqualification of GLAs](#)

(For additional policy, see [Resident of an Institution - NA](#))

#### **.01 GLA Eligibility Requirements**

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To be eligible, a Group Living Arrangement (GLA) must meet one of the following criteria:

- Certified by the appropriate State agency under section 1616(e) of the Social Security Act. The following agencies certify such facilities:

Arizona Department of Health Services (ADHS)

Department of Economic Security (DES) Division of Developmental Disabilities (DDD)

- Authorized by [FNS](#) to accept NA

GLAs may handle meals in the following ways:

- Have meals prepared and served at the facility to the group residents.
- Have meals prepared at the facility and delivered to the residents at the facility.
- Have meals prepared individually by the resident to be eaten individually.
- Have meals prepared by a group of residents to be eaten together.

NOTE When personalized meals are prepared and paid for with an individual participant's NA benefits, the GLA must ensure that the resident's NA benefits are used for the meals which are intended for that resident.

## **.02 Eligibility Determinations of GLA Residents**

**[REVISION 49](#)**  
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Prior to certifying any GLA residents, the GLA must be listed as an approved institution on the [PST Institution List](#) (for internal use only). The [Policy Support Team \(PST\)](#) must verify that the GLA is authorized by FNS or is certified by the appropriate agency and verify that it is a nonprofit organization. When a GLA is not listed on the PST Institution List, see [Maintaining Institutions](#).

Only GLA residents who meet the definition of blind or disabled are eligible for NA benefits. (See [Disabled for NA](#))

Determine eligibility for residents of GLAs using the same eligibility criteria as other NA budgetary units. The GLA determines when a



participant may apply on their own behalf. When making this decision, the GLA considers the following:

- The physical and mental competence of the applicant.
- The ability of the applicant to understand the application process and be responsible for their statements.

When applying for benefits, the GLA resident can apply for benefits one of the following ways:

- The GLA serves as the [NA representative](#) for the resident.
- The resident applies for benefits on their own behalf.
- The resident applies for benefits using their own NA representative who is not employed by the GLA.

When the resident applies through the GLA's authorized NA representative, the residents must apply as one-person budgetary unit. The GLA receives the benefits and spends it for food prepared by, or served to, the eligible residents.

When the GLA has determined a resident may apply on their own behalf, the resident may apply without the assistance of an NA representative as a one-person budgetary unit. The GLA residents may also apply as group of residents. A group of residents within a GLA may be a budgetary unit when they meet [NA budgetary unit](#) requirements. The GLA decides when a group of residents may apply as one NA budgetary unit. When GLA residents are approved as a group, any of the following may occur:

- The NA benefits may be returned to the GLA to purchase food for meals consumed by these residents together or individually.
- The residents may keep the benefits and use them to purchase meals supplied by the GLA. Residents may also purchase food with the NA benefits to prepare by themselves.
- A resident, or group of residents, have all the responsibilities of any other budgetary units. This includes reporting changes and liability for any overpayments.

### **.03 GLA Special Deductions**

The GLA may charge the budgetary unit a residential fee to live in the GLA. Allow the fee as a shelter expense when determining [shelter deductions](#) for the budgetary unit.

There may be other expenses included in the residential fee. When identifiable, deduct the expenses from the balance allowed as the residential fee. Other expenses may include medical expenses. When allowable, use the medical expense as an expense deduction. (See [Allowable Medical Expenses](#))

The GLA may charge a basic rate for room and board and a higher rate based on the amount of medical care needed. Consider the following:

- Use the basic rate minus the NA maximum benefit for a one-person budgetary unit to establish the shelter expense. (See [Thrifty Food Plan](#))
- Use the difference between the basic rate and the higher rate as an allowable medical expense. Do not allow a medical or shelter deduction when the expense amounts cannot be separately identified.

GLA NA participants may be in a group situation in which they pay rent and purchase and prepare their own meals. In this situation, the GLA waives the residential fee. Consider the amount of the billed rent as a shelter expense.

The residential fee may include an amount for meals, but the amount cannot be identified. Count only the amount of the total payment that exceeds the maximum NA benefit for one participant as a shelter expense.

More than one resident may apply as part of the same NA budgetary unit. Deduct the NA maximum benefit amount for one participant from the room and board payment of each resident.

#### **.04 GLA Responsibilities**

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Each GLA must provide the [Policy Support Team \(PST\)](#) with a list of currently participating residents. The list must include a statement signed by a responsible center official. The statement must attest to the validity of the list. The GLA provides the list semi-annually.

When the GLA acts as an NA representative, it is responsible for all [overpayments](#). The GLA is responsible for notifying the PST by phone or email of changes in the resident's income and other household circumstances. The GLA must also inform the PST when the participants leave the GLA. PST is responsible for updating the case information when changes are reported.

When a participant leaves the GLA, the GLA provides the participant with a Change Report (FAA-0412A) form. The GLA advises the participant to return the FAA-0412A to FAA within ten days.

The GLA returns the participant's EBT card when they leave the facility. When the GLA is an [EBT Alternate Card Holder](#), the EBT card is returned to FAA. The EBT card is provided to the GLA when the GLA meets any of the following:

- Acts as an [NA representative](#).
- Retains the use of the benefits on behalf of the participant (regardless of the method of application).

When a participant leaves, the GLA can no longer act as an NA representative for the participant. The GLA handles their benefits as follows:

- When no benefits have been spent on behalf of the budgetary unit, the participant receives their full monthly benefit amount from the GLA.
- When the participant leaves before the 16th of the month and any portion of the benefits have been spent on the budgetary unit, the participant is eligible for one-half of its monthly benefit.
- When the participant leaves after the 16th of the month and the benefits have already been issued and spent, the participant does not receive any benefits from the GLA.

A resident or group of residents may apply for NA on their own behalf and retain use of their benefits. When they leave, these participants are eligible to keep their benefits.

When a group of residents receive benefits as one budgetary unit, a prorated share of the remaining benefits is provided to each departing participant.

#### **.05 FAA Responsibilities Regarding GLAs**

[REVISION 49](#)

(01/01/21 – 12/31/21)

Prior to certifying any GLA residents, the GLA must be listed as an approved institution on the [PST Institution List](#) (for internal use only). The [Policy Support Team \(PST\)](#) must verify the GLA is authorized by FNS or is certified by the appropriate agency and verify that it is a nonprofit organization. When a GLA is not listed on the PST Institution List, see [Maintaining Institutions](#).

The PST must conduct periodic, random on-site visits to the GLA. The visits are to ensure the accuracy of the list of currently participating residents. The visits also ensure that FAA records are consistent and current.

The PST is responsible for establishing and monitoring the eligibility status of participating GLAs.

#### **.06 Disqualification of GLAs**

[REVISION 49](#)

(01/01/21 – 12/31/21)

A GLA may lose its certification from ADHS or DDD. When this occurs, residents of the GLA are ineligible to receive NA.

When notified of the loss of certification, the Policy Support Team (PST) completes the following:

- Close the cases using the RI Denial or Closure Reason Code
- Send the PI of each GLA budgetary unit a written notice (F200) of the change in eligibility status.
- Do not allow for [NOAA](#). The loss of the facility's certification is not controlled by or appealable under the NA program.

When a GLA is disqualified by FNS, residents may only apply on their own behalf. In this situation, consider the following:

- The participants must meet the definition of an [NA budgetary unit](#)

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- Benefits may not be turned over to the GLA to purchase either food or meals

When the GLA loses certification, PST must ensure the GLA is listed as ineligible on the [PST Institution List](#) (for internal use only).

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## **.01 Homeless Shelter Resident Eligibility**

**REVISION 49**  
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A [homeless\(g\)](#) budgetary unit may live in a temporary shelter for the homeless, a half-way house, or similar facility.

A homeless budgetary unit residing in a public or private nonprofit shelter where up to three meals per day are provided, can apply, and be found eligible for NA.

[The Policy Support Team \(PST\)](#) is responsible for verifying the eligibility of these facilities.

The [PST Institution List](#) (for internal use only) lists the shelters which have been evaluated to the PST. When the shelter is not listed on the PST Institution List, see [Maintaining Institutions](#).

#### **.04 FAA Verification of Homeless Meal Providers**

**REVISION 49**  
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A Homeless Meal Provider is a public or private nonprofit establishment which feeds [homeless\(g\)](#) persons. This includes, but not limited to, soup kitchens and temporary homeless shelters. When the site receives donated food items from the U.S. Department of Agriculture, the site must also purchase and serve other food.

A homeless budgetary unit can use their NA benefits to purchase prepared meals in any of the following:

- Shelters
- Soup kitchens
- Other public or private nonprofit establishments that feed the homeless

Before a homeless shelter or kitchen can be [FNS\(g\)](#) authorized to accept NA, FAA must certify to FNS that the homeless shelter or kitchen provides meals to the homeless.

A homeless shelter or kitchen requesting FNS authorization must complete the Request for Verification of Meal Provision to the Homeless (FAA-0127A) form and send it to the [Policy Support Team \(PST\)](#).

Once the FAA-0127A is completed by the shelter or kitchen, PST determines whether the shelter or kitchen provides meals to the homeless. There is no minimum number of daily meals required. PST completes the following:

- When the PST is unfamiliar with the shelter or kitchen, an on-site visit must be completed to ensure that the shelter or kitchen provides meals to the homeless.
- When the PST is familiar with the shelter or kitchen and knows that the shelter or kitchen provides meals to the homeless, an on-site visit is not required.
- When the shelter meets all qualifications, adds the shelter as an eligibility institution to the [PST Institution List](#) (for internal use only). (See [Maintaining Institutions](#))

The PST must complete the verification portion of the FAA-0127A, ensuring that the shelter or kitchen provides meals to the homeless. The PST maintains a copy and gives the original to the homeless shelter or kitchen.

Refer the homeless shelter or kitchen to the following website to apply for FNS authorization:

<https://www.fns.usda.gov/snap/apply-to-accept>

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## G Residents of an Institution

**REVISION 50**  
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Consider participants residents of an [institution\(g\)](#) when the facility they reside in meets both of the following requirements:

- Provides the majority of their meals (over 50% of three meals daily) as part of the institution's normal services.
- Is not authorized to accept NA benefits.

Only residents of the following institutions are potentially eligible to participate in the NA program:

- [Federally Subsidized Housing Facilities for the Elderly](#)
- [Drug and Alcohol Treatment Centers](#)
- [Domestic Violence Shelters](#)
- [Group Living Arrangement facilities](#)
- [Shelters for homeless persons](#)

[The Policy Support Team \(PST\)](#) maintains a list of all institutions, that have been reviewed for eligibility.

When a participant resides in an institution listed as eligible on the [PST Institution List](#) (for internal use only), the participant is potentially eligible for NA benefits.

When a participant resides in an ineligible institution, they are not qualified to participate in the NA program. Deny or stop NA using the RI Denial Closure Reason Code.

When a participant resides in an institution which is not listed, or information is received that indicates the listed information is outdated or incorrect, see [Maintaining Institutions](#).

NOTE Only facilities which meet the definition of an institution must be elevated to PST for review.

Incarcerated participants are considered to be residing in jail. When an applicant or participant resides in a jail, deny or stop NA benefits using the RJ Denial or Closure Reason Code.

## .01 Maintaining Institutions

**REVISION 50**  
(01/01/22 – 12/31/22)

To be added to the [PST Institution List](#) (for internal use only), institutions must be reviewed by the [Policy Support Team \(PST\)](#). When a participant resides in an institution not listed on the PST Institution List, staff must elevate a completed Request to Verify Eligibility of an Institution (FAA-1789A) form to PST via email by the end of the workday.

NOTE Only facilities which meet the definition of an [institution\(g\)](#) must be elevated to PST.

The institutions on the PST Institution List include the following:

- [Domestic Violence Shelters](#)
- [Group Living Arrangement facilities](#)
- [Shelters for homeless persons](#)
- [Drug and Alcohol Treatment Centers](#)
- [Federally Subsidizing Housing Facilities for the Elderly](#)
- Other facilities which provide a majority of meals

PST completes the following within ten workdays of receiving the request:

- Determines whether the elevated institution meets the requirements to become an approved institution
- Determines whether the participant residing in the institution is potentially eligible for NA benefits
- Sends an email response to inform staff of the findings
- Adds the facility to the PST Institution List, indicating whether the facility is approved

It is the responsibility of the PST to ensure the institutions listed on the PST Institution List as approved meet all qualification requirements.

When information is received that indicates the information on the PST Institution List is outdated or incorrect, elevate a completed FAA-1789A form to the PST and include an explanation of the reasons the current information needs updating.

## H Domestic Violence Shelters - NA

[REVISION 49](#)  
(01/01/21 - 12/31/21)

Prior to approving a participant who resides in a domestic violence shelter, FAA staff must ensure the shelter is listed on the HEAplus institutions list. The Policy Support Team (PST) determines when the shelter meets all qualification requirements for domestic violence shelters. (See [Qualification Requirements](#))

When a shelter has met the definition of a domestic violence shelter, the residents of that shelter are not considered residents of an institution and may be eligible for NA benefits.

When the PST has determined a shelter has met the definition of a domestic violence shelter, the shelter is listed on the [PST Institution List](#) (for internal use only). When a shelter is not listed, see [Maintaining Institutions](#).

A participant who enters a shelter may have changed their Social Security number or name. When this is discovered, see [Enumeration Overview](#).

For additional policy and procedures regarding domestic violence shelters, see [Residents of Approved Domestic Violence Shelters](#).

### .01 Domestic Violence Shelter Qualification Requirements

[REVISION 49](#)  
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When a shelter has met the definition of a domestic violence shelter, the residents of that shelter are qualified for NA benefits when all other NA eligibility requirements are met.

Shelters that have [FNS](#) authorization to redeem NA benefits at wholesalers meet the definition of a domestic violence shelter.

Shelters that are not FNS authorized meet the definition of a domestic violence shelter when both of the following apply:

- The shelter is a public or private nonprofit residential facility that serves women and children who are victims of domestic violence.

- When the shelter also serves other residents, a portion of the shelter must be set aside on a long-term basis to serve only women and children who are domestic violence victims.

## **.02 Residents of Approved Domestic Violence Shelters**

**REVISION 49**  
(01/01/21 - 12/31/21)

Prior to approving a participant who resides in a domestic violence shelter, staff must ensure the shelter is listed as approved on the [PST Institution List](#) (for internal use only).

The Policy Support Team (PST) determines when the shelter meets all qualification requirements for domestic violence shelters. (See [Qualification Requirements](#))

Determine eligibility for each resident family as a separate budgetary unit from other residents.

Residents may choose to have an employee of the shelter as an [NA representative](#).

The following apply to residents who have received benefits in a budgetary unit with a participant who abused the resident:

- The resident can receive benefits for the same month in both budgetary units when they are otherwise eligible. Key the SH participation code on SEPA.
- The resident may receive benefits in both budgetary units only one time in any given month.

All NA eligibility procedures apply to shelter residents, with the following exceptions:

- Count only the income received by the participant after they entered the shelter.
- Consider a resource inaccessible when any of the following apply:

The resource is jointly owned with a participant from the former budgetary unit that contains the abusive person.

Access to the resource depends upon the agreement of a joint owner who still resides in the former budgetary unit household or the abusive person themselves. (See [Inaccessible Resources](#))

When a participant notifies FAA of their change of residence to a shelter, complete the following:

- Promptly change the participant's address on **ADDR**.
- Change the participant's address to the shelter's PO Box. When the shelter does not have a PO Box, use the FAA office which serves the zip code of the shelter as the participant's mailing or residential address.
- Key Y in the CONFIDENTIAL field on ADDR.
- Change the Participation Code on **SEPA**. (See [Participation Codes](#))

NOTE Key the address displayed on the ACP ID card for an [Address Confidentiality Program \(ACP\)](#) participant, when applicable.

When it is discovered that a participant other than the PI has moved to a shelter, complete the following:

- Take prompt action to effect the change in the former budgetary unit's circumstances. (See [Removing a Participant](#))
- Reduce the former budgetary unit's benefit amount allowing for [NOAA](#).
- Send the appropriate notice within processing time frames. (See [Change Notices](#))

## I **Federally Subsidized Housing for the Elderly**

**REVISION 49**  
(01/01/21 - 12/31/21)

The U.S. Department of Housing and Urban Development (HUD) provides funds to private, nonprofit facilities to finance the development of supportive housing for the elderly under the Section 202 Program. Participants who reside in such facilities are not considered residents of an institution.

Prior to approving a participant who resides in a federally subsidized facility for the elderly, FAA staff must ensure the facility is listed on the [PST Institutions List](#) (for internal use only). The Policy Support Team (PST) determines when the facility meets the qualification requirements to be listed.

When the facility is not listed on the PST Institutions List, see [Maintaining Institutions](#).