

.09 Sanctions - Hopi Tribal TANF

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

The [Hopi Family Assistance Program \(HFAP\) Office](#) notifies FAA when a participant fails to comply with any of the [Hopi Personal Responsibility Agreement \(PRA\)](#) requirements.

The HFAP office notifies FAA of compliance or noncompliance as follows:

- For an initial application the HFAP office completes Section III of the Hopi Tribal TANF Referral Notice (FAA-1459A) form and faxes the form to FAA.
- For an active case the HFAP completes section VI of the Tribal Turn Around Document (TAD) (FAA-1125A) form and faxes the TAD to FAA.

When notified of a PRA noncompliance FAA completes the following:

- Reviews sanction history on PRAP and DISA.
- Keys the Sanction Reason Code in the RSN CODE field on DISA for the correct sanction month, allowing for NOAA.
- Sends the NOAA for the correct sanction level. The sanction level on the NOAA must match the sanction level that was imposed on PRAP/DISA.
- Completes the TAD and faxes the TAD to the HFAP office using the Fax Cover Sheet (FAA-1078A) form.
- Uploads the TAD to OnBase.
- Documents the [case file\(g\)](#).

For Hopi Tribal TANF noncompliance, the sanction levels are as follows:

- When the first instance of noncompliance is entered, AZTECS reduces the total cash benefit by 25%. FAA sends the HOPI CA SANCTION 25% (A605) notice.
- When the second instance of noncompliance is entered, AZTECS reduces the total cash benefit by 50%. FAA sends the HOPI CA SANCTION 50% (A606) notice.
- When the third instance of noncompliance is entered, AZTECS stops benefits. FAA sends the CA SANCTION-BENEFITS STOPPED (A607) notice.

(See Examples [Sanction Level 1](#) and [Sanction Level 2](#))

The budgetary unit is not eligible for twelve months following the closure month. When a Hopi Tribal member reapplies for Tribal TANF within the twelve months following the 100% sanction, FAA denies the application using the NH Denial Closure Reason Code and sends the HOPI CA DENIAL (A602) notice.

When a Hopi Tribal member applies again within the twelve months following the subsequent instance of noncompliance, FAA completes the following:

- Denies the application using the HT Denial Closure Reason Code
- Sends the HOPI CA DENIAL – 100% (A611) notice

When a Hopi TANF participant moves from the Hopi [service delivery area](#) all prior sanctions keyed in AZTECS count.