

What's Changed on 03/22/2021

Change: Federally Subsidized Housing for the Elderly

Change: Minors Receiving UI Income

Change: Salt River Pima-Maricopa Indian Community LEARN Contact Information

Reminder: List All Household Members on HEAplus Applications

Reminder: Extension of UI Benefits and Stimulus Payment

General Information: P-EBT Issuance has Started

General Information: Forms Update

This page notifies 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. This page must be discussed during the weekly [policy dissemination](#) in every office which determines eligibility, reviews eligibility, or answers questions regarding eligibility. ([Current week's FAA-1215A](#))

Change: Federally Subsidized Housing for the Elderly

EFFECTIVE DATE: For applications received on or after 03/22/2021

A policy reference has been created to define Federally Subsidized Housing for the Elderly to ensure staff are screening NA applicants who reside in this type of institution correctly.

The U.S. Department of Housing and Urban Development provides monies 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. The Policy Support Team determines when the facility meets the qualification requirements to be listed.

Policy reference(s) revised due to this change:

FAA2.J06I – [Federally Subsidized Housing for the Elderly](#)

New Policy

Added new reference for residents of federally subsidized housing for the elderly.
(Effective for all applications received on or after 03/22/2021.)

Change: Minors Receiving UI Income

EFFECTIVE DATE: For applications received on or after 03/22/2021

This change was made to clarify that participants under the age of 18 years (minors) may be eligible for Unemployment Insurance (UI) benefits as long as they meet the eligibility criteria in federal law

There is no age limit to apply for UI benefits. UI eligibility is determined on a case by case basis. When minors are not eligible for regular UI income, they may apply for Pandemic Unemployment Assistance (PUA).

Unemployment compensation payments, except Federal Pandemic Unemployment Compensation (FPUC) payments, are countable as unearned income when received by participants under the age of 18.

Policy reference(s) revised due to this change:

FAA4.H03E.19 – [Unemployment Insurance \(UI\)](#) [Prior Policy](#)

Added minors receiving UI information. (Effective for all applications received on or after 03/22/2021.)

FAA2.I06A – [Referral for Other Benefits Requirements](#) [Prior Policy](#)

Added minors receiving UI information. Updated formatting. (Effective for all applications received on or after 03/22/2021)

FAA6.M117 – [Filing for Unemployment Insurance \(UI\) Benefits](#)

Updated with the current UI application method. (Effective for all applications received on or after 03/22/2021.)

Change: Salt River Pima-Maricopa Indian Community LEARN Contact Information

EFFECTIVE DATE: For all contacts made on or after 03/22/2021

This change was made to update the Salt River Pima-Maricopa Indian Community (SRP MIC) Life Enhancement and Resource Network (LEARN) contact information.

The address and phone number of the Salt River Pima-Maricopa Indian Community LEARN office are as follows:

- Salt River Pima-Maricopa Indian Community LEARN
10215 E Osborn Rd
Scottsdale AZ 85256

Phone: (480) 362-5680
FAX: (480) 362-5880

Reminder: List All Household Members on HEAplus Applications

This is a reminder that FAA staff must include everyone residing in the household on the “Household Members” page in HEAplus. Failure to do so may result in incorrect information being reported. During the interview, it is the responsibility of the Eligibility Interviewer to determine which participants should be included in the budgetary unit. Failure to list all household members may cause a mandatory participant to be excluded, causing incorrect benefits to be issued to the budgetary unit.

HEAplus functionality has been corrected to resolve known issues in this process. Any HEAplus or AZTECS systems issues should be elevated to the FAA Systems Help Desk for review. Staff must not attempt to bypass this requirement due to systems issues.

For more information, see [FAA2.D03](#) in the CNAP Manual.

Reminder: Extension of UI Benefits and Stimulus Payment

An [Urgent Bulletin](#) was emailed on 03/19/2021 to inform staff that the President signed the H.R.1319 - American Rescue Plan Act (ARPA) of 2021 on 03/11/2021 that authorizes an extension of supplemental unemployment benefits created by the Coronavirus Aid, Relief, and Economic Security ("CARES") Act. This authorization allows expansion of the following Unemployment Insurance (UI) benefits:

Pandemic Unemployment Assistance (PUA):

PUA provides benefits to self-employed participants, contract workers, and other workers who are not eligible for regular unemployment benefits.

Participants are allowed to receive up to 79 weeks of PUA benefits until the benefit week ending 09/04/2021. The hub verification for PUA income is available in HEAplus effective 08/11/2020 and is acceptable verification for Nutrition Assistance (NA) and Cash Assistance (CA).

PUA is countable for NA and Refugee Cash Assistance (RCA) and not countable for CA.

Key the following on UNIC in the month it is received using the WK frequency code:

- For NA and CA, key the UI PU Unearned Income Code.
- For RCA, key the UI OT Unearned Income Code.

Pandemic Emergency Unemployment Compensation (PEUC):

PEUC is a pandemic extension that provides an additional unemployment benefit to qualified participants whose regular state or federal unemployment benefits were exhausted on or after July 1, 2019.

Participants are allowed to receive up to 53 weeks of PEUC benefits until the benefit week ending 09/04/2021. It is verified through HOSC and appears under the UI AMT field. PUA recipients do not qualify for PEUC benefits.

PEUC is countable for NA and RCA and not countable for CA.

Key the following on UNIC in the month it is received using the WK frequency code:

- For NA and CA, key the UI Unearned Income Code.
- For RCA, key the UI OT Unearned Income Code.

Federal Pandemic Unemployment Compensation (FPUC):

FPUC is an additional \$300 weekly benefit for participants when they receive at least one dollar of underlying benefits for a claimed week.

Participants are allowed to receive the \$300 weekly benefit on top of their underlying unemployment

Participants are allowed to receive the \$600 weekly benefit on top of their underlying unemployment benefit until the benefit week ending 09/04/2021.

The FPUC payment is excluded as income in the month of receipt and as a resource in any of the nine months following receipt for NA and CA.

FPUC is countable for RCA as income.

Key the following on UNIC in the month it is received using the WK frequency code:

- For NA and CA, key the UI FP Unearned Income Code.
- For RCA, key the UI OT Unearned Income Code.

Third Stimulus Payment:

The H.R.1319, American Rescue Plan Act (ARPA) of 2021 included a provision for additional 2021 Recovery Rebates for Individuals. This provision authorizes up to an additional \$1400 payment to eligible participants, including children. This payment is also known as a Stimulus Payment.

The Stimulus Payment is being treated as a Federal Tax Refund for 2021. This payment is not countable as income or a resource in the month of receipt and the 12 months after the month of receipt for NA or CA.

For more information on budgeting the tax refund as unearned income or a resource see both of the following in the Cash and Nutrition Assistance Policy (CNAP) Manual:

- [FAA4.B03S Tax Refunds – Federal – Liquid Assets.](#)
- [FAA4.H03XX Tax Refunds – Federal – Unearned Income.](#)

Key the TR Unearned Income Code in the INC TYPE field on UNIC in the month the income is received. Key OX on the LIAS AZTECS screen for any money remaining in the following 12 months as a resource.

General Information: P-EBT Issuance has Started

The first payment for Pandemic EBT (P-EBT) of school year 2020/2021 was issued on 03/18/2021. The NA household received either a full or partial Child Care P-EBT payment for each child under six receiving NA for the month of October 2020. The payment amount is based on the learning plan of the schools in the county they live. For more information about Child Care P-EBT, see des.az.gov/child-care-p-ebt.

School P-EBT (P-EBT K-12) is scheduled to start in April 2021. For specific payment dates and amounts, see the 'When can I expect P-EBT benefits on my card' section of the P-EBT webpage at des.az.gov/p-ebt-benefit-information.

How to Identify Child Care P-EBT Payments in AZTECS?

Benefits for Child Care P-EBT (under 6) are paid to the NA household's EBT card. Child Care P-EBT benefits are displayed on FSBH in AZTECS as a *PEBC supplement for the benefit month. Each child receiving P-EBT benefits is listed individually.

Full Child Care P-EBT payment for 10/2020

---- ALLOWABLE DEDUCTIONS ----																
HOUSEHOLD	GROSS	STD	EXCESS	DEP	CHLD	SHELT	BEN	NET	ISS							
MON	STZ	TYR	SP	CTR	TNC	DEF	%DEF	MR	CARE	SUPP	COST	TYR	AMT	RCR	BEN	TND

MON	SIZ	TYP	SR	CTB	INC	DED	%DED	MED	CARE	SUPP	COST	TYPE	AMT	RCP	BEN	IND
1020													116	0	116	PD

Partial Child Care P-EBT payment for 10/2020

---- ALLOWABLE DEDUCTIONS ----																
MON	SIZ	TYP	SR	CTB	INC	STD DED	%DED	EXCESS MED	DEP CARE	CHLD SUPP	SHELT COST	BEN TYPE	AMT	RCP	NET BEN	ISS IND
1020													70	0	70	PD
1020													70	0	70	PD

CADO is auto-populated as follows:

```
031721 *PEC :
CHILDCARE PANDEMIC SCHOOL MEAL REPLACEMENT (P-EBT)
BENEFIT PAID
SEE FSBH HOUSEHOLD TYPE = *PEBC
```

What if there are questions?

The P-EBT Customer Service Hotline is available for customers to ask P-EBT questions. The hotline is available Monday - Friday, 7:30 a.m. to 5:00 p.m. at 1 (844) 841-3802.

When the customer needs a new P-EBT card, the customer must contact the EBT Customer Service 24-Hour Hotline at (888) 997-9333. Over the Counter (OTC) EBT cards can be issued as P-EBT card replacements when the household has an urgent need.

Though customers are encouraged to contact the P-EBT Customer Service Hotline, please assist the customer using this information and the information on the P-EBT website at des.az.gov/p-ebt when the customer contacts the FAA office.

Reminder: How to Identify P-EBT K-12 benefits and cases in AZTECS

School P-EBT (K-12) benefits are displayed on FSBH in AZTECS as a *PEBT supplement for the benefit month. Each child receiving P-EBT benefits is listed individually.

The following image shows *PEBT paid for Jane Doe \$69 for benefit month 03/2020 and \$126 for benefit month 04/2020.

---- ALLOWABLE DEDUCTIONS ----																
MON	SIZ	TYP	SR	CTB	INC	STD DED	%DED	EXCESS MED	DEP CARE	CHLD SUPP	SHELT COST	BEN TYPE	AMT	RCP	NET BEN	ISS IND
0420													126	0	126	PD
0320	03	ECE	Y		860	167	172	0	0	0	0	RE	352	0	352	MO
0320													69	0	69	PD
0320	03	ECE	Y		860	167	172	0	0	0	0	RE	352	0	352	MO

CADO is autopopulated as follows:

```
042020 *PEB :
PANDEMIC SCHOOL MEAL REPLACEMENT (P-EBT)
BENEFIT PAID 04/20/20
SEE FSBH HOUSEHOLD TYPE = *PEBT
```

ACHI is documented as follows:

ACTION DATE	ACTION TIME	SECURITY KEY	ACTION TYPE	SCREEN ID	BEN MONTH	PRGM TYPE	CURRENT SITE	NEW SITE
042020	13:26:15		ADD	*PEB	0320	FS	113	

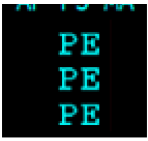
P-EBT cases are identified as follows:

- On CAP1, Site Code 940, Unit 9

SITE CODE: 940 UNIT: 9

- The PE Referral Source Code in the FS REF SRCE field next to all members of the household

```
REF SRCE
AE FS MA
```



Reminder: Do not use P-EBT cases when adding NA or CA applications.

How to Search for P-EBT cases in AZTECS?

P-EBT K-12 payments are added to open NA/CA cases, 2020 P-EBT cases, or new P-EBT cases created for the 2020/2021 school year.

The information for P-EBT cases was provided by Arizona's Department of Education (ADE). To locate the P-EBT customer in AZTECS, use the child's name, date of birth, or any available information the guardian/parent provides.

A Social Security Number (SSN) search may not be productive because SSNs were not provided with each child on the ADE list.

General Information: Forms Update

Changes to Forms – 03/13/2021 through 03/19/2021

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:

- No forms were revised during the specified period

Newly created forms:

- No forms were created during the specified period

Revised Marketing Materials (Posters, Pamphlets, Flyers):

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