

What's Changed on 07/12/2021**What's Changed on 07/12/2021**

Change: Refugee Cash Assistance (RCA)

Change: The NA Work Registration Script has been Revised

Change: The Utility Assistance Program

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: Refugee Cash Assistance (RCA)

EFFECTIVE DATE: For applications received on or after 07/15/2021

This change was made to inform staff that FAA will no longer determine eligibility for Refugee Cash Assistance (RCA).

Effective 07/15/2021, RCA will be administered under a Public Private Partnership (PPP) program, also known as the RCA-PPP program. Under this new program, RCA eligibility will be determined by a Voluntary Agency (VOLAG) and the VOLAG will issue the RCA payment. Refugees with no dependents are potentially eligible for RCA for the first eight months of their arrival to the United States.

FAA will continue determining eligibility for refugee household's Cash Assistance (CA), Nutrition Assistance (NA) and Medical Assistance (MA) benefits. When the VOLAG determines that a refugee may be eligible for financial assistance administered by FAA, VOLAG staff assist the refugee in completing the FAA official application.

All refugee related applications for FAA assistance during the refugee's first eight months in the United States are processed by both of the following Refugee Offices:

- Site Code 285C for Pima County
- Site Code 169C for all other counties

When a refugee household with dependents is approved for CA from FAA, they are eligible for a TANF Differential Payment issued separately by a VOLAG.

The RCA and TANF Differential Payments are temporary assistance available under the Refugee Resettlement Program (RRP) and funded by the Office of Refugee Resettlement (ORR). Both payments apply to refugee participants only during their first eight months in the United States. The

payments apply to refugee participants only during their first eight months in the United States. The payments are countable for NA and not countable for CA.

Key the OF Unearned Income Code in the INC TYPE field on UNIC to budget payments received by the refugee household.

Policy reference(s) revised due to this change:

FAA2.K09 – [Refugee Resettlement Program \(RRP\)](#) [Prior Policy](#)

Added TANF Differential Payment as a new assistance type and updated RCA Payment link. (Effective with all applications received on or after 07/15/2021)

FAA2.K09A – Refugee Cash Assistance (RCA) [Prior Policy](#)

Removed entire policy as FAA will no longer be determining RCA eligibility. (Effective with all applications received on or after 07/15/2021)

FAA2.K09A.01 – RCA Noncitizen Requirements [Prior Policy](#)

Removed entire policy as FAA will no longer be determining RCA eligibility. (Effective with all applications received on or after 07/15/2021)

FAA2.K09A.02 – RCA Agency Contact [Prior Policy](#)

Incorporated entire reference into FAA2.K09. (Effective with all applications received on or after 07/15/2021)

FAA2.K09A.03 – RCA Documentation and Processing [Prior Policy](#)

Removed entire policy as FAA will no longer be determining RCA eligibility. (Effective with all applications received on or after 07/15/2021)

FAA2.K09A.04 – RCA Program Selection Requirements [Prior Policy](#)

Removed entire policy as FAA will no longer be determining RCA eligibility. (Effective with all applications received on or after 07/15/2021)

FAA2.K09A.05 – RCA Work Program Requirements [Prior Policy](#)

Removed entire policy as FAA will no longer be determining RCA eligibility. (Effective with all applications received on or after 07/15/2021)

FAA2.K09A.06 – RCA Work Program Requirements [Prior Policy](#)

Removed entire policy as FAA will no longer be determining RCA eligibility. (Effective with all applications received on or after 07/15/2021)

FAA4.H03E.23 – [Refugee Cash Assistance \(RCA\) Payments](#) [New Policy](#)

Added new reference for RCA payments under types of Unearned Income. (Effective with all applications received on or after 07/15/2021)

FAA4.H03E.24 – [TANF Differential Payment](#) [New Policy](#)

Added new reference for TANF Differential Payments under types of Unearned Income. (Effective with all applications received on or after 07/15/2021)

FAA5.A07 – TANF Refugee Program [Prior Policy](#)

Removed entire policy as TANF for refugee household will follow regular TANF eligibility policy and procedures. (Effective with all applications received on or after 07/15/2021)

Change: The NA Work Registration Script has been Revised

EFFECTIVE DATE: With all interviews completed on or after 07/12/2021

This change was made to provide a tool to help FAA workers explain the NA Work Requirements during an interview.

The NA Work Registration FAA-1786A Script has been revised. Use the FAA-1786A as a guide to explain the NA work requirements. The FAA-1786A has headings and bullets to follow while verbally explaining the NA work requirements.

When the NA work requirements apply to at least one participant in a budgetary unit, the NA work requirements must be explained during the interview. It is not necessary to explain the NA work requirements when the entire budgetary unit is exempt from the NA work requirements.

Reading the FAA-1786A to the participant is not required however, all the information on the form must be explained to the participant.

The FAA-1786A form includes important instructions on registering participants for work. According to federal regulations, this includes documenting the case file with the following: "NA Work Requirements explained, and NA participants are registered for work, unless exempt." Complete this for all budgetary units with at least one nonexempt participant.

Policy reference(s) revised due to this change:

FAA5.A02 – [NA Work Requirements – Overview](#) [Prior Policy](#)

Aligned policy and the NA Work Registration requirements. Added the work requirements that must be complied with as a condition of eligibility for NA benefits. (Effective with all interviews completed on or after 07/12/2021)

FAA5.A02B – [NA Work Registration](#) [Prior Policy](#)

Revised to clarify that the NA Work Requirements must be explained at the interview and the NA Work Registration form is used to do this. Added that the FAA-1786A does not have to be read to the participant. (Effective with all interviews completed on or after 07/12/2021)

Change: The Utility Assistance Program

EFFECTIVE DATE: With all applications received on or after 06/16/2021

This change was made to notify staff of another opportunity for Arizona renters to receive assistance with their utility expenses.

In February 2021 the Emergency Rental Assistance Program (ERAP) began providing rental and utility expense assistance for 12 rural counties in Arizona. Beginning June 16, 2021, DES established a Utility Assistance Program for all of the 15 counties within Arizona to assist renters with utility expense payments. Applications for the [Utility Assistance Program](#) are completed online.

Utility Assistance Program payments are not countable as income, a resource, or as a vendor payment.

Key the OX Unearned Income Code in the INC TYPE field on UNIC.

Document the case file with the following: Budgeted Utility Assistance Program payment.

Do not remove or reduce rent or utility expense amount(s) as a result of participating in this program.

Policy reference(s) revised due to this change:

FAA4.H03E.25 – [Utility Assistance Program](#)

New Policy

Added a new policy reference regarding the new Utility Assistance Program.
(Effective with all applications received on or after 06/16/2021)

General Information: Forms Update

Changes to Forms – 07/03/2021 through 07/09/2021

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