# What's Changed on 09/05/2023

[Reminder: Arizona Simplified Nutrition Assistance Program (AZSNAP)](#)

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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 [What's Changed History](#) of the CNAP Manual.

The above list summarizes the information on this page. Each item listed above links to the corresponding section below.

The information on 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](#))

**Reminder: Arizona Simplified Nutrition Assistance Program (AZSNAP)**

The AZSNAP demonstration project allows FAA to simplify the application and eligibility determination process for participants 65 and older and who are receiving the full amount of Supplemental Security Income (SSI). AZSNAP applicants are referred to FAA by the Social Security Administration (SSA).

The AZSNAP Unit, Site Code 845C, is responsible for processing and maintenance of all AZSNAP cases.

For additional information about AZSNAP, see [FAA1.D01B](#) titled Arizona Simplified Nutrition Assistance Program (AZSNAP).

**Reminder: ESAP Renewal Interview Procedures**

An interview date must be keyed on INDA for the ESAP Appointment Notice (F046) to ensure the 'Interview By Date' displays.

An interview is not required, unless requested by the participant, for an ESAP renewal application. An interview is required when the information provided on the ESAP renewal application or information obtained from the system interface is questionable or incomplete, or before denying the renewal.

Complete *all* of the following to schedule an interview:

- Remove the Y in the COMPLETED field on INDA.
- Update INDA with the date the interview must be completed.

NOTE    An interview must be completed within ten calendar days from the day after FAA receives the application. When the tenth calendar day falls on a weekend, or observed holiday, the interview is completed by the workday before the weekend or holiday.

- Send the ESAP Appointment Notice (F046).
- Document the reason why a renewal interview is needed.
- Assign or ensure the case is in caseload 705C.

For more information, see FAA1.D01C titled Elderly Simplified Application Project (ESAP).

## General Information: Forms Update

Changes to Forms – 08/26/2023 through 09/01/2023

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.

Newly created forms:

- No forms were created during the specified period

Revised forms:

- No forms were revised during the specified period

New Marketing Materials (Posters, Pamphlets, Flyers):

- No new marketing materials were created during the specified period

Revised Marketing Materials (Posters, Pamphlets, Flyers):

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

Forms Archived from the Document Center

- No forms were archived from the Document Center