

What's Changed on 06/17/2024

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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.

Clarification: Participant Statement

Participant statement verification can be used for verification of mandatory eligibility factors when **one** of the following apply:

- When obtaining documented or collateral contact verification may cause harm or undue hardship for the participant.
- When **all** of the following have occurred:

Other attempts to obtain the verification have failed. This includes documented and collateral contact verification.

The participant has requested assistance from FAA.

The worker has evaluated the request for assistance and cannot obtain the verification from another acceptable source.

The participant statement is not questionable.

For more information on participant statement usage, see [FAA1.C02A](#) titled Providing Verification.

Reformat Update

The CNAP Manual is going through a reformatting project to complete **all** of the following:

- Change the look and feel by moving the Table of Contents out of an AZTECS roadmap flow.
- Reduce the number of references to make it easier to find what is needed.

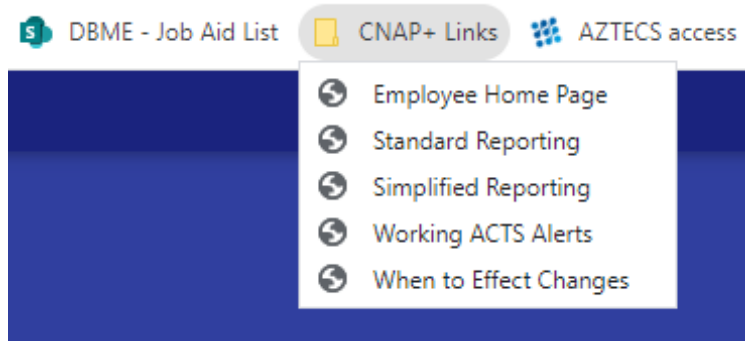
Effective 06/17/2024, everything about the Office of Special Investigations (OSI) and AHCCCS' Office of Inspector General (AOIG) from FAA6.F04 has moved to FAA1.C03A.03 titled Office of Special Investigations (OSI). (See [FAA1.C03A.03](#) for information about OSI.)

NOTE The section under Rights and Responsibilities titled Agency Responsibilities has been renamed to FAA Responsibilities.

A temporary link to the reformatted reference was added to FAA6.F04 to help staff who use the table of contents for navigation. This link will be removed after four weeks.

It is recommended to add Internet favorites for frequently used CNAP+ Manual references that have been reformatted.

Example of CNAP+ Manual favorites in Google Chrome



NOTE Do not add links to the references in the old format because they will move while under construction.

General Information: Forms Update

Changes to Forms – 06/08/2024 through 06/14/2024

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:

- Authorized Representative Request (FAA-1493A) form (English)
A note has been added to the FAA-1493A form regarding which signature is needed when a legal guardian is involved.
- Authorized Representative Request (FAA-1493A-S) form (Spanish)
A note has been added to the FAA-1493A-S form regarding which signature is needed when a legal guardian is involved.
- Nutrition Assistance (NA) Authorized representative Request (FAA-1826A) (English)
A note has been added to the FAA-1826A form regarding which signature is needed when a legal guardian is involved.
- Nutrition Assistance (NA) Authorized Representative Request (FAA-1826A-S) (Spanish)
A note has been added to the FAA-1826A-S form regarding which signature is needed when a legal guardian is involved.

Revised Marketing Materials (Posters, Pamphlets, Flyers):

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

Newly created forms:

- No forms were created during the specified period

New Marketing Materials (Posters, Pamphlets, Flyers):

- No new marketing materials were created during the specified period

Forms Archived from the Document Center

- No forms were archived from the Document Center