# What's Changed on 10/28/2024

Clarification: Address Confidentiality Program

Clarification: Reviewing the FAA-1125A Form

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 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: Address Confidentiality Program

For an Address Confidentiality Program (ACP) participant, when a new application is submitted, staff must complete *all* of the following:

- Interview and determine eligibility for all programs.
- Assign the case to the ACP specialty caseload, Site Code 756C, when all actions are completed.

NOTE The Client Liaison Unit (CLU) completes all renewal applications and change reports for ACP participants.

For additional information on keying instructions for an ACP participant, see <u>FAA1.C01B.02</u> titled Address Confidentiality Program (ACP).

#### Clarification: Reviewing the FAA-1125A Form

The TRIBAL/FAA -TURN AROUND DOCUMENT (TAD) (FAA-1125A) form must be reviewed for potential changes. To assist with this process, an ACTS Alert called FAA1125A Tribal TAD has been added, effective 10/29/2024, to track any reported changes.

When the FAA-1125A has any reported changes, it must be uploaded to OnBase using the FAA1125A FORFF (8-23) TRIBAL/FAA -TURN AROUND DOCUMENT (TAD) document type.

To complete the FAA1125A Tribal TAD ACTS Alert, staff must follow the policy and procedures located at FAA6.A03B titled Verifying Reported Changes.

### General Information: Forms Update

Changes to Forms – 10/19/2024 through 10/25/2024

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 <u>Document Center</u>. 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

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