

What's Changed on 03/17/2025

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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: Indian Gaming Per Capita in an Inaccessible Trust

When Indian Gaming Per Capita payments are placed in an inaccessible trust and are considered a resource, key the OX Resource Type Code in the ACCT TYPE field on FIAC.

For more information, see [FAA4.H01B.50](#) titled Native American Income, Claims, or Funds.

Reminder: Work Requirement Good Cause Reasons

Before imposing a work disqualification, always provide the participant the opportunity to discuss the reason why **any** of the following happened:

- Quit a job when **one** of the following applies:

The participant worked for at least 20 hours per week.

The participant's income was equal to the federal minimum wage multiplied by 20 hours per week, regardless of the number of hours worked.

- Refused a job offer and **one** of the following applies:

The job offer was for at least 20 hours per week.

The job offer income was equal to the federal minimum wage multiplied by 20 hours per week, regardless of the number of hours worked.

- Reduced work hours when **all** of the following apply:

The participant is employed at least 30 hours per week.

The participant voluntarily reduces work hours to less than 30 hours per week.

NOTE Disqualification for reduced work hours does not apply when the weekly earnings continue to exceed the federal minimum wage multiplied by 30 hours.

- Received an NA UI-comparable disqualification.

Before imposing a work disqualification, complete **all** of the following:

- Determine whether the participant qualifies for an NA work requirement exemption.

NOTE Participants meeting the NA Work Requirement Employed Exemption are subject to disqualification due to voluntarily quitting a job, reducing work hours, or refusing a job offer without a good cause reason.

- Determine whether a participant has a good cause reason. When a participant has a good cause reason, benefits are not reduced or stopped.

Discuss with the participant the reason for the terminated employment or reduced hours to determine whether the participant has a good cause reason. Determine the good cause reason on a case-by-case basis. For example, a participant may have a good cause reason that was beyond the participant's control and is not listed in the policy.

When it is not possible to speak with the participant, send an information request asking for the participant's statement on the reason for the voluntary quit, reduction in work hours, or refusal of a job offer. Allow the participant ten calendar days to respond.

There are several good cause reasons listed in the Cash and Nutrition Assistance Policy (CNAP) Manual for **all** of the following:

- Voluntary quit.
- Reduction in work hours.
- Refusal of a job offer.

For more information about NA disqualifications and good cause reasons, see [FAA6.B04](#) titled Work Requirement Disqualifications.

Reminder: Retroactive Payments and Higher Monthly Benefits for Social Security Benefit Recipients

An [Urgent Bulletin](#) was emailed on 03/14/2025 to inform staff that the Social Security Administration (SSA) is in the process of implementing the Social Security Fairness Act. The Social Security Fairness Act ends the Windfall Elimination Provision (WEP) and Government Pension Offset (GPO). These provisions reduced or eliminated the Social Security benefits for over 3.2 million people who receive a pension based on work not covered by Social Security (a "non-covered pension") because they did not pay Social Security taxes. The full News Release can be viewed via the following website:

<https://www.ssa.gov/news/press/releases/2025/#2025-03-04>

SSA is beginning to pay retroactive benefits and plans to increase monthly benefit payments to people whose benefits have been affected by the WEP and GPO. **All** of the following apply due to

the end of the WEP and GPO:

- Participant may be issued a retroactive payment because the WEP and GPO no longer apply as of 01/2024.
- Participants may receive their one-time retroactive payment by the end of March, via direct deposit into their bank account on record with SSA.
- Many participants may also receive an increase in their monthly benefit amount, effective for the payment received in 04/2025.
- More complex cases that cannot be processed by automation may take up to a year to receive the retroactive payment.

SSA is mailing notices to those impacted by the end of the WEP and GPO when **any** of the following apply:

- An adjustment is made to the ongoing monthly benefit amount.
- A retroactive payment is issued.

NOTE The retroactive payment may be received two to three weeks before the notice is mailed.

Retroactive Payments

When a participant receives a retroactive payment for Social Security benefits, the payment is treated as a lump sum. Lump Sum payments are countable as a resource. See the CNAP Manual reference [FAA4.B03P](#) titled Lump Sum Resources for more information.

Increased Monthly Benefit Amounts

When a change in income is reported for an open and ongoing case, complete **all** of the following:

- Make the appropriate changes to AZTECS in the appropriate month. (See [FAA6.A03A](#) titled When to Effect Changes for more information.)
- Redetermine eligibility.
- Send the appropriate notice allowing for NOAA, when necessary.

Reminder:

When using the HEAplus State Online Query Internet (SOLQI) Response Data Summary to verify Social Security benefits, the amount listed is not paid to the recipient until the month after the date displayed. Do not budget the increased amount until the month after the date displayed, or later, when NOAA is required.

NOTE This reminder does not apply to Supplemental Security Income (SSI).

Change Reporting

Participants assigned to Simplified Reporting are required to report a change when the gross monthly income of all participants included in the NA budgetary unit exceeds 130% of the current Federal Poverty Level.

Two-Parent Employment Program (TPEP) participants assigned to Standard Reporting are required to report changes including, and not limited to, **all** of the following:

- Changes in income.
- Changes in resources.

For more information on reporting requirements, see [FAA6.A01](#) titled Participant Initiated Changes.

General Information: Forms Update

Changes to Forms – 03/08/2025 through 03/14/2025

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):

- Notice to Employees (POU-003) Poster (English).
The internal poster was rebranded and the logo updated.
- Notice to Employees (POU-003-S) Poster (Spanish).
The internal poster was rebranded and the logo updated.
- Spread the Word (FAA-1055A) poster (English).
The poster was rebranded and the logo updated.
- Spread the Word (FAA-1055A-S) poster (Spanish).
The poster was rebranded and the logo updated.
- Elderly Simplified Application Project (ESAP) (FAA-1825A) (English).
The poster was rebranded and the logo updated.
- Elderly Simplified Application Project (ESAP) (FAA-1825A-S) (Spanish).
The poster was rebranded and the logo updated.

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.