

What's Changed on 04/28/2025

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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.

Change: Merchandise Received for Reviewing Products

EFFECTIVE DATE: For interviews or changes completed on or after 05/05/2025.

A participant may receive merchandise in exchange for reviewing products.

When the merchandise is kept, the value of merchandise is not considered income.

When the merchandise is sold, the money received is considered income.

For more information, see **any** of the following:

- [FAA4.H01B.48](#) titled Merchandise Sales
- [FAA4.H01B.55](#) titled Product Reviewer Income

Clarification: NA and CA Noncitizen Script

Staff are required to read the NA and CA Noncitizen Script (FAA-1710A) to the PI or authorized representative at **any** of the following times:

- Prior to conducting the interview.
- When adding a noncitizen to the case.

For more information, see **all** of the following references:

- [FAA2.A06](#) titled Determining Budgetary Units

- [FAA3.D06B](#) titled Qualified noncitizens

Reminder: Required SMD Worksheet (FAA-1813A)

A review of NA cases currently receiving the Standard Medical Deduction (SMD) was completed. The review shows that the required Standard Medical Deduction (SMD) Worksheet (FAA-1813A) is not being completed or uploaded into OnBase.

Under the SMD Waiver, the Food and Nutrition Service (FNS) requires Arizona to educate NA budgetary units about SMD eligibility. To ensure compliance with FNS' requirements, Arizona uses the FAA-1813A to educate the NA budgetary units about medical expenses.

During the NA interview and when changes in medical expenses are reported during the approval period, staff must complete **all** of the following:

- Use the FAA-1813A to educate the NA budgetary units about medical expenses.
- Complete and upload the FAA-1813A into OnBase.

For more information regarding medical expenses, see **all** of the following:

- [FAA5.I03E](#) titled NA Medical Expenses and Deduction
- [FAA6.A03K](#) titled NA Medical Expenses – Effecting Changes
- [FAA6.S](#) titled The Renewal Process (Renewal)

General Information: FBCP Exemptions

The CA Family Benefit Cap Period (FBCP) exemptions have been updated to remove outdated information including **all** of the following:

- The Born During Arizona Works exemption is no longer valid because the MAXIMUS administered Arizona Works program was only effective from 04/01/1999 through 09/15/2002.
- Anything specifying 11/01/1995 has been removed. The date was only needed when the FBCP first started.

This information was removed because anyone born during these time periods are now adults.

The Benefit Cap Grid: Determining the BC Child (FAA-1302A) form has been updated and the FAA1583A Electronic Benefit Cap Determination Unity form will be updated with these changes.

General Information: Forms Update

Changes to Forms – 04/19/2025 through 04/25/2025

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:

- Grant Diversion FAA Worker Approval Checklist (FAA-1580A) (English)

The form was redesigned to make it easier to use. Thanks to all the field staff for their comments and suggestions.

- Grant Diversion FAA Worker Approval Checklist (FAA-1580A-S) (Spanish)

The form was redesigned to make it easier to use. Thanks to all the field staff for their comments and suggestions.

Newly created forms:

- No forms were created during the specified period.

Revised Marketing Materials (Posters, Pamphlets, Flyers):

- Limited English Proficiency (LEP) poster (PPP-1122A)

The poster had been rebranded and the new DES logo added.

- Time Saving Tips (FAA-1513A) flyer (English)

The flyer has been rebranded, new DES logo added, and the verbiage updated.

- Time Saving Tips (FAA-1513A-S) flyer (Spanish)

The flyer has been rebranded, new DES logo added, and the verbiage 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.