

## What's Changed on 10/27/2025

[Change: Verification Process Changes](#)

[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.

### Change: Verification Process Changes

EFFECTIVE DATE for using participant statement verification: For all eligibility determinations completed on or after 09/02/2025.

EFFECTIVE DATE for change decreases and ineligibility: For all changes received on or after 09/22/2025.

To improve our agency's quality case determinations, numerous changes have been made to the process for verifying eligibility factors for the NA and CA programs.

Verification is proof of a subject, statement, or circumstances and is used to establish the accuracy of each eligibility factor.

Types of verification include **all** of the following:

- Documented
- Interface and state hubs
- Collateral contact
- Visually viewed

**All** of the following were changed for the verification process:

- Participant statement verification is no longer considered verification for any eligibility factors or deductions.
- Collateral contacts are only required to be completed to clarify documented or electronic verification provided by the participant.

NOTE When the participant is unable to provide the requested verification and asks for assistance, staff can complete a collateral contact to assist the participant.

- Best available information can be used on rare occasions when all attempts to obtain the verification are unsuccessful, and there are no other verification sources available. Best

available information includes, and is not limited to, **any** of the following:

Information written on the participant's application.

Information located in the participant's case file.

Detailed (verbal or written) information from the participant.

NOTE Best available information must be approved by the Program Administrator (PA) or Region Program Manager (RPM) and must contain detailed documentation. See [FAA1.C02A](#) titled Providing Verification for more information.

Additionally, effective 09/22/2025, verification requirements when effecting a change that results in a decrease in benefits or complete ineligibility have changed.

A change reported by the participant that results in a decrease in benefits, including zero allotment, requires verification of the change. When hard copy or electronic verification is not available, verification is requested from the participant. The participant has ten calendar days to provide the missing information. When the participant does not provide the documented verification **one** of the following occurs allowing for Notice of Adverse Action (NOAA):

- The case is closed for failure to provide required verification.
- An eligibility determination is completed without allowing for the unverified expense.

A change reported by the participant that results in complete ineligibility of benefits does not require verification of the change. Benefits are closed for the first month possible, allowing for adequate notice.

NOTE Complete ineligibility due to a reported change no longer requires NOAA.

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**Policy references revised on 10/27/2025 due to these changes:**

- FAA1.B04D - NA Expedited Applications with Postponed Verification
- FAA1.B06 - Application Denials – Overview
- FAA1.C02A - Providing Verification
- FAA1.C03D - Notifying Participants of Actions Regarding Their Benefits
- FAA1.D01C - Elderly Simplified Application Project (ESAP)
- FAA1.D02D - Grant Diversion
- FAA1.D02E - Two Parent Employment Program (TPEP)
- FAA2.A02 - Application Screening
- FAA2.A04 - Authorized Representatives
- FAA2.A06 – Determining Budgetary Units
- FAA2.A07 – Budgetary Units with Special Circumstances
- FAA2.A09 – Disqualified Participants

- FAA2.B03 – Conducting the Interview
- FAA2.C04C – Temporary Out of State Requirements
- FAA2.E06C.05 – Voluntary Quit Noncompliance Notification
- FAA2.E06C.06 – Drug Conviction Noncompliance Notification
- FAA2.E06I.03 – School Recombiance
- FAA2.E06I.04 – Immunization Recombiance
- FAA2.G02A – Verifying Pregnancy
- FAA2.G02B – Verifying the Expected Delivery Date (EDD)
- FAA2.M06E.04 – FBCP Claim of Sexual Assault or Incest
- FAA2.M07F.02 – LIBL/STBL Hardship Extension Eligibility – Caretaker Verification
- FAA2.M07F.04 – LIBL/STBL Hardship Extension Eligibility – Homeless Verification
- FAA2.M07F.05 – LIBL/STBL Hardship Extension Eligibility – Ability to Complete an Educational or Training Program Verification
- FAA2.M07F.06 – LIBL/STBL Hardship Extension – Participant Cannot Find or Afford Childcare Verification
- FAA2.M07F.07 – LIBL/STBL Hardship Extension – Transportation is Not Readily Available or Affordable Verification
- FAA2.M07F.09 – LIBL/STBL Hardship Extension – Other LIBL/STBL Extension Reason Verification
- FAA2.M09B – ABAWD Exemptions
- FAA3.D01 – Adult Student Eligibility for NA
- FAA3.D02 – Age of a Participant
- FAA3.D04 – Arizona Residency
- FAA3.D05 – CA Student Criteria
- FAA3.D06A – United States Citizens
- FAA3.D06B – Qualified Noncitizens
- FAA3.D07 – Duplicate Participation
- FAA3.D09 – Residents of Institutions for NA
- FAA3.D10 – Social Security Number (SSN)
- FAA3.E02A – CA PRA School Attendance Requirements
- FAA3.E02B – CA PRA School Attendance Good Cause for Noncompliance
- FAA3.E02C.01 – School Attendance Noncompliance for New Applications
- FAA3.E02C.02 – School Attendance Noncompliance for Renewal Applications
- FAA3.E02D.08 – School Attendance Good Cause Reason Verification

- FAA3.E03A – CA PRA Immunization Requirements
- FAA3.E03B – CA PRA Immunization Good Cause for Noncompliance
- FAA3.E03B.01 – CA PRA Immunization Good Cause Reasons
- FAA3.E03B.02 – CA PRA Immunization Good Cause Verification
- FAA3.E03C.01 – CA PRA Immunization Noncompliance for New Applications
- FAA3.E03C.02 – CA PRA Immunization Noncompliance for Renewal Applications
- FAA4.A03 – Financial Accounts - Verification
- FAA4.A03B – Financial Accounts – Sources of Verification
- FAA4.A05C – Individual Development Accounts (IDA)
- FAA4.A05C.01 – IDA Renewals
- FAA4.B04 – Liquid Assets - Verification
- FAA4.B04C – Verification Methods of Liquid Assets
- FAA4.D03D.01 – Homestead Qualifications
- FAA4.D03D.02 – Homestead – Intent to Build
- FAA4.D03D.03 – Homestead – Temporarily Unoccupied Homes
- FAA4.D05 – Other Assets - Verification
- FAA4.F02D – NA Resource Changes
- FAA4.G – Expenses Exceed Income (EEI)
- FAA4.H01A – Income Eligibility Requirements
- FAA4.H01B.01 - Adoption Subsidy Payments
- FAA4.H01B.02 - Alimony Payments
- FAA4.H01B.03 - AmeriCorps Network Program
- FAA4.H01B.04 - Annuity Payments
- FAA4.H01B.05 - Arts and Crafts
- FAA4.H01B.06 - Assistance Income Types
- FAA4.H01B.07 - Babysitting and Childcare
- FAA4.H01B.08 - Begging or Panhandling
- FAA4.H01B.09 - Billboard Sales, Swap Meets, and Yard Sales
- FAA4.H01B.10 - Blood or Blood Plasma Sales
- FAA4.H01B.11 - Bonuses and Cash Incentives
- FAA4.H01B.12 - Burial Benefits
- FAA4.H01B.13 - Capital Gains

- FAA4.H01B.14 - Cashback Rewards
- FAA4.H01B.15 - Census Income
- FAA4.H01B.16 - Child Care Stabilization Grant
- FAA4.H01B.17 - Child or Cash Medical Support Income
- FAA4.H01B.18 - Clinical Trial Compensation
- FAA4.H01B.19 - Commissions
- FAA4.H01B.20 - Contract Income
- FAA4.H01B.21 - Dependent Child Income
- FAA4.H01B.22 - Diverted Funds
- FAA4.H01B.23 - Dividends and Royalties
- FAA4.H01B.24 - Earned Income Tax Credit (EITC)
- FAA4.H01B.25 - Educational Income
- FAA4.H01B.26 - Farming Income
- FAA4.H01B.27 - Federal and State Tax Refunds and Child Tax Credit
- FAA4.H01B.28 - Financial Account Deposits and Withdrawals
- FAA4.H01B.29 - Flex Credits
- FAA4.H01B.30 - Foster Care Payments
- FAA4.H01B.31 - Gifts, Contributions, or Donations
- FAA4.H01B.32 - Grants, Loans, Awards and Scholarships
- FAA4.H01B.33 - Guardian Subsidy Payments
- FAA4.H01B.34 - Individual Development Account (IDA)
- FAA4.H01B.35 - In-kind Income
- FAA4.H01B.36 - Inheritance Income
- FAA4.H01B.37 - Insurance Payments
- FAA4.H01B.38 - Interest Payments
- FAA4.H01B.39 - Jobs Program Income
- FAA4.H01B.40 - Jury Duty Income
- FAA4.H01B.41 - Leave and Severance Pay
- FAA4.H01B.42 - Legal Settlements
- FAA4.H01B.43 - Loans
- FAA4.H01B.44 - Lottery or Gambling Winnings
- FAA4.H01B.45 - Lump Sum Payments

- FAA4.H01B.46 - Mathematica TANF Survey Incentive Payments
- FAA4.H01B.47 - Medical Loss Ratio Rebates
- FAA4.H01B.48 - Merchandise Sales
- FAA4.H01B.49 - Military Income
- FAA4.H01B.50 - Native American Income, Claims, or Funds
- FAA4.H01B.51 - Newspaper Delivery
- FAA4.H01B.52 - Odd Jobs
- FAA4.H01B.53 - Parsonage Income
- FAA4.H01B.54 - Provider of Services
- FAA4.H01B.55 - Product Reviewer Income
- FAA4.H01B.56 - Public Housing FSS Escrow Account
- FAA4.H01B.57 - Railroad Income Benefits
- FAA4.H01B.58 - Recycling Income
- FAA4.H01B.59 - Refugee Income
- FAA4.H01B.60 - Reimbursements
- FAA4.H01B.61 - Rental Property Income
- FAA4.H01B.62 - Retirement and Pension Benefits
- FAA4.H01B.63 - Sales Contracts
- FAA4.H01B.64 - School Clothing Allowance
- FAA4.H01B.65 - S Corporation Profits
- FAA4.H01B.66 - Seasonal Sales
- FAA4.H01B.67 - Senior Community Service Employment Program
- FAA4.H01B.68 - Shelter Cost Sharing
- FAA4.H01B.69 - Sheltered Workshop Income
- FAA4.H01B.70 - Small Business Income
- FAA4.H01B.71 - Social Security Benefits
- FAA4.H01B.72 - Strike Pay
- FAA4.H01B.73 - Summer Component Program
- FAA4.H01B.74 - Third Party Beneficiary Payments
- FAA4.H01B.75 - Tips and Gratuities
- FAA4.H01B.76 - Trade Readjustment Allowance
- FAA4.H01B.77 - Trust Fund and Per Capita Distribution

- FAA4.H01B.78 - Tuition and School Fees Refunds
- FAA4.H01B.79 - Unemployment Insurance (UI)
- FAA4.H01B.80 - Vendor Payment Income
- FAA4.H01B.81 - Veterans Administration (VA) Benefits
- FAA4.H01B.82 - Virtual Currency Mining
- FAA4.H01B.83 - Vocational Rehabilitation Income
- FAA4.H01B.84 - Volunteer Income
- FAA4.H01B.85 - Wages and Salaries
- FAA4.H01B.86 - Work Adjustment Program
- FAA4.H01B.87 - Workers' Compensation
- FAA4.H01B.88 - Workforce Innovation and Opportunity Act
- FAA4.H01B.89 - Work Study
- FAA4.H02A – Income Budgeting Basics
- FAA5.I02B – CA Payment Standard (A1/A2)
- FAA5.I02D – Transitional Child Care (TCC)
- FAA5.I03A – Shelter Expenses and Deduction
- FAA5.I03B – Dependent Care Expenses
- FAA5.I03D – NA Utility Expenses and Allowances
- FAA5.I03E – NA Medical Expenses and Deduction
- FAA6.A03A– When to Effect Changes
- FAA6.A03B – Verifying Reported Changes
- FAA6.A03C – Address – Effecting Changes
- FAA6.A03E – Death of a Participant – Effecting Changes
- FAA6.A03F – Dependent School Attendance – Effecting Changes
- FAA6.A03I – Marital Status – Effecting Changes
- FAA6.A03K – NA Medical Expenses – Effecting Changes
- FAA6.A03M – NA Transitional Benefit Assistance (TBA) – Effecting Changes
- FAA6.A03O – Resources – Effecting Changes
- FAA6.A03P – Shelter Cost – Effecting Changes
- FAA6.A04B.28 – Expenses Exceed Income ACTS Alert
- FAA6.A04B.38 – HEA CURR RECEIVE ACTS Alert
- FAA6.A04B.51 – MACC – MAC Change Process ACTS Alert

- FAA6.B04 – Work Requirement Disqualifications
- FAA6.E03E.02 – Routing the FAA-0529A for Potential IPV Errors
- FAA6.Q01P.23 – Prudent Person Concept Definition

## **General Information: Forms Update**

Changes to Forms – 10/18/2025 through 10/24/2025

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):

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

New Marketing Materials (Posters, Pamphlets, Flyers):

- No new marketing materials were created during the specified period.

Forms and Marketing Materials Archived from the Document Center:

- No forms were archived from the Document Center.