

## What's Changed on 12/08/2025

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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: Cashback Rewards**

FNS has provided guidance on how cash back rewards are to be handled.

Cashback rewards are programs that pay the participant when the individual signs up and uses the mobile application for qualifying purchases at participating providers, such as gas stations, grocery stores, or restaurants.

When participants receive cashback rewards, the income is considered countable as a resource.

### **Clarification: Key As You Go Method**

FAA staff should refer to the appropriate case processing standard work for additional guidance. The Key as You Go method has been removed from the CNAP+ Manual reference FAA2.B03 titled Conducting the Interview.

### **Clarification: ESAP New NA Applications**

When potential eligibility for the Elderly Simplified Application Project (ESAP) is discovered while conducting an interview for a new NA application, educate the participant about ESAP and the considerations offered by the project.

When additional verification is needed, send the Information Needed – NA (F011) notice allowing the participant ten calendar days to provide the information.

When no additional verification is required and the budgetary unit is NA eligible, complete **all** of the following:

- Authorize the NA benefits.

- Send the ESAP Approval (F125) notice.
- On CARC, assign the case to Site Code 705C.

NOTE Only after benefits are authorized is an ESAP case assigned to Site Code 705.

More information about ESAP is available at FAA1.D01C titled Elderly Simplified Application Project (ESAP).

### **Reminder: CA Jobs Program Preliminary Orientation (JPPO)**

The Policy Support Team (PST) received information from the Jobs Program that FAA is not documenting CADO with the outcome of the Jobs Program Preliminary Orientation (JPPO) compliance. CADO must be documented in order for the Jobs Program to be informed of the JPPO compliance status.

When the participant completes the JPPO, take **all** of the following actions:

- Document “JPPO Pre-Compliance completed” in CADO.
- Approve the CA application when the budgetary unit meets all other eligibility requirements.

When the participant is unable to complete the JPPO during the interview, take **all** of the following actions:

- Document “JPPO Pre-Compliance Not Completed” in CADO.
- Send the Information Needed (A011) notice.

When the participant refuses to comply with the JPPO during the interview, take **all** of the following actions:

- Document “JPPO Pre-Compliance not completed due to participant’s refusal” in CADO.
- Deny the CA application. Key JP in the DENIAL CLOSURE REASON field on AFED.
- Send the Noncompliance With Jobs/New Orientation (A208) notice.

For more information, FAA staff can review **all** of the following:

- [FAA5.A03A](#) titled CA Jobs Program Preliminary Orientation (JPPO)
- [FAA5.A03A.01](#) titled JPPO FAA Procedures

### **General Information: Forms Update**

Changes to Forms – 11/29/2025 through 12/05/2025

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):**

NOTE When a mandatory poster is listed below, offices must order the mandatory poster through the warehouse. Refer to FAA1.C03F titled Communicate with the Public for more information about posters.

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

**New Marketing Materials (Posters, Pamphlets, Flyers):**

NOTE When a new mandatory poster is listed below, offices must order the mandatory poster through the warehouse. Refer to FAA1.C03F titled Communicate with the Public for more information about posters.

- 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.