

.07 Lifetime Benefit Limit (LIBL) – Hopi Tribal TANF

REVISION 49
(01/01/21 - 12/31/21)

A Hopi Family Assistance Program (HFAP) budgetary unit (BU) is eligible to receive TANF for a maximum of 60 months.

Any countable months the HFAP BU accumulate while living outside the HFAP service delivery area (SDA) also count toward the 60-month LIBL.

HFAP determines hardship exemption eligibility for the HFAP BU based on HFAP Tribal TANF policies and completes the following:

- Notifies the BU when they are eligible for a hardship exemption.
- Notifies FAA of the BU eligibility for the hardship exemption by completing and faxing the Tribal - Turn Around Document (TAD) (FAA 1125A) to FAA.

FAA completes the following when notified of an HFAP LIBL hardship exemption:

- Contacts the [FAA Systems Helpdesk](#) to have the LIBL counter corrected
- Checks to make sure that all AZTECS screens are correctly keyed to ensure eligibility is correctly determined (See [HFAP Special Keying Requirements](#))
- Documents the [case file\(g\)](#) with the exempt month and reason for the exemption
- Completes the TAD and faxes the TAD to the HFAP office using the Fax Cover Sheet (DES-1078A) form.
- Uploads the TAD to OnBase.

When the case is in the current system month, AZTECS sends the LIBL Tribal TANF 60-Month Limit (X075) notice to the BU when the following are met:

- The BU has received 59 countable months of TANF
- The case is in open status
- The case is in the current system month

The X075 informs the PI of the following:

- The BU has reached the 60th month of their LIBL
- The TANF benefits will stop
- The PI's appeal hearing rights

When the case is not in the current system month, AZTECS does not send the X075 notice. FAA staff must ensure the case is in the current system month.

When the TIME LTD MONTHS USED field on CODC displays 59 months or more send the LIBL Tribal TANF 60-Month Limit (A400) notice.

When a BU claims a hardship during their 60-month Lifetime Benefit Limit (LIBL), HFAP completes the following:

- Determines hardship exemption eligibility for the HFAP BU
- Notifies the BU when they are eligible for a hardship exemption
- Notifies FAA of the BU eligibility for the hardship exemption by completing the TAD and faxing the TAD to FAA