

FAASTA.J State Field Warrant Issuance (STWF)

01 STWF - Purpose

Use **STFW** to register that a warrant has been issued from the **PAAR** fund. This prevents **AZTECS** from issuing a duplicate benefit.

WARNING

PAAR payments should not be authorized except in emergency situations. Supervisory approval is required. When issuing a PAAR payment, record it in AZTECS on STFW

Access STFW through **CLME** by completing the following:

- Select the FIELD WARRANT ISSUANCE option.
- Key the CASE NUMBER.
- Key the BENEFIT MONTH. The benefit month must be the current month or prior month in which the case was active in AZTECS.
- Key ST in the PROGRAM TYPE field.
- Press ENTER.

When there were more than two issuances in a benefit month, the first issuance displays. DO NOT key an amount over the amount displayed. Press ENTER again to view later issuances for the same month. STFW does not allow a second replacement for a warrant with a status indicating already replaced.