

**What's Changed on 03/23/2020****What's Changed on 03/23/2020**

Change: Definition of Self-Employment Income

General Information: SSA and VA Offering Phone Services Only

General Information: Forms Update

This page relays to 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 [FAA6.R01](#) of the CNAP Manual.

The above list summarizes the information on this page. Within the CNAP Manual, each item listed above links to screens below.

***Change: Definition of Self-Employment Income***

EFFECTIVE DATE: For all interviews completed on or after 03/23/2020

This change was done to assist FAA staff in determining whether babysitting income meets the definition of self-employment or a type of earned income.

The employer-employee relationship policy was moved from the Self-Employment Definition section to Wages and Salaries in Earned Income.

To determine whether a participant is self-employed refer to their federal income tax return. When the tax return indicates they are self-employed consider the income self-employment.

When the federal income taxes do not indicate self-employment or are not filed consider one or more of the following:

- Participant's intention is to make a profit or produce income as a regular occupation.
- Participant uses the income for their livelihood.
- Participant represents to others as being engaged in a business of selling of goods or providing a service.
- Participant is available to take on additional clients.
- Participant has documentation that supports their claim of self-employment.
- Participant is a member of a business or trade association.
- Participant does not have an employer - employee relationship.

Babysitting income may be considered wages and salaries or self-employment. FAA staff must explore whether the babysitting income meets the self-employment definition.

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Policy reference(s) revised due to this change:

**FAA4.I03R - [Wages and Salaries - Overview](#)**[Prior Policy](#)

Added description of who is considered an employee and added references to Earned Income Types and the Self-Employment Definition. (Effective for all interviews completed on or after 03/23/2020)

**FAA4.J04 – [Self-Employment Definition](#)**[Prior Policy](#)

The self-employment definition has been enhanced for clarity. (Effective for all interviews completed on or after 03/23/2020)

**FAA4.J05C – [Babysitting](#)**[Prior Policy](#)

A Revised policy to clarify that babysitting income is consider self-employment when it meets the self-employment definition. Removed policy regarding babysitting in one's own home and in other people's homes, as this is not a definitive indication of self-employment. (Effective for all interviews completed on or after 03/23/2020)

***General Information: SSA and VA Offering Phone Services Only***

The Social Security Administration (SSA) and Veterans Administration (VA) have closed offices for in-person services due to the Coronavirus (COVID-19) pandemic. Online and telephone services remain available for both agencies at this time.

For additional information, please see the following press releases:

- [Social Security Administration](#)
- [Veterans Administration](#)

***General Information: Forms Update***

Changes to Forms – 03/14/2020 through 03/20/2020

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