

What's Changed on 11/08/2021

Reminder: Afghan Humanitarian Parolees

Reminder: Ensuring the Application has a Signature

General Information: Eligibility Factors Table PDF Update

General Information: Daylight Saving Time (DST) has Ended

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 [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. This page must be discussed during the weekly [policy dissemination](#) in every office which determines eligibility, reviews eligibility, or answers questions regarding eligibility. ([Current week's FAA-1215A](#))

Reminder: Afghan Humanitarian Parolees

An [Urgent Bulletin](#) was emailed on 11/01/2021 to inform staff that effective 09/30/2021, Afghan humanitarian parolees are eligible for Nutrition Assistance (NA) and Cash Assistance (CA) benefits without a waiting period when all other eligibility requirements are met. This bulletin is an update to the original [Urgent Bulletin](#) that was issued on 09/09/2021.

The new eligibility has been authorized under the Extending Government Funding and Delivering Emergency Assistance Act (PL 117-43), also commonly referred to as the Continuing Resolution (H. R. 5305) which was signed into law on 09/30/2021.

The following participants are eligible for NA and CA until 03/31/2022 or until the end of their parole term, whichever is later:

- Afghan citizens or nationals paroled into the United States between 07/31/2021 and 09/30/2022
- Their spouses or children paroled after 09/30/2022
- Their parents and guardians paroled after 09/30/2022 when the Afghan citizen or national is an unaccompanied child

The OAR - Afghan Parolee Non-SI Class of Admission (COA) code in AZTECS has been updated to reflect the new eligibility guidance.

The policy regarding the Afghan humanitarian parolees has been revised with updated information at FAA2.K08A.09 titled [Special Immigrant Visa Holder](#) in the Cash and Nutrition Assistance Policy (CNAP) Manual.

IMPORTANT

All Afghan non-citizen applications for FAA assistance during the first eight months in the U.S. are processed at designated Refugee Offices only (Site Code 285C and 169C).

Reminder: Ensuring the Application has a Signature

This is being issued to remind staff of the identifiable application policy. For the NA and/or CA programs, an identifiable application must include the following:

- Name of the applicant
- Residential or mailing address
- Signature of the PI, responsible adult participant, or the authorized representative

Staff must not register unsigned applications in AZTECS. The following are ways to collect a signature:

- Written Signature
- Electronic Signature (HEAplus)
- Recorded Telephonic Signature
- Signature Pad (Local Office)

When completing a phone application during data entry in HEAplus, staff must ensure the HEAplus application contains a signature for all programs before submitting the application. After submitting the application, check the case summary page in HEAplus to ensure the application status for NA/CA shows submitted.

The Telephonic Signature Waiver allows for a verbal attestation in lieu of a signature on the application form for the NA/CA programs. When conducting a phone interview and the technology for a voice signature is not available, the participant may verbally attest to the information provided on the application. Staff must document that the applicant verbally attested to the information provided on the application. The verbal attestation is for NA/CA programs only. It is not approved for MA signatures or for use with any other form, including OnBase E-Forms.

General Information: Eligibility Factors Table PDF Update

The Eligibility Factors Table (EFT) PDF has been updated. Please dispose of any previous printouts. The EFT PDF lists all mandatory eligibility factors for CA and NA.

The updated list can be found at [FAA6.O01A](#).

General Information: Daylight Saving Time (DST) has Ended

DST ended on 11/07/2021. All FAA offices are now in the same time zone.

See [FAA6.Q01D.02](#) for more information.

General Information: Forms Update

Changes to Forms – 10/30/2021 through 11/05/2021

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

Forms Archived from the Document Center

- No forms were archived from the Document Center