What's Changed on 07/05/2022

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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 [FAA6.R01](#) of the CNAP Manual.

The above list summarizes the information on this page. Each item listed above links to the corresponding section below.

The information on 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](#))

Change: Social Security Number (SSN) Verification

EFFECTIVE DATE: For applications received on or after 07/05/2022

When a participant provides an SSN, FAA is to review system interfaces to determine the validity of the SSN before requesting verification.

When the participant provides an SSN, ensure the SSN is keyed in the system. Review AZTECS interface or HEAplus hubs to determine whether the SSN is valid.

In AZTECS, one of the following codes displays in the VR field on CLIS or CLPR:

- I - Invalid SSN
- R - SSN Verification Requested
- V - SSN Verified
- X - Participant Reported as Deceased

In HEAplus, one of the following displays in the verification section of the State Online Query Internet (SOLQI) Response Data Summary screen:

- SSN is verified
- SSN is not verified

SSN requirements are met when the R or V code displays on CLIS or CLPR or when "SSN is verified" displays on SOLQI. The participant is not required to provide verification of their SSN when a system interface indicates the SSN is verified.

When good cause is claimed the following apply:

- Hard copy or collateral contact verification is used to decide when a good cause exists.

  NOTE A participant statement is not allowable verification.

- When the participant is in the process of legally changing their identity due to violence or abuse, request a copy of a legal petition or court order or judgment.

For complete policies and procedures, see FAA3.D06 titled Social Security Number (SSN) in the CNAP Manual.

Policy reference(s) revised due to this change:

FAA3.D06 – Social Security Number (SSN)   Prior Policy

Revised to clarify the SSN verification policies and procedures. (Effective for applications received on or after 07/05/2022)

Change: Elderly Simplified Application Project (ESAP) Verification

EFFECTIVE DATE: Effective for all eligibility determinations completed on or after 07/01/2022

The verification section has been updated to provide clarity regarding the use of a participant statement as verification for the Elderly Simplified Application Project (ESAP).

When system interface is unable to verify eligibility factor, the ESAP demonstration project allows the use of participant statement verification unless the statement is unclear, questionable, or discrepant. The participant statement can be used as primary verification for any of the following:

- Identity
- Income
- Shelter expense
- Telephone expense
- Utility expenses

Policy reference(s) revised due to this change:

FAA1.A18 – Elderly Simplified Application Project (ESAP)   No archive

Clarified use of the participant statement during verification of ESAP eligibility factors. (Effective for eligibility determinations completed on or after 07/01/2022)
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Reminder: Waiver of the Interview Requirement

An Urgent Bulletin was emailed on 06/28/2022 to inform staff that due to unforeseen circumstances, the interview waiver is in effect until further notice.

The interview waiver allows FAA to complete one of the following:

- When the participant's identity and all applicable mandatory verifications are verified without contacting the participant, complete a determination.
- When the participant's identity and all applicable mandatory verification is not verified, use the following sources to verify the mandatory information:

  The State Verification Exchange Systems (SVES)

  Collateral contact to a third party based on the information reported on the application.

  Call the participant to obtain the mandatory verification or the participant's statement when allowed by policy. Use the participant's statement when applicable (See FAA2.C02 – Participant Statement Verification).

When all attempts to verify the mandatory verification are unsuccessful, send the appropriate information request notice. Allow the participant the required timeframe to provide the verification. When the mandatory verification is not provided within the timeframe on the information request notice and the participant did not request assistance or additional time to provide, deny the application on the timely denial date. Use the appropriate Denial Closure Reason for the mandatory verification factor that the participant failed to provide. (See FAA6.K12 – Denial Closure Reason Reference Links).

When requested expense verification is not provided, determine the benefit without allowing the unverified expense.

When the NA participant provides the requested mandatory verification in the second 30- day period, reopen the case. (See FAA1.B07 – NA Participant Complies in the Second 30 Day Period – Overview).

General Information: End of TANF PEAF Payments

Effective 05/05/2022, all TANF Pandemic Emergency Assistance Fund (PEAF) payments have ended.

The TANF PEAF payments that were authorized by the American Rescue Plan Act (ARPA) of 2021 have ended. Under the law, the payments were not allowed to continue beyond four months. As of 05/05/2022, all funds for the payments have been exhausted. All participants eligible for a Cash Assistance (CA) payment for the months of 10/2021, 11/2021, and 12/2021 have received their TANF PEAF payments.

On 05/04/2022, FAA Systems issued a one-time reduction of TANF PEAF payments in the amount of $26 per child for each eligible CA case and $90 per child for each eligible Grant Diversion case. This one-time reduced payment exhausted all remaining funds.

When a participant inquires about the TANF PEAF payments ending, inform them that the payments were limited under the law. Provide the participant with additional community resources

when needed.

General Information: Forms Update

Changes to Forms – 06/25/2022 through 07/01/2022

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

New Marketing Materials (Posters, Pamphlets, Flyers):

- No new marketing materials were created during the specified period

Forms Archived from the Document Center

- No forms were archived from the Document Center