

What's Changed on 09/06/2022

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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 [What's Changed History](#) 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: FBCP Claim of Sexual Assault or Incest

EFFECTIVE DATE: Policy has been clarified as of 09/06/2022

This change was made to clarify that the participant's written and signed statement on the completed Claim of Sexual Assault or Incest (FAA-0260A) form is all the verification that is required for this benefit cap (BC) child exemption.

A child born during a mother or father's Family Benefit Cap Period (FBCP) as a result of sexual assault or incest is exempt from the FBCP policy. When the participant is claiming the child was born due to sexual assault or incest, request the participant complete the FAA-0260A and provide any other documents available that can be used as verification.

When the participant states, that there are no other documents available, accept the FAA-0260A as verification. See [FAA2.M06E.05](#) titled FBCP Claim of Sexual Assault or Incest in the CNAP+ Manual for more information.

Policy reference(s) revised due to this change:

FAA2.M06E.05 – [FBCP Claim of Sexual Assault or Incest](#) [Prior Policy](#)

Added FBCP to the title. Removed language regarding 'unless evidence exists' and clarified steps to be taken for the BC exemption. (Policy has been clarified as of 09/06/2022)

Change: Death of a Participant

EFFECTIVE DATE: For interviews completed on or after 09/06/2022

This is being issued to alert staff that verification of death is required before a deceased participant is removed from the case.

When FAA is unable to obtain verification of death, the deceased participant is not removed from the case.

The deceased participant's unused benefits are returned during the expungement process. (See [FAA6.Q01E.12](#) titled Expunged Benefits Definition in the CNAP+ Manual for expunged benefits definition and when benefits are expunged).

Policy reference(s) revised due to this change:

FAA6.A03D – [Death of a Participant – Effecting Changes](#) [Prior Policy](#)

Added the verification required before removing a deceased participant from a case. Merged the death of the Primary Informant into this reference. (For interviews completed on or after 09/06/2022)

General Information: FFY 2023 SNAP COLA

The Food and Nutrition Service (FNS) makes annual changes to standards based on the Federal Poverty Level (FPL). This Cost-of-Living Adjustment (COLA) changes income limits, deductions, and benefits at the start of the 2023 Federal Fiscal Year (FFY) on 10/01/2022.

The monthly rollover for the current system month (CSM) of 10/2022 is 08/27/2022. After 08/27/2022, benefits approved must be authorized in the CSM of 10/2022. FAA Systems completes a mass change on 09/10/2022. NA cases not in the CSM of 10/2022 are not updated with the mass change. FAA staff must authorize benefits in the CSM of 10/2022 to ensure participants receive the correct benefit amount.

NA cases not in the CSM of 10/2022 must be reworked, including cases authorized in 11/2022 or 12/2022.

The FFY 2023 SNAP COLA changes will be added to the CNAP Manual effective 10/01/2022. A list of the updated policies will be provided in a future What's Changed (WC).

General Information: DCSS Office Relocation

Effective 09/06/2022, the Division of Child Support Services (DCSS) DE136 290 E. La Canada, Avondale, AZ 85323 office is relocating. All staff and cases are assigned to the following office:

DE101
6010 N 7th Dr
Glendale, AZ 85301

DCSS offices are virtual. For documents that require notarization, DCSS is accepting a photocopy of the participants driver's license or any other government-issued identification card along with the documents.

All documents can be sent via email to DCSS-Documents@azdes.gov or through the mail at P.O. Box 40458, Phoenix, AZ 85067.

DCSS offices also utilize a document drop-box for participants to deliver and drop off documents securely in the lobby.

Participants are encouraged to access the AZ Child Support Portal at <https://dcssprod.azdes.gov/dcss/edcss/index.jsf> to complete services online or by calling Customer Service at 1 (800) 882-4151 Monday – Friday, 7 a.m. to 5:30 p.m.

General Information: Forms Update

Changes to Forms – 08/27/2022 through 09/02/2022

As a reminder, it is important not to save documents on your desktop or in 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