

What's Changed on 08/28/2023

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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: Site Code 466C

EFFECTIVE DATE: The CNAP Manual has been updated as of 08/28/2023

Site Code 466C is used in AZTECS to identify cases located in Colorado City, AZ, due to special processing needs.

Do not change the SITE CODE field on CARC when the case is assigned to Site Code 466C. Site Code 466C has been added to the list of specialty caseloads.

For a complete list of specialty caseloads, see [FAA9.A01](#) titled Case Record Control (CARC) Procedures. (Internal use only)

Policy reference(s) revised due to this change:

FAA6.A04A.01 – [ACTS Actions](#) (internal use only) [Prior Policy 08/28/2023](#)
Added Site Code 466 for Colorado City cases and 261C to align with the CARC policy. (Updated as of 08/28/2023)

FAA9.A01 – [Case Record Control \(CARC\) Procedures](#) (internal use only) [Prior Policy 08/28/2023](#)
Added Site Code 466 for Colorado City cases to the specialty caseloads. (Updated as of 08/28/2023)

Change: Fiscal Responsibility Act of 2023

EFFECTIVE DATE: For all applications received on or after 09/01/2023

The Fiscal Responsibility Act of 2023 requires changes to the Able Bodied Adults Without Dependents (ABAWD) policy.

FAA has an approved ABAWD waiver through 09/30/2023 that suspends the ABAWD time limit. Though the ABAWD time limit is waived, FAA staff must follow the policy and AZTECS keying procedures for reporting purposes.

Starting 09/01/2023, **all** of the following changes have been made to the ABAWD policy:

- FAA staff must screen all NA participants 18 years of age through 50 years of age to determine whether the participant is subject to the ABAWD work requirements.
- New ABAWD exemptions have been added for **all** the following participants:
 - Participants experiencing homelessness.
 - Veterans who served in the United States Armed Forces, regardless of the discharge or release status.
 - Former foster care youth 24 years of age or younger who were in the custody of foster care when they turned age 18, or a higher age when the maximum age for foster care is higher than 18.
- **All** of the following ABAWD exemptions have changed:
 - The ABAWD age exemption is changing from 50 years of age or older to 51 years of age or older.
 - The mentally or physically unfit for work exemption will no longer be used for homeless participants. FAA staff should use the new ABAWD exemption for homelessness.
- All ABAWD exemptions can be verified using participant statement verification, unless questionable.

When a participant claims an ABAWD exemption that is questionable, the participant has the primary responsibility for providing verification of the exemption. Examples of verification that can be used for ABAWD exemptions have been added to the CNAP Manual.

More changes are being made to the ABAWD policy and procedures to prepare for the ABAWD statewide time limit waiver ending on 09/30/2023. The Policy Support Team (PST) will be notifying FAA staff and NA participants of these changes soon.

Policy reference(s) revised due to this change:

FAA2.M01 – WERE/CODC/CODF - Purpose

Prior Policy

Updated the age from 50 to 51 based on the ABAWD age change effective 09/01/2023. (Effective for applications received on or after 09/01/2023)

FAA2.M09A – ABAWD Eligibility and Requirements

Prior Policy

Revised age exemption from 50 to 51. Added three new exemptions to the ABAWD time limit requirements. Added that the mentally or physically unfit for work exemption will no longer be used for homeless participants. FAA staff should use the new ABAWD Exemption for homeless. Added

that ABAWDs are screened to determine whether a referral to SNAP CAN is appropriate.
(Effective for applications received on or after 09/01/2023)

FAA2.M09B – Exemptions from ABAWD Work Requirement and Time Limit

Prior Policy

Revised age exemption from 50 to 51. Added three new exemptions to the ABAWD time limit requirements. Added that the mentally or physically unfit for work exemption will no longer be used for homeless participants. FAA staff should use the new ABAWD Exemption for homeless.
(Effective for applications received on or after 09/01/2023)

Clarification: Mid Approval Contact (MAC) Unity Form

Clarification has been added to the CNAP Manual on the use of the Mid Approval Review Unity Form to complete the MAC process.

Staff can use the Mid Approval Review Unity Form to assist the participant with responding to the MAC questions. Also, the Nutrition Assistance (NA) Mid Approval Contact (FAA-1108A) form is only used for in-person contact and when the unity form is not available.

For more information on how participants can complete the MAC process, see [FAA6.A02A.01](#) titled NA 12-Month or 24-Month Approval MAC Requirement and [FAA6.A02A.02](#) titled NA 36-Month Approval Period MAC Requirement.

Clarification: NA Work Requirement Notice Procedures

The CNAP+ Manual procedures have been updated. It was discovered that the NA Work Requirements (X640) notice was not being automatically mailed. The notice is required to be sent to the budgetary unit when at least one participant is subject to NA work requirements. The notice is sent automatically when NA benefits are approved at initial, renewal, or when a change is made causing a participant to become non-exempt. The issue has been resolved.

When it is discovered that the budgetary unit did not receive the X640 notice, FAA staff must send the NA Work Requirements (F040) notice.

The F040 and X640 notices are used to explain the NA work requirements when the budgetary unit has at least one participant subject to NA work requirements.

General Information: Forms Update

Changes to Forms – 08/19/2023 through 08/25/2023

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:

- Potential Overpayment (OP) Referral (FAA-0526A) form
- Report of CA/NA Overpayment (FAA-0529A) form
- Tribal/FAA Turn Around Document (TAD) (FAA-1125A) form
- Verification of Out-of-State Benefits (FAA-1475A) form

Newly created forms:

- No forms were created during the specified period

New Marketing Materials (Posters, Pamphlets, Flyers):

- No new marketing materials were created during the specified period

Revised Marketing Materials (Posters, Pamphlets, Flyers):

- No Marketing Materials were revised during the specified period

Forms Archived from the Document Center

- No forms were archived from the Document Center