

What's Changed on 08/05/2024

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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](#))

Clarification: Additional Case Numbers Created by HEAplus

When an application submitted in HEAplus has not been registered in AZTECS by the Technical Information Process System (TIPS) transfer process, **all** of the following must be completed:

- Review AZTECS to determine whether an additional case number has been created.
- When an additional case number is located, the additional case number must be deleted on DECA in AZTECS by a member of management.

For more information on the DECA procedures, see [FAA9.A03](#) (internal use only) titled Delete Case (DECA) Procedures. See [FAA2.A01](#) titled Application Requirements for additional application requirements.

Clarification: NA Expedited Services (NAX) AMPS Calendar Date

To be timely, NA expedited (NAX) benefits must be placed on the EBT card no later than the seventh calendar day from the application date.

The NA/CA Expedited Interview (X905) notice displays the seventh calendar day. The notice provides the participant seven calendar days to complete the interview process for expedited services.

The NA 7 DAY EXPEDITE column on the AZTECS Monthly Production Schedule (AMPS) Timeliness calendar displays the sixth calendar day. This is done to encourage timely NAX determinations and to avoid same day NAX benefit issuances which require EBT Emergency Benefit procedures.

NOTE NAX benefits approved on the seventh calendar day without issuing emergency benefits are available to the participant by 5:00 a.m. on the eighth day and are considered untimely.

For policy and procedures, see [FAA2.A03](#) titled Requirements for NA Expedited Services (NAX).

General Information: Forms Update

Changes to Forms – 07/27/2024 through 08/02/2024

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

Revised Marketing Materials (Posters, Pamphlets, Flyers):

- No revisions to marketing materials were made during the specified period

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

Forms Archived from the Document Center

- No forms were archived from the Document Center