

## A ABAWD Eligibility and Requirements



An [able bodied adult\(g\)](#) without dependents (ABAWD) participant may qualify for a maximum of three months of NA benefits in a three-year period. The ABAWD three-year period is the same for all NA budgetary units in Arizona. The current period began on 01/01/2022 and ends on 12/31/2024.

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### Policy

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**The ABAWD exemptions change for applications received on or after 09/01/2023. See the [prior policy](#) for the ABAWD exemptions before 09/01/2023. 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 continue to follow the procedures and AZTECS keying procedures for reporting purposes.**

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An ABAWD participant may receive more than three months of NA benefits, during a three-year period when the participant meets any of the following:

- An NA work requirement exemption
- An ABAWD exemption
- The ABAWD work requirements

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### ABAWD Limited Eligibility

When an ABAWD participant does not meet an exemption or the ABAWD work requirement, benefit months count towards the three-month benefit time limit.

NOTE Any prorated benefit months a budgetary unit receives do not count toward the ABAWD three-month limit.

FAA has an approved ABAWD waiver through 09/2023 that suspends the ABAWD time limit. When the three-year period ends the ABAWD countable months reset to zero, starting in the first month of the new three year period. (See [Example 1](#))

NOTE During the ABAWD time limit waiver, the ABAWD participant can receive more than three months of NA benefits.

The ABAWD time limit does not apply to participants who meet **any** of the following exemptions:

- 17 years of age or younger

- 51 years of age or older
- Mentally or physically unfit for work
- Residing in an NA budgetary unit where a member is age 17 or younger

NOTE When a participant resides with a minor child, the minor is not required to be eligible for NA benefits but is required to be included in the same budgetary unit. This exemption applies through the month in which the minor turns 18.

- Pregnant
- [Homeless\(g\)](#)
- Veteran who served in the United States Armed Forces, regardless of discharge or release status
- Former foster care youth 24 years of age or younger who was in the custody of [foster care\(g\)](#) (link to FAA6.Q01F.22) when they turned age 18, or a higher age, when the maximum age for foster care is higher than 18
- An NA Work Requirement Exemption. (See [NA Work Requirement Exemptions](#) for additional exemptions which can be used for ABAWD.)

(For more detailed information about exemptions, see [ABAWD Exemptions](#).)

### The ABAWD Work Requirements

ABAWD participants that do not meet an ABAWD exemption or an NA work requirement exemption must meet the ABAWD work requirements to receive NA benefits beyond the three-month time limit. An ABAWD can meet the work requirement by doing **any** of the following:

- Working at least 20 hours per week (or an average of 80 hours per month). This includes self-employment, paid work, in-kind and volunteer unpaid work, or any combination of these activities.
- Working with average weekly earnings equal to or more than the [Federal minimum wage\(g\)](#) multiplied by 30 hours, regardless of the number of hours worked.
- Participating in and complying with **one** of the following:

The SNAP CAN Program, other than a job search or a job search training program, 20 hours per week or an average of 80 hours a month.

NOTE The program may contain job search or job search training as a subsidiary component when the component is less than half of the required 20 hours per week.

Workforce Investment Opportunities Act (WIOA) Program or any component of WIOA.

Trade Adjustment Assistance (TAA) Act.

Participate at least half-time (as defined by the program) in a Recognized

Refugee Resettlement Program (RRP) approved, funded, or operated by the Office of Refugee Resettlement (ORR).

- Working as a migrant or seasonal farm worker not living in their home project area, and meet **any** of the following:
  - Following the job stream
  - Working a minimum of 30 hours weekly
  - Under contract or agreement to begin employment within 30 days(See [Migrant Farm Workers](#) or [Seasonal Farm Workers](#) for additional information.)
- Participating and complying with the CA Jobs, Tribal NEW, or Tribal TANF Employment Program.

### **ABAWD Good Cause**

An ABAWD participant is determined to have good cause for not meeting the ABAWD work requirement when, due to circumstances beyond the control of the participant, the participant missed work, but would have worked an average of 20 hours per week. Good cause for not meeting the ABAWD work requirement could include, and is not limited to, **any** of the following:

- Illness
- Illness of other household members, requiring the presence of the participant
- Household emergency
- Unavailability of transportation

(For additional good cause reasons, see [NA Work Requirements Good Cause Reasons](#).)

### **ABAWD Reporting Requirements**

ABAWD participants are assigned to NA reporting requirements as follows:

- When the certification period for a budgetary unit containing an ABAWD participant is longer than three months, the budgetary unit is assigned to Simplified Reporting.
- When the certification period for a budgetary unit containing an ABAWD participant is three-months or less, the budgetary unit is assigned to Standard Reporting.

**NOTE** ABAWD participants must report a drop in work hours below 80 per month for both Simplified and Standard Reporting. This requirement is in addition to NA reporting requirements. This requirement also applies to budgetary units containing ABAWD participants subject to the three-month time limit if they do not have a work exemption.

### **ABAWD Reporting Requirements**

NA budgetary units with ABAWD participants are assigned to Simplified Reporting requirements. The budgetary unit is also required to report when the work hours of the ABAWD participant drop below 20 per week or an average of 80 per month.

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## Procedures

For each participant, complete **all** of the following:

- Check whether there is an asterisk next to the participant's name on WERE.  
When there is an asterisk, add the TI-BEGIN date. (See [TI-BEGIN Date](#) for AZTECS keying procedures.)  
When there is no asterisk, review the countable months of the participant to determine whether the participant has reached their whole three-month limit. (See [Tracking ABAWD Countable Months](#) for instructions on how to read CODF.)
- Determine whether the participant meets an ABAWD exemption other than the Geographical Exemption. Complete the appropriate AZTECS screen with the Exemption Reason Code when needed. (See [ABAWD Exemptions](#) for the list of exemptions)

NOTE Participant statement verification is acceptable verification for the Unfit for Work ABAWD Exemption when the reason is obvious and not questionable. Documentation must include at least **one** of the following:

- Details of the interview with the participant that support unfitness for work.
- The reason a participant statement was accepted.
- Observations made during the interview such as cast, sling, wheelchair, or behavioral health issues.
- Why further verification was not requested.
- When the participant does not meet an ABAWD exemption, determine whether the participant meets an ABAWD work requirement. (See [ABAWD Work Requirements](#) for additional information)
- Complete the appropriate AZTECS screen to apply the Geographical Exemption when the ABAWD participant does not meet either an exemption or the ABAWD work requirement.

During the interview for all nonexempt ABAWD participants, explain **all** of the following information to the PI or authorized representative:

- The NA Work Requirements.
- ABAWD participants can meet the ABAWD work requirement by participating in the Supplemental Nutrition Assistance Program Career Advancement Network (SNAP CAN).

NOTE Determine whether a referral to SNAP CAN is appropriate for the participant. (See [SNAP CAN Screening and Referral](#) for more information.)

When no exemption exists, AZTECS sends the NA Work Requirements (X640) notice at approval informing the participant of work requirements and providing contact information for employment and training services.

NOTE When the X640 notice is not sent, send the NA Work Requirements (F040) notice.

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## Verification

Participation in the SNAP CAN Program, WIOA, or the Refugee Resettlement Program (RRP) of 20 hours per week must be verified. The work program must verify the participation of the participant. The FAA worker can assist with verification by speaking with the work program case manager.

Verify the ABAWD good cause reason when questionable.

Verify the ABAWD exemption when questionable. For more information on verification, see [ABAWD Exemptions](#).

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## AZTECS Keying Procedures

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- [Keying ABAWD Work Requirements on WERE](#)
- [Keying ABAWD Exemptions on WERE](#)
- [Keying WORW to Refer an ABAWD to the SNAP CAN Program](#)

## Keying the WERE Screen for ABAWD Work Requirements

Key **one** of the following ABAWD work requirement codes in the EXPT RSN FS field on the WERE screen:

- EM when the ABAWD participant:
  - Works at least 20 hours per week, average 80 hours per month.
  - Has self-employment income for at least 20 hours per week.
  - Has average weekly earnings equal to the [Federal minimum wage\(g\)](#) multiplied by 30 hours, regardless of the number of hours worked.
  - Is a migrant or seasonal farm worker not living in their home project area.
  - Is determined to have good cause.
- EV when the ABAWD participant meets the work requirement through unpaid work such as volunteering and In-kind work.

- WN when the ABAWD participant is actively participating and complying with the CA Jobs Program, which includes Tribal New or Tribal TANF Employment Program.
- PC when the ABAWD participant is actively participating and complying with a work program such as SNAP CAN Program, Workforce Investment Opportunities ACT (WIOA), or the Refugee Resettlement Program (RRP).

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### Examples

- 1) The ABAWD three-year period runs from 01/01/2022 through 12/31/2024 (36 months). Jack, an ABAWD participant, applies for NA on 01/10/2022. Jill, another ABAWD participant, applies for NA on 12/16/2024. The three-year period starts for each of them on 01/01/2022.

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### Legal Authorities

7 CFR 273.24(a)

7 CFR 273.24(b)

7 CFR 273.24(f)

FNS Waiver

### [Prior Policy](#)

*last revised 08/28/2023*