

B Simplified Reporting



Specific requirements regarding Simplified Reporting, including what must be reported and by when it must be reported.

Policy

The following budgetary units are assigned to Simplified Reporting requirements:

- All NA, except for **all** of the following:
 - The Arizona Simplified Nutrition Assistance Program (AZSNAP) (See [Arizona Simplified Nutrition Assistance Program \(AZSNAP\)](#) for AZSNAP reporting requirements)
 - Transitional Benefit Assistance (TBA), budgetary units. (See [NA Transitional Benefit Assistance \(TBA\) - Effecting Changes](#) for TBA reporting requirements)
- All CA, except for participants in the Two Parent Employment Program (TPEP)

What Changes are Required to be Reported for Simplified Reporting?

For NA, the participants are required to report **all** of the following:

- When the gross monthly income of all participants included in the NA budgetary unit exceeds 130% of the current FPL. (See [NA Gross Monthly Income Eligibility Standard](#) for FPL amounts)
 - NOTE This also includes income of disqualified participants.
- Lottery or gambling winnings from a single game that meets or exceeds the winnings reporting amount. (See [Winnings Reporting](#) for the amount.)

For CA, the participants are required to report **all** of the following:

- When the gross monthly income of all participants included in the CA budgetary unit exceeds the A1 payment standard. (See [A1 Payment Standards](#) for amounts)
 - NOTE This also includes income of disqualified CA participants.
- When the dependent child moves out or is removed from the CA budgetary unit by a state or federal agency.

Though it is not a Simplified Reporting requirement, the participant is encouraged to report a change of address to FAA and the U.S. Postal Service to ensure notices that may affect their eligibility are received.

Change Reporting Time Frame – Simplified Reporting

At the interview, the participant is required to report any changes that have occurred from the application date through the interview date.

After the interview, changes are to be reported with **all** of the following guidelines:

- No later than the tenth calendar day of the month following the month the change occurred.
- For Tribal TANF, changes occurring after the approval are to be reported within ten calendar days of the date the change becomes known to the budgetary unit.
- When the reporting deadline falls on a weekend or holiday, the reporting due date is extended to the following [workday\(g\)](#).

When verification is needed, the participant is required to respond to the notice requesting the verification by the due date on the notice. Failure to respond to notices requesting verification may cause benefits to be denied or stopped.

For instructions on how to report a change, see [Reporting Changes - Participant Responsibilities](#).

Legal Authorities

7 CFR 272.12(c)

7 CFR 273.1(b)(7)

7 CFR 273.1(b)(7)(vi)

7 CFR 273.2(f)(11)

7 CFR 273.2(f)(11)(ii)

7 CFR 273.2(f)(11)(iii)

7 CFR 273.11(c)(1)

7 CFR 273.11(c)(4)(i)

7 CFR 273.11(c)(4)(ii)

7 CFR 273.11(k)(13)(m)

7 CFR 273.11(n)

[Prior Policy](#)

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