

## F Near-Reservation Referral Process - NNPSR

A CA application may be turned in at an **FAA** near-Reservation local office. (See [NNPSR SDA](#)) When this occurs, and the applicant resides within the city limits of a designated near-Reservation community, the OST staff must complete the following:

- Accept and register the application.
- Schedule the interview for the FAA programs.
- Complete the FAA/Navajo Nation **TANF**-Cash Assistance (CA) Screening Guide (FAA-1124A).

### WARNING

The following procedures **ONLY** apply to the following FAA local offices in near-Reservation communities:

- [310C](#)
- [314C](#)
- [331C](#)
- [335C](#)
- [336C](#)
- [374C](#)

CA applications **MUST** be referred to the Navajo Nation Program for Self Reliance (NNPSR) when both of the following occur:

- The PI has a Navajo census number
- The budgetary unit resides within the city limits of a designated near-Reservation community.

The OST staff must complete the following:

- Inform the applicant they **MUST** apply at an [NNPSR office](#) to have a CA eligibility determination completed.
- Complete the Personal Information section of the Fax/Hand Carry Cover Sheet (FAA-1152A) form.
- Inform the CA applicant the FAA-1152A will be sent to the appropriate Navajo Nation TANF office.

- Refer the CA applicant to the correct NNPSR office to apply for CA benefits.
- Send the completed FAA-1152A to the appropriate Navajo Nation TANF office, to the attention of the NNPSR Program Manager.

A copy of the completed FAA-1152A must be attached to the turned in [official FAA application](#).

NOTE When FAA receives an FAA application from an NNPSR office, the date it is received in the FAA local office is the date of application.

- Route the FAA application to an EI to deny the referred CA and to process all FAA programs.

The EI must complete the following:

- Key a ten calendar day alert on EWAL to follow up on the NNPSR CA referral.
- Contact the NNPSR local office when the CA approval information has not been received.

**WARNING**

Do not delay processing FAA programs when the NNPSR determination has not been completed.

- Key NT in the DENIAL CLOSURE REASON field on AFED to deny the NNPSR referred CA.
- Send the [A201 notice](#).