

**ARIZONA DEPARTMENT OF
ECONOMIC SECURITY
Family Assistance Administration
NUTRITION ASSISTANCE
ABLE BODIED ADULT WITHOUT
DEPENDENTS (ABAWD) TIME LIMITS**

An Able Bodied Adult Without Dependents (ABAWD) is a Nutrition Assistance (NA) participant who is 18 to 52 years old and does not meet a work requirement or an exemption. These participants are limited to three full months of NA benefits in a fixed three year period.

Review the work requirements and exemptions, if any of these apply to you, mark the boxes, sign, date, and

**See pages 15-17 for USDA/EOE/
ADA disclosures**

return this form to FAA.

ABAWD WORK REQUIREMENTS

Work at least 20 hours per week (or an average of 80 hours per month). This includes any combination of:

- **Paid work**
- **Self-employment**
- **Volunteer work**
- **In-kind work: working in exchange for food, rent, or other needs. Proof must include the value of the work and the number of hours worked.**

Participating and complying with the work requirements of any of the following programs at least 20 hours per week:

- **The Supplemental Nutrition Assistance Program Career Advancement Network (SNAP CAN) program, other than a job search or a job search training**

program.

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.**
- **An employment and training program for veterans offered by one of the following:**
 - **Department of Labor**
 - **Department of Veterans Affairs**

Any combination of working and participating in a work program for at least 20 hours per week.

ABAWD AND NA WORK REQUIREMENT EXEMPTIONS

**Under the age of 18 years old OR
Age 53 years or older**

**Lives with a child, under 18, who
is a member of the budgetary unit,
even if they are not eligible for NA
benefits**

**Unable to work because of a
physical or mental health reason**

Pregnant

Homeless

**A veteran who served in the United
States Armed Forces, regardless of
your discharge status**

**Age 24 or younger and in foster
care on the participant's 18th**

Birthday

**Participating in a drug or alcohol
treatment program**

**Providing for an incapacitated
person**

Receiving Unemployment Insurance (UI) or has a pending UI application

Attending school, training program, or college at least half time

Participating and complying with the work requirements of one of the following programs:

- **Cash Assistance (CA) jobs program,**
- **Refugee Resettlement Employment program,**
- **Tribal Native Employment Works (NEW) program**
- **Tribal TANF Employment Programs**

Receiving Social Security Supplemental Income (SSI)

Earn an amount equal to or more than the Federal minimum wage multiplied by 30 hours per week, regardless of the number of hours worked. (A total of at least \$217.50 per week or \$870 per month).

A migrant or seasonal farm worker under contract or agreement to return to work within 30 calendar days.

Can show good cause for not meeting work requirements:

In some cases, a person who is employed and who has been meeting the 20 hours per week (or average of 80 hours per month) work requirement may have good cause for not meeting the work or participation requirement. Good cause is a temporary situation that is not in the person's control. Some examples of good cause may be illness, illness of a household member, lack of transportation, household emergency or natural disaster.

If you think you have good cause, please let us know immediately so we can update our records.

Living in a geographically exempt area (on a Reservation or outside of Maricopa County)

Participant's Name: _____

Case Number: _____

Signature: _____

Date: _____

HOW TO GIVE US YOUR INFORMATION

You can submit your information to us in any of the following ways:

- 1. Health-e-Arizona Plus accounts ONLY: You can use your on-line account to:
Scan and upload verification, OR
Print Health-e-Arizona Plus fax cover sheets and fax verification to the number on the fax cover sheet.**
- 2. Return it by mail to:
Department of Economic Security**

**P. O. Box 19009 Phoenix, AZ
85005-9009**

Please include your printed name and case number on each document you send to us.

- 3. If you do not have Health-e-Arizona Plus account, fax to: 602-257-7031, if faxing from area codes 602, 480, or 623; or 1-844-680-9840, TOLL FREE if faxing from any other area code. Please include your printed name and case number on each document that you fax to us.**
- 4. Take this notice to the local Department of Economic Security, Family Assistance office.**

EMPLOYMENT AND TRAINING OPPORTUNITIES

If you do not meet an ABAWD exemption and are not currently meeting the ABAWD work requirements, you may contact the Supplemental Nutrition Assistance

Program Career Advancement Network (SNAP CAN) for assistance. The SNAP CAN Program providers have resources that can help you meet your ABAWD work requirement. The SNAP CAN Program providers may pay for expenses that are reasonably necessary and directly related to participation in the program, such as:

- **Transportation**
- **Childcare**
- **Personal safety items or equipment**
- **Other reasonable required costs, such as tools, books, and uniforms**

For any month you meet the work requirement, the time limit will not apply to you.

For information about SNAP CAN:

-Visit the SNAP CAN website at www.azsnapcan.com.

Employment services are available to any household member through ARIZONA@WORK.

For information about ARIZONA@WORK:

-Visit the ARIZONA@WORK website at arizonaatwork.com

REGAINING ELIGIBILITY AFTER YOUR BENEFITS STOP

When a participant loses NA eligibility because of reaching the 3-month time limit, the participant may regain eligibility when any of the following occur:

- 1. Meets the ABAWD work requirement by completing any of the following in a 30 day period:**
 - Works 80 hours**
 - Participants in a work program for 80 hours**
 - Has a combination of work and work program participation for**

80 hours

2. Meets any exemption

3. Enters a new three-year period, the three-year period restarts on 01/01/2025.

There is no limit to the number of times an ABAWD can regain eligibility when they meet the criteria above.

ABAWDs may be eligible for one extension period, which is an additional three months of NA benefits. ABAWDs may be potentially eligible when all of the following apply to the ABAWD participant:

- Was determined ineligible for receiving three countable months of NA in the current three-year period.**
- Met the ABAWD work requirement during any 30 consecutive day period and is no longer meeting the ABAWD work requirement.**

- **Has not received an ABAWD extension period in the current three-year period.**

IF YOU HAVE QUESTIONS OR NEED ASSISTANCE

Contact us if you need help in getting documents or other information at:

- 1. Call 1 (855) 432-7587 Monday through Friday 7:00 a.m. to 6:00 p.m.**

The TTY/TTD number for the hearing impaired is 7-1-1

- 2. In person at any Department of Economic Security Family Assistance Administration Office**

REPORTING CHANGES

You must report any changes listed below by the 10th day of the month following the month the change occurs.

- **When the gross income for your household totals more than**

130% of the federal poverty level (FPL) per month (Gross income is the amount of your income before any deductions).

- **When you are an able-bodied adult between the ages of 18 and 52 with no dependent children, you must report if your work hours are decreased below 80 hours per month.**
- **When any household member receives lottery or gambling winnings of \$4250 or more in a single game.**

FREE LEGAL ASSISTANCE

For Free Legal Assistance, you may contact:

- **In Maricopa, Mohave, San Luis, Yavapai, and Yuma Counties: Community Legal Services as www.clsaz.org or 1 (800) 852-9075;**

- **In Apache, Cochise, Gila, Graham, Greenlee, Navajo, Pima, Pinal, and Sant Cruz Counties: Southern Arizona Legal Aid at www.sazlegalaid.org or 1 (800) 640-9465;**
- **In Coconino County: DNA People's Legal Services at www.dnalegalservices.org or 1 (800) 798-5781.**

These free legal assistance programs are not a part of DES or AHCCCS.

RULES WE USED TO MAKE OUR DECISION

**Time limit for able-bodied adults: 7
Code of Federal Regulations (CFR)
section 273.247**

Fiscal Responsibility Act of 2023

WHERE TO FIND THE RULES

You can find these laws at any of the following:

- **At a public library**
 - **On the internet at www.ecfr.gov/**
 - **By asking for a copy at any Department of Economic Security Family Assistance Administration office**
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In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), religious creed, disability, age, political beliefs, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print,

audiotape, American Sign Language), should contact the agency (state or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at <https://www.usda.gov/sites/default/files/documents/ad-3027.pdf>, from any USDA office, by calling (833) 620-1071, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights

violation. The completed AD-3027 form or letter must be submitted to:

1. mail:

**Food and Nutrition Service, USDA
1320 Braddock Place, Room 334
Alexandria, VA 22314; or**

2. fax:

**(833) 256-1665 or (202) 690-7442;
or**

3. email:

**[FNSCIVILRIGHTSCOMPLAINTS@
usda.gov](mailto:FNSCIVILRIGHTSCOMPLAINTS@usda.gov)**

This institution is an equal opportunity provider.

To request this document in alternative format or for further information about this policy, contact your local office; TTY/TDD Services: 7-1-1. • Disponible en español en línea o en la oficina local.