



## **POLICY CHANGE ALERT #16-008F**

**TITLE: ABAWD REPORTING REQUIREMENTS**

**ISSUE DATE: 02/10/2016**

**EFFECTIVE DATE: EFFECTIVE IMMEDIATELY**

### **Summary**

Programs Impacted: NA

This Policy Change Alert is being issued to provide information on reporting requirements for able-bodied adults without dependents (ABAWDs). ABAWDs are assigned to reporting requirements as follows:

- Budgetary units containing an ABAWD with certification periods lasting longer than four (4) months are assigned to Simplified Reporting.
- Budgetary units containing an ABAWD with certification periods lasting less than four (4) months are assigned to Standard Reporting.

ABAWDs must report a drop in work hours below 80 per month, regardless of reporting structure.

### **Revision Details**

The FAA Policy Manual will be updated to include the information in this Policy Change Alert during one of the next bimonthly revisions. Until then, an alert will be placed in each revised section with a link to this document as a reminder of the policy change.

### **POLICY REFERENCE: FAA2.P10G—ABAWD REPORTING**

**Able-bodied adults without dependents (ABAWDs) are assigned to reporting requirements as follows:**

- **When the certification period for a budgetary unit containing an ABAWD participant is longer than 4 months, the budgetary unit is assigned to Simplified Reporting.**
- **When the certification period for a budgetary unit containing an ABAWD participant is less than 4 months, the budgetary unit is assigned to Standard Reporting.**

**NOTE** ABAWDs 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 members who would be considered ABAWDs subject to the three (3) month time limit if they did not have a work exemption.

Please contact the FAA Policy Support Team by phone at (602) 774-5523 or by e-mail at [FAAPolicyMgmt@azdes.gov](mailto:FAAPolicyMgmt@azdes.gov) with any questions or concerns regarding this broadcast.

**Please consider the environment before printing this broadcast.**

(16-0239)