

THE UTLOOK



Your Guide to School-Based Child Nutrition Programs

April 2014

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GRANTS AVAILABLE!

➤ **Equipment Assistance Grant for SY2014-15 National School Lunch Program (NSLP) Sponsors – Coming Soon!**

The IL State Board of Education has issued a Request for Proposals (RFP) in response to a USDA award of \$876,609 to assist Illinois SFAs in purchasing equipment needed to meet the new nutritional standards as required by the Healthy Hunger-free Kids Act of 2010. ISBE will issue subgrants, not to exceed \$50,000, on a competitive basis to SFAs with schools where not less than 50% of the enrolled students were eligible for free and reduced-price meals in October 2013 (refer to FY2014 link at http://www.isbe.net/nutrition/htmls/eligibility_listings.htm). The RFP will be available in April at http://www.isbe.net/nutrition/htmls/nslp_grant.htm

➤ **Calling all Team Nutrition Schools in Illinois – Due April 15, 2014**

Curricula Reimbursement Available –Applications due April 15

Is your school interested in acquiring new curricula related to nutrition education, physical activity and education? Is your school interested in taking the HealthierUS School Challenge? To assist Team Nutrition schools interested in applying for the HUSSC, the Division of Nutrition and Wellness Programs is offering the HealthierUS School Challenge Curricula Reimbursement Program effective March 21, 2014. Complete the Request for Application no later than April 15, 2014. Fifty schools will receive reimbursement of up to \$650.00 for purchasing approved evidence-based curriculum, per submitted receipts. The RFA is posted under Funding Opportunities at http://www.isbe.net/funding_opps/htmls/rfp.htm. Apply today! This program is funded through the USDA's 2012 Team Nutrition and Training Grant.

➤ **School Grants for Healthy Kids-Due May 2, 2014**

Action for Healthy Kids has announced the 2014-2015 School Grants for Healthy Kids opportunity. Almost 1,000 grants will be awarded in the range of \$500 to \$5,000 nationwide. The grants are designed to help schools with the following:

- Create or expand School Breakfast Programs
- Pilot Universal Breakfast Programs
- Enhance their physical activity programs

In addition to the monetary value, significant in-kind contributions will be made available. The due date of the grant is Friday, May 2, 2014. A one-hour introductory webinar on Thursday March 20, 2014 at 2:00 p.m. will be aired and the recording will be archived. To register for the webinar and access the application, visit <http://www.actionforhealthykids.org/resources/school-grants>. CSX Transportation, Kellogg Company, and the Kellogg's Corporate Citizenship Fund are partners in this project.

➤ **Team Nutrition Training Subgrants available for CACFP Multi-site Sponsors – Due April 30, 2014**

The Illinois Child Care Wellness – Team Nutrition Training Subgrant Request for Proposals can be found on the Nutrition and Wellness Programs website under *What's New* at <http://www.isbe.net/nutrition>. This opportunity is open to all Child and Adult Care Food Program (CACFP) multi-site sponsors of CACFP facilities at which 90 percent or more of the enrolled children are eligible for free or reduced-price meals. Subgrant funds, from \$6,700 to \$26,700,

will be awarded for training and implementation of programs that create or maintain healthier child care environments. Subgrant awardees will also receive Kids MyPlate posters and Participation Certificates for each facility that participates in subgrant projects.

Viewing an online workshop designed to inform and prepare institutions to apply for the Illinois Child Care Wellness – Team Nutrition Training Subgrant is required. The required workshop is available at the above website and will be available for viewing until the subgrant application's due date of April 30, 2014.

If you have any questions regarding the subgrants, please Robin Desai at rdesai@isbe.net.

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SY2014-2015 Training Opportunities for School-Based Child Nutrition Program Sponsors!

ISBE's Nutrition and Wellness Programs Division will host a variety of training opportunities for school nutrition program staff for SY2014-2015. There is no registration fee for these workshops. Beverage service only will be available. Please save the date for the workshop(s) in your area that are applicable to your job duties. We will post registration information in the near future and will announce to all sponsors through a division email message when registration is available. Locations tend to fill up quickly, so complete registration as soon as announced to secure your space. Register information will be posted soon at <http://webprod1.isbe.net/cns/calendar/asp/eventlist.asp>.

School Meals Menu Planning 101

This ½ day workshop will be a hand-on workshop with menu planning activities geared to the school nutrition personnel that plan the National School Lunch and School Breakfast Program menus. Meal pattern changes required for SY2014-2015 will be included as well as overall meal pattern information. Each workshop location is limited to 50 attendees, so we request that each school register no more than 2 staff to attend this training.

Dates and Locations (Final Locations to be announced once contracts secured)

July 23, 2014 – Arlington Heights (afternoon session)
July 24, 2014 – Alsip (morning session)
July 31, 2014 – Bloomington (morning session)
July 29, 2014 – Carbondale (afternoon session)
July 30, 2014 – Collinsville (morning session)

Direct Certification, Certification, and Verification

This ½ day workshop will be a training on the overall regulations related to the use of the *Electronic Direct Certification System*, certification of household eligibility applications, and verification efforts. Staff that work directly with the overall certification process at your school district would be the best persons to attend this training session.

Dates and Locations (Final Locations to be announced once contracts secured)

August 13, 2014 – Arlington Heights (afternoon session)
August 14, 2014 – Lisle (morning session)
August 21, 2014 – Bloomington (morning session)
August 26, 2014 – Carbondale (afternoon session)
August 27, 2014 – Fairview Heights (morning session)

Overview of the Administrative Review Process

This ½ day training will provide sponsors an overview of the Administrative Review (AR) including all USDA checklists and resources. The Administrative Review is an assessment conducted by the Illinois State Board of Education (ISBE) of the School Food Authority's (SFA) administration of the National School Lunch Program (NSLP), School Breakfast Program (SBP) and other school nutrition programs. The objectives of the AR are to determine whether the SFA meets program requirements, provide technical assistance, secure any needed corrective action, and assess fiscal action, if applicable. ISBE must conduct ARs of all SFAs participating in the NSLP and/or SBP at least once during each three-year review cycle period. The first three-year review cycle began SY2013-2014. These trainings are planned for October 2014. Dates and locations to be announced as soon as possible.

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Training Opportunities for School-Based Child Nutrition Programs

Every third Tuesday of each month from 2:00pm – 3:30pm, ISBE's Nutrition and Wellness Programs Division will host a webinar detailing a variety of NSLP regulations. In case this date and time is not convenient for you or your staff, each webinar will be recorded and archived for future viewing <http://www.isbe.net/nutrition/htmls/workshops.htm> (National School Lunch Program). Prior topics archived online include:

- ✓ Benefit Issuance and Meal Counting and Claiming
- ✓ Electronic Direct Certification
- ✓ Certification of Eligibility
- ✓ Verification
- ✓ NSLP/SBP Menu Planning
- ✓ USDA Foods
- ✓ Implementing the School Breakfast Program
- ✓ Paid Lunch Equity
- ✓ Heart Healthy Month - Focus on Fat and Sodium Reduction in School Meals

Below is the list of future training topics, along with registration information.

Training Tuesday Webinars (February - May 2014)		
Date	Topic	Registration Link
4/15/2014	Local School Wellness Policies	https://www1.gotomeeting.com/register/672001681
5/20/2014	Special Diets/ Accommodations/ Allergies	https://www1.gotomeeting.com/register/164631233

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Attention School Food Authorities (SFAs) Purchasing Produce from U.S. Department of Defense (DoD) Vendors

Some School Food Authorities (SFAs) use funds from their nonprofit food service account (i.e., Section 4 and 11 funds), or funds provided through the FFVP (i.e., Section 19 funds) to purchase additional products directly from DoD Fresh vendors. SFAs should be aware that all direct purchases using Section 4 and 11 or 19 funds, including those procured informally, are subject to the federal procurement regulations at 7 CFR 3016.36.

Accordingly, SFAs may not contract with individual vendors noncompetitively to purchase products using Section 4 and 11 or FFVP funds, even if the same vendors already provide the SFA with product through DoD Fresh using Section 6 funds. Rather, SFAs must meet the competition requirements in 7 CFR 3016.36(c). These regulations require SFAs to conduct either an informal or formal procurement, depending on whether the estimated value of the purchase is above or below the most restrictive applicable small purchase threshold (Federal, State, or local).

In conducting the procurement, it is permissible for SFAs to include vendors that provide services through DoD Fresh when soliciting bids. After evaluating all bids, if the SFA determines that the DoD Fresh vendor's bid is the winning submission, the SFA must directly contract with the vendor, as they would with any other commercial procurement. It is not permissible for SFAs to place orders through DoD's FFAVORS system for any purchases, either formally or informally, to be paid for with Section 4 and 11 or FFVP funds. SFAs that are currently using FFAVORS for purchases paid for with Section 4 and 11 or FFVP funds will no longer be able to do so beginning in School Year 2014-2015.

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Register Now for the Annual School Wellness Conference

ISBE and Illinois Action for Healthy Kids are hosting the seventh annual Illinois School Wellness Conference titled, Every Kid Healthy, on April 30 in Champaign.



Conference sessions will highlight successful school health and wellness-related outreach in schools, innovative projects that improve the overall health of the school community and emerging issues affecting school health and wellness. Featured tracks include: School Nutrition, School Breakfast, Physical Activity, Coordinated School Health and Early Childhood.

The conference is intended for school administrators, educators, physical education teachers, school food personnel, school nurses, school health/wellness team members, board members and other leaders of health organizations, students, childcare providers and community advocates.

- **What:** Illinois School Wellness Conference
- **When:** April 30, 8:15 a.m. to 3:30 p.m.
- **Where:** Hilton Garden Inn, 1501 S. Neil St., in Champaign
- **Registration Fee:** \$50, which includes continental breakfast, lunch, conference materials and raffle prizes.

Register online at www.actionforhealthykids.org/events/event/142. View the schedule below for more information.



Seventh Annual Illinois School Wellness Conference

Wednesday, April 30, 2014, 8:15AM – 3:30PM

Hilton Garden Inn, Champaign, Illinois

[Register now!](#)

8:15 – 9:00	Registration, Continental Breakfast and Exhibits				
9:00 – 10:15	Welcome – Rob Bisceglie, CEO AFHK (20 minutes) Keynote – Dr. Barbara Fiese, Director of the Family Resiliency Center at the University of Illinois – Urbana Champaign (55 minutes)				
10:15 – 10:30	Break and Exhibits				
10:30-11:45 (75 minutes)	Session 1				
	Coordinated School Health: <i>We Choose Health: County-Based Partnerships for Moving the Needle on Coordinated School Health</i>	Nutrition: <i>Health and Wellness Programs in Action</i>	Early Childhood: <i>Opportunities for Wellness in the Early Childhood Setting</i>	Physical Activity: <i>Enhanced PE = Enhanced Learning</i>	School Breakfast: <i>School Breakfast: Start the Day Right</i>
11:45 – 12:00	Break and Exhibits				
12:00 – 1:00	Lunch and Exhibits - Presentation of Robin A. Orr Partnership Awards				
1:00 – 2:00 (60 minutes)	Session 2				
	Coordinated School Health: <i>In the Groove: School Wellness Strategies that Work</i>	Nutrition: <i>What's on the School Menu Today? Nutritious Meals and Smart Snacks.</i>	Early Childhood: <i>We Choose Health: Assessing Nutrition and Physical Activity in Child Care Settings</i>	Physical Activity: <i>Promoting Health and Wellness in Chicago Public Schools</i>	School Breakfast: <i>Making the Grade for Breakfast: IL Success Stories</i>
2:00 – 2:15	Break and Exhibits				
2:15 -3:15 (60 minutes)	Session 3				
	Coordinated School Health: <i>Creative Ideas for Increasing School Wellness</i>	Nutrition: <i>Making Food Fun: Taste Testing to Cooking*</i>	Coordinated School Health: <i>Coordinated School Health: Partnerships to Practice</i>	Physical Activity: <i>Let's Get Moving! Strategies for Increasing Physical Activity in Schools</i>	School Health Services: <i>Including All Children Wellness Activities</i>
3:15 – 3:30	Wrap Up – Mark Haller, SNS, Division Administrator, Nutrition and Wellness Programs, Illinois State Board of Education				

*This session is also relevant for Early Childhood attendees

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USDA Update on Implementation of School Breakfast Program and Smart Snacks

On March 21, 2014, the USDA issued a policy memorandum updating all on the request submitted to them via the Consolidated Appropriations Act, 2014 (P.L. 113-76) that directed the USDA to establish a process, within 90 days of enactment, for States to grant waiver for the 2014-2015 School Year to any local educational agency (LEAs) unable to operate their programs without incurring increased costs if required to comply with the forthcoming Smart Snacks interim final rule and/or the School Breakfast Program requirements. USDA's Office of General Counsel confirmed that USDA is prohibited by Federal Law from waiving these regulations and is also prohibited from authorizing state agencies to do so. Therefore, all Illinois LEAs are encouraged to prepare for the implementation of these program changes. A copy of this policy memorandum along with all ISBE developed guidance on Smart Snacks requirements is available online at <http://www.isbe.net/nutrition/htmls/nslp-usda-nutrition-stds.htm>.

If you have any questions regarding this topic, please contact School-based Child Nutrition Program staff at cnp@isbe.net or (800)545-7892.

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New Online Smart Snacks Product Calculator Available

The Alliance for a Healthier Generation has launched a Smart Snacks Product Calculator. The tool takes the guesswork out of evaluating products based on the new USDA Smart Snacks in School Guidelines and can be found via this link: www.healthiergeneration.org/calculator. Simply enter the product information, answer a few questions, and determine whether your snack, side or entrée item meets the new USDA Smart Snacks in School Guidelines. Results from this calculator have been determined by the U.S. Department of Agriculture to be accurate in assessing product compliance with the federal requirements for Smart Snacks in School. Click [Read USDA's memo here](#) to review USDA's memo.

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Summer Meal Service Requirement

If you are a public school with 50% or more students eligible for free or reduced-price meals and you will operate a summer school program, you must also offer a summer breakfast and/or lunch program and open the doors to the community for children 18 years of age and under (Public Act 96-0734 (http://www.isbe.net/nutrition/htmls/summer_regs_policies.htm)).

If you are uncertain if this requirement applies to you, visit our checklist at <http://www.isbe.net/nutrition/PDF/sfsp-requirements.pdf>.

ISBE administers two federal nutrition programs to assist you in implementing a successful program and to supplement the cost of providing the program:

[National School Lunch Program's Seamless Summer Option \(SSO\) –A Program Overview](#) webinar covering the regulations and procedures for operating an SSO is available at http://www.isbe.net/nutrition/htmls/seamless_summer.htm. To ensure all meals are eligible for reimbursement, you must update your site questionnaire in the Web-based Illinois Nutrition System (WINS) to include SSO prior to the program start date or by June 13, 2014, whichever comes first. A brief webinar providing instructions on updating your site questionnaire to include SSO is available at http://www.isbe.net/nutrition/htmls/seamless_summer.htm.

Summer Food Service Program (SFSP) – Further information about this program is available in the next article below. To ensure all meals are eligible for reimbursement, you must submit Sponsor and Site Questionnaires for SFSP in the Web-based Illinois Nutrition System (WINS) prior to the program start date or by June 13, 2014, whichever comes first. For SFSP questions, contact Amy Bianco or Naomi Greene at 800/545-7892 or email abianco@isbe.net or ngreene@isbe.net.

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Summer Food Service Program

The Summer Food Service Program (SFSP) is designed to provide nutritious meals during the summer months to children from areas where at least 50 percent are eligible for free or reduced-priced meals during the school year through the National School Lunch and School Breakfast Programs. **Does your area meet this criterion?** If so, consider becoming a sponsor to help bridge the gap for the children in your community. All sponsors will be required to submit the program application and monthly claims for reimbursement via the internet.

If the responsibilities of sponsorship of the SFSP are not possible, you can still participate in the program by operating a site, being a vendor, or volunteering your time. Visit our website at <http://www.isbe.net/nutrition/htmls/summer.htm> to learn more about this vital program and how you can help.

The remaining training workshops for the Summer Food Service Program will be held at the locations listed below for organizations interested in sponsoring the SFSP during the summer of 2014. Visit our web site at <http://www.isbe.net/nutrition/htmls/summer.htm> for workshop details, locations, times, and registration.

SFSP New Sponsor Training Schedule

- April 10, 2014 in Schaumburg
- April 16, 2014 in Galesburg
- April 30, 2014 in Lisle
- May 14, 2014 in Springfield

The training sessions are designed to provide a complete overview of the SFSP including ISBE's internet-based program application and claim system.

For additional information, contact Amy Bianco or Naomi Greene at 800/545-7892 or email abianco@isbe.net or ngreene@isbe.net.

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USDA Proposed Rule-Local School Wellness Policy Comments due April 28

On February 26, 2014, the USDA published a proposed rule entitled, "Local School Wellness Policy Implementation Under the Healthy, Hunger-Free Kids Act of 2010," in the Federal Register. The USDA will accept public comments to these proposed rules through April 28, 2014, so please take time to review and provide feedback to USDA. The complete proposed rule is available online at <http://www.gpo.gov/fdsys/pkg/FR-2014-02-26/pdf/2014-04100.pdf>. This proposed rule would ensure that local educational agencies establish and implement local school wellness policies that meet minimum standards designed to support a school environment that promotes sound nutrition and student health, reduces childhood obesity, and provides transparency to the public on school wellness policy content and implementation.

Staff with the Nutrition and Wellness Programs Division will present an overview of this proposed rule during the Tuesday Trainings webinar on April 15, from 2:00 p.m.-3:00 p.m. Register for this webinar at <https://www1.gotomeeting.com/register/672001681>. USDA Food and Nutrition Service recently developed a School Wellness Policy website at <http://www.fns.usda.gov//school-meals/local-school-wellness-policy>. The proposed rule, how to comment, a White House and USDA press release and school nutrition environment and wellness resources are located there.

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Schools Encouraged to Participate in Every Kid Healthy Week April 21-25

Action for Healthy Kids is observing Every Kid Healthy Week from April 21-25 to show kids the ease and importance of eating well and being active every day. The goal is to get students to incorporate healthy behaviors into their daily lives.

More than 500 schools across the United States are holding special events throughout April to highlight sound nutrition, regular physical activity and health-promoting school programs as solutions to the nation's childhood obesity epidemic.

Every Kid Healthy Week is Action for Healthy Kids' annual, signature observance designed to celebrate its schools' wellness achievements. Every Kid Healthy Week was recently added to the National Calendar of Health Observances after being sponsored for Congressional recognition by U.S. Rep. Danny Davis.

Any school can celebrate Every Kid Healthy Week by putting in place wellness initiatives, such as hosting a taste test of healthy food, holding a Family Fitness Night, celebrating with a healthy and active party, incorporating classroom fitness breaks, holding a health fair, introducing recreational field days or renovating a school playground.

More information is available online at www.actionforhealthykids.org/storage/documents/teams/admin_docs/EKH_Week_handout.pdf.

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Planning a Health Fair?

Did you know that googling "Planning a Health Fair at School" will yield 113,000,000 matches? If your school is planning for a Health/Wellness Fair this school year; consider visiting these websites for ideas to help ensure a successful event. The websites below provide items such as timelines, resources, partner ideas, booth ideas and activities.

- Fuel Up To Play 60 for educational professionals, School and Community Health Fairs— <http://school.fueluptoplay60.com/playbook/play.php?id=15812843>
- Wellness Proposals Activities and Ideas— <http://wellnessproposals.com/health-fair-wellness-fair-planning-guide/activities-and-ideas/>
- Coordinated School Health Council— <http://www.healnh.org/2011-11-08-16-46-50/schools/128-health-fair-resources/198.html>
- Pinterest contains a potpourri of Health/Wellness Fair resources and information. — <http://pinterest.com/love2teach4th/school-health-fair/>.

Celebrate Special Events this May

May 2, 2014: Recognize School Lunch Hero Day in Your District!



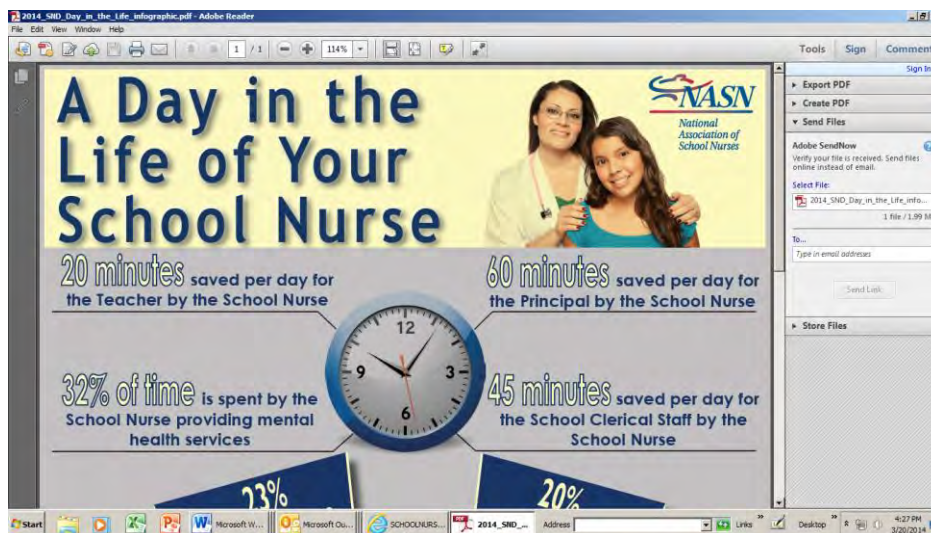
Mark your calendar for School Lunch Hero Day: May 2, 2014! This special holiday honors the hardworking school cafeteria employees across the country. Will you do anything special for the cooks, cashiers, and line workers in your district? Visit www.schoolnutrition.org/snew for celebration and promotion ideas.

May 5-9, 2014: School Nutrition Employee Week

Visit http://www.schoolnutrition.org/Level2_SNEW2013.aspx?id=18422.

May 7: School Nurses Day

Download the poster, A Day in the Life of Your School Nurse at <http://schoolnurseday.org/>



Consumer Food Safety Education Conference 2014

Join your colleagues to shape a food safe future for American consumers on December 4 – 5, 2014 at Crystal Gateway Marriott in Arlington, VA for the the Consumer Food Safety Education Conference 2014. This is your opportunity to meet with educators and professionals and discuss tactics that improve consumer health through the reduction of food poisoning. The carefully constructed conference program will empower you to improve public health outcomes through robust discussion on topics like:

- Motivating Behavior Change
- Assessing Food Safety Education Programs

- Food Safety Education and Social Media
- Real World, Real Change - Reaching Your Target Audiences
-

Enjoy keynote speakers, networking lunches, and breakout sessions as you work with your colleagues towards meeting Healthy People 2020 Food Safety goals. Make a difference in food safety by preparing yourself to help consumers reduce their risk of food poisoning. Register today at <http://www.teamfoodsafety.org/2014> to fight for a food safe tomorrow.

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Calendar of Events

April 2014

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|-------|--|
| 9 | ISBE Board Meeting—via videoconference (Springfield and Chicago ISBE offices) http://www.isbe.net/board/default.htm |
| 10 | Begin submitting March claims for reimbursement. ALL March child nutrition program claims (original and revised) must be received by ISBE no later than May 30, 2014 |
| 10 | SFSP Current New Sponsor Orientation
Schaumburg, Hilton Garden Inn
Register at http://www.isbe.net/nutrition/htmls/sfsp_training.htm |
| 15 | Due date for Team Nutrition HUSSC Curricula Reimbursement Program Applications http://www.isbe.net/funding_opps/htmls/rfp.htm . |
| 15 | Training Tuesday's NSLP Webinar: Local School Wellness Policy
Register at http://www.isbe.net/nutrition/ under <i>Webinars</i> |
| 16 | SFSP Current New Sponsor Orientation
Galesburg, Best Western
Register at http://www.isbe.net/nutrition/htmls/sfsp_training.htm |
| 21-25 | Every Kid Healthy Week™
http://www.actionforhealthykids.org/storage/documents/teams/admin_docs/EKH_Week_handout.pdf |
| 26-29 | ACDA Annual Conference—Austin, Texas, Hyatt Regency
More information available at http://acda.org/page.asp?page=conferences |
| 30 | 7 th Annual Illinois School Wellness Conference
Champaign, Hilton Garden Inn
Registers at http://www.actionforhealthykids.org/events/trainings-and-conferences/event/142 |
| 30 | SFSP Current and New Sponsor Orientation
Lisle, Hilton |

Register at http://www.isbe.net/nutrition/htmls/sfsp_training.htm

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Due date for Team Nutrition Training Subgrant Request for Proposals
<http://www.isbe.net/nutrition> under *What's New*



Nutrition and Wellness Programs

Illinois State Board of Education
100 North First Street, W-270
Springfield, IL 62777
Phone: 800/545-7892 or 217/782-2491
Fax: 217/524-6124
Email: cnp@isbe.net

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If you wish to file a Civil Rights program complaint of discrimination, complete the [USDA Program Discrimination Complaint Form](#), found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov.

Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339; or (800) 845-6136 (Spanish).

For any other information dealing with Supplemental Nutrition Assistance Program (SNAP) issues, persons should either contact the USDA SNAP Hotline Number at (800) 221-5689, which is also in Spanish or call the [State Information/Hotline Numbers](#) (click the link for a listing of hotline numbers by State); found online at http://www.fns.usda.gov/snap/contact_info/hotlines.htm.

USDA is an equal opportunity provider and employer.