

TEXAS POLICY

In Texas, organizations that contract directly with Texas Department of Agriculture's USDA federally funded nutrition programs are called Contracting Entities or CEs. The Summer Food Service Program (SFSP) is identified as a nutrition program and, as such, sponsors are considered CEs.

Background Checks and Government Issued Identification/Proof of Residential Address

Background Checks

During the application process, and at any time during the contracting entity's (CE) participation in the Summer Food Service Program (SFSP), the Texas Department of Agriculture (TDA) may conduct background checks on each non-governmental CE's primary authorized representative, board chairman or principal to determine if that person has a criminal history that would make the organization ineligible to participate in the SFSP.

NOTE: The term "principal" means any individual who holds a management position within, or is an officer of, the contracting entity (sponsor), including all members of the contracting entity's board of directors, or otherwise exercises control of, or determines the actions of, the contracting entity.

Criminal history that would meet this criterion includes a criminal conviction in the seven years preceding the date of application (or date of background check) that indicates a lack of business integrity including, but not limited to:

- Fraud,
- Anti-trust violations,
- Embezzlement,
- Theft,
- Forgery,
- Bribery,
- Falsification or destruction of records,
- Making false statements,
- Receiving stolen property,
- Making false claims, and
- Obstructing justice.

Government Issued Identification/Proof of Residential Address

TDA may collect government issued identification that contains a picture as well as proof of residential (home) address for each principal of non-governmental organizations applying to or participating in the SFSP. If TDA does elect to collect such information, a combination of documentation can be used to achieve this requirement.

Acceptable forms of documentation include:

- Driver's license or personal identification card issued by the Texas Department of Public Safety, or a similar document issued by an agency of another state, regardless of whether the card or license has expired,
- Military identification,
- Valid U.S. Passport,
- Current, valid Texas voter registration card,
- Official mail addressed to the person's current address, by name, from a utility provider or government agency or bank,
- A current lease executed by the individual, and
- Any other proof approved by TDA.