

TEXAS DEPARTMENT OF AGRICULTURE



CSFP, TEFAP AND S/FMNP

3E'S OF HEALTHY LIVING
EDUCATION, EXERCISE AND EATING RIGHT

Newsletter

November 2023 Monthly Newsletter

Commodity Supplemental Food Program (CSFP) and The Emergency Food Assistance Program (TEFAP)

Handbook Updates

Sections of the CSFP Handbook and the TEFAP Handbook were revised to reflect a recent USDA policy guidance update related to beneficiary rights and to clarify the complaint process.

In each handbook the following sections were revised:

Section 3, Managing the Program - Edited to removed requirements for sites operated by religious organizations to display a Written Notice of Beneficiary Rights and to provide a referral to an alternate site to participants who object to the religious character of the site. These changes reflect the removal of these requirements from 7 CFR 16.

Section 6, Civil Rights - Edited to revise the Complaints section to better explain how Contracting Entities should process Civil Rights complaints, along with notification requirements to USDA and TDA.

Form Revisions and Discontinuance

The following forms have been revised to update web links and/or to remove references to requirements for sites operated by religious organizations to display a Written Notice of Beneficiary Rights and to provide referrals to alternate sites for participants who object to the religious character of the site:

- H1504 - CSFP Participant Application and accompanying instructions
- H1516 - CSFP Participant Rights and Responsibilities

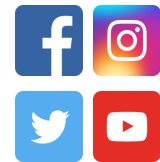
- H1555 – TEFAP Participant Application
- H1555b – TEFAP Participant Alternative Application (Spanish Version)
- TEFAP Participant Rights and Responsibilities (Form also edited to remove reference to providing a signature to designate a proxy.)

The following forms have been removed from SquareMeals and CEs are directed to no longer provide these forms to participants:

- The Emergency Food Assistance Program and the Commodity Supplemental Food Program Beneficiary Referral Request
- The Emergency Food Assistance Program (TEFAP) and/or The Commodity Supplemental Food Program (CSFP) Written Notice of Beneficiary Rights



TEXAS DEPARTMENT OF AGRICULTURE
COMMISSIONER SID MILLER
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Texas Department of Agriculture | P.O. Box 12847, Austin, TX 78711

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