

Form 502020 Applicant Rights & Responsibilities



The following shall be read by, or read to, the applicant or the applicant's caretaker at the time of CSFP application.

1. Standards for participation in the Program are the same for everyone regardless of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.
2. You will be notified in writing of a decision to deny or terminate your CSFP benefits, and of your right to appeal the decision by requesting a fair hearing.
3. You will be provided with nutrition education and encouraged to participate in any nutrition demonstrations offered.
4. You will be provided with information on other nutrition, health or assistance programs and made appropriate referrals to said.
5. Any improper use or receipt of CSFP benefits by you because of dual participation or other program violations may lead to a claim against you to recover the value of the benefits and may lead to your disqualification from CSFP.
6. You must report changes in household income or composition within 10 days after the change becomes known to your household.

The Non-Discrimination Statement is on the back. Please turn it over.

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), disability, age, 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 responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or 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/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf>, from any USDA office, by calling (866) 632-9992, 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 USDA by:

1. mail:
U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410; or
2. fax:
(833) 256-1665 or (202) 690-7442; or
3. email:
program.intake@usda.gov

This institution is an equal opportunity provider.