Written Notice of Beneficiary Rights

Name of Organization: _____

Name of Applicable Program:

☐ The Emergency Food Assistance Program (TEFAP)

☐ Commodity Supplemental Program (CSFP)

Because the Program(s) indicated above are supported in whole or in part by financial assistance from the Federal Government, we are required to let you know that:

- We may not discriminate against you on the basis of religion or religious belief; a refusal to hold a religious belief; or a refusal to attend or participate in a religious practice;

- We may not require you to attend or participate in any explicitly religious activities (including activities that involve overt religious content such as worship, religious instruction, or proselytization) that are offered by our organization, and any participation by you in such activities must be purely voluntary;

- We must separate in time or location any privately funded explicitly religious activities (including activities that involve overt religious content such as worship, religious instruction, or proselytization) from activities supported with direct Federal financial assistance; and

- You may report violations of these protections, including denials of services or benefits, by an organization, by contacting or filing a written complaint with the

  U.S. Department of Agriculture
  Office of the Assistant Secretary for Civil Rights Executive Director
  Center for Civil Rights Enforcement
  1400 Independence Avenue SW
  Washington, DC 20250–9410, or by email to program.intake@usda.gov

- If you would like to seek information about whether there are any other federally funded organizations that provide these kinds of services in your area, please contact the USDA Hunger Hotline:

  By Phone: 1-866-3-HUNGRY or 1-877-8-HAMBRE to speak with a representative from 7:00 AM – 10:00 PM Eastern Time.

  By Text: 914-342-7744 with a question that may contain a keyword such as “food," “summer,” “meals,” etc. to receive an automated response to resources located near an address and/or zip code.

This written notice must be given to you before you enroll in the program or receive services from the program, unless the nature of the service provided or exigent circumstances make it impracticable to provide such notice before we provide the actual service. In such an instance, this notice must be given to you at the earliest available opportunity.

This institution is an equal opportunity provider.

July 2024