



**TO: USDA Recipient Agencies**

**FROM: Susan Lintner, Director of Agency & Program Services**

**SUBJECT: TEFAP Income Eligibility Guidelines 2019-2020 and Civil Rights Training Reminder**

**DATE: June 17, 2019**

**Income Eligibility Guidelines for 2019-2020**

Below, please find USDA Commodities income eligibility guidelines for the period of July 1, 2019 through June 30, 2020. The amounts were obtained by multiplying the 2019 Federal income poverty guidelines by 1.85 or 185%.

***People are eligible to receive USDA food assistance from your program if they attest that their income is at or below the income listed for the number of people in the household. No documentation is needed to prove need in New York State. Use this chart as a guide, but please feel free to use your discretion also and provide food to those that express need, regardless of income.***

Household Size	Annual Income
1	\$23,106
2	\$31,283
3	\$39,460
4	\$47,637
5	\$55,814
6	\$63,991
7	\$72,168
8	\$80,345

For each additional family member add \$8,177

**Civil Rights Training Requirement**

***As a reminder, agencies receiving USDA Commodities must review the Civil Rights training with all volunteers directly interacting with clients annually.*** You will need to complete a sign-in sheet documenting each volunteer who has reviewed the training. Food Bank staff will confirm your agency’s participation in this training when we conduct monitor visits at your sites; the documentation sheet must be dated within the past 12 months to be current.

To locate a pdf of the training and sign in sheet, go to the “Agencies” section of our website, [www.regionalfoodbank.net](http://www.regionalfoodbank.net), under “Agency Resources and Forms”. Please contact me with any questions at [SusanL@regionalfoodbank.net](mailto:SusanL@regionalfoodbank.net) or 518-786-3691 x224.