

**Bureau of Food Assistance**

**The Emergency Food Assistance Program (TEFAP)**

**"Self Declaration of Need"**

Effective July 1, 2021 to June 30, 2022

\_\_\_\_\_  
Recipient Name

\_\_\_\_\_  
Agency Representative Signature      Date

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
Distribution Site Name      Number

\_\_\_\_\_  
City      State      Zip

\_\_\_\_\_  
Distribution Site Location

The Emergency Food Assistance Program is operated in accordance with United States Department of Agriculture (USDA) policy, which prohibits discrimination on the basis of race, color, national origin, sex, age or disability. Eligibility is based upon the income guidelines listed below. The recipient circles the entire line that applies to their Household Size, understanding they must be at, or below, the income level indicated to be eligible for program benefits.

<b>Total Household Income (based on 150% of Poverty)</b>				
<b>Household Size</b>		<b>Annual</b>	<b>Monthly</b>	<b>Weekly</b>
<b>Circle One</b>				
1	\$	19,320	\$ 1,610	\$ 372
2	\$	26,130	\$ 2,178	\$ 503
3	\$	32,940	\$ 2,745	\$ 633
4	\$	39,750	\$ 3,313	\$ 764
5	\$	46,560	\$ 3,880	\$ 895
6	\$	53,370	\$ 4,448	\$ 1,026
7	\$	60,180	\$ 5,015	\$ 1,157
8	\$	66,990	\$ 5,583	\$ 1,288
<i>For each additional family member add:</i>	\$	6,810	\$ 567	\$ 131

I understand the household income limitations and hereby certify that my household size and income make me eligible for participation in the program. I also certify that, as of today, my household lives in the area served by Pennsylvania in The Emergency Food Assistance Program. This certification form is being completed in connection with the receipt of Federal assistance.

**I UNDERSTAND THAT MAKING A FALSE STATEMENT MAY RESULT IN MY HAVING TO PAY FOR THE VALUE OF THE FOOD IMPROPERLY ISSUED TO ME AND MAY SUBJECT ME TO CRIMINAL PROSECUTION UNDER STATE AND FEDERAL LAW.**

\_\_\_\_\_  
Recipient Signature

\_\_\_\_\_  
Date



Return completed form to your designated county agency. If you are unsure of the correct agency, please call the Bureau at 1-800-468-2433.

**THIS FORM IS NOT TO BE ALTERED OR CHANGED IN ANY WAY.**

PLEASE REFER TO THE REVERSE SIDE OF THIS DOCUMENT FOR AN IMPORTANT USDA NON-DISCRIMINATION STATEMENT

## USDA Nondiscrimination Statement

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination complete the [USDA Program Discrimination Complaint Form](#), found online at <https://www.usda.gov/oascr> and at any USDA office, or write a letter addressed to the USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter 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;
- (2) **fax:** (202)690-7442; or
- (3) **email:** [program.intake@usda.gov](mailto:program.intake@usda.gov).

This institution is an equal opportunity provider.

The Emergency Food Assistance Program Pennsylvania TEFAP Proxy Form	
Date _____	
I _____ hereby authorize _____ to pick up my TEFAP Food Package and deliver it to me.	
Client Signature _____	<input type="checkbox"/>
Pantry Representative _____	<input type="checkbox"/> Proxy ID Verified
	Proxy Signature _____