



Food and Nutrition  
Service

May 18, 2020

1320 Braddock Place  
Alexandria, VA  
22314

**SUBJECT:** Approval of Disaster Household Distribution in Response to the National Emergency Declaration Due to COVID-19

**TO:** Bill Ludwig  
Regional Administrator  
Southwest Regional Office

This memorandum is in response to the Utah State Board of Education's (USBE) request to use U.S. Department of Agriculture's (USDA) Foods to operate disaster household distribution. This request is in response to food assistance needs resulting from the COVID-19 National Emergency declared by the President of the United States on March 13, 2020.

USBE, which administers The Emergency Food Assistance Program (TEFAP), requested that USDA approve the use of USDA Foods from TEFAP for disaster household distribution to The Confederated Tribe of Goshute. The disaster household distribution food package will be provided to 125 tribal members through the Utah Food Bank and The Confederated Tribe of Goshute's Emergency Manager.

**Approval is granted for disaster household distribution beginning May 18, 2020 through June 16, 2020.** This approval allows USBE to serve a cumulative total, not to exceed 125 individuals over the course of the 30-day approval period using USDA Foods available on-hand. The following foods are approved for the disaster household distribution food package for a household of one-to-two members: protein items, fruits, vegetables, dairy, and soups. Frozen meats and any perishables must be distributed only if proper cold and frozen storage facilities are available.

For larger households, USBE has approval to provide additional disaster household distribution food packages based on household size. For example, a household of four could receive two disaster household distribution food packages.

**Terms of Approval:**

The USDA Food and Nutrition Service (FNS) is approving USBE's request under the following terms:

1. USBE must provide on a weekly basis beginning May 16, 2020 an estimate of: 1) the amount of TEFAP inventory used for the disaster household distributions; and 2) the number of persons served under disaster household distribution.
2. Please conduct outreach and distribution efforts in a manner to ensure that households that are suffering significant economic losses or significant food access challenges due to COVID-19 are served first.

3. Approval for disaster household distribution is granted through June 14, 2020. Existing TEFAP inventories must be utilized to operate a disaster household distribution including orders placed and scheduled for delivery. Please keep in mind that replacement foods may not be available for delivery until July 2020 and beyond.

Should USBE need additional assistance, other resources may be available through FEMA, <https://www.fema.gov/news-release/2020/04/12/coronavirus-covid-19-pandemic-purchase-and-distribution-food-eligible-public>, and through other USDA programs such as USDA Farmers to Families, <https://www.ams.usda.gov/publications/content/farmers-families-food-box-program-faqs>.

Please have USBE contact the FNS Southwest Regional Office for more information should they have any questions regarding this approval.

### **Authority**

The approval of disaster household distribution of USDA Foods is in accordance with FNS regulations at 7 CFR 250.69. USBE must provide a summary report via the FNS-292A form within 45 days following termination of the disaster household distribution. The information reported on the FNS-292A is the location of distribution sites, the number of persons served, and the type and quantity of USDA Foods distributed.



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Supplemental Nutrition and Safety Programs