



# Child Care OUTREACH

## **Look For Your Provider Number!**

**No providers found their number in our January/February newsletter. There are 5 provider numbers hidden in this issue. If you find yours, call our office to claim your prize. Your name will appear in the next issue of the Child Care Outreach.**

090551

## **NEW QUALIFYING SCHOOLS**

Each year the Nebraska Department of Education updates the list of schools eligible to qualify for Tier 1 rates. If your address was determined to be in a new school area you should have received a letter. Please contact us with any questions. The schools new to the list this year are:

**Bancroft:** Bancroft-Rosalie School

**Bartley:** Bartley

**Broken Bow:** North Park Elementary

**Butte:** Butte

**Chappell:** Elementary/High School-Chappell

**Columbus:** Columbus High School

**Falls City:** High School

**Gering:** Gering Jr High

**Hartington/New Castle:** Hartington,  
Newcastle

**McCook:** McCook Elementary, McCook Jr  
High

**Neligh/Oakdale:** Neligh Primary

**Overton:** Overton Public

**Plattsmouth:** Plattsmouth Elementary

**Sidney:** Central Elementary

**Wood River:** Wood River Rural High School

## **Celebrate CACFP Week** March 14-20, 2021

Help serve over **4.9 million children and adults** healthy meals & snacks daily!

Learn more at [CACFPWeek.org](http://CACFPWeek.org)



## **Community**

The CACFP community works to ensure that all children have access to healthy foods. Share CACFP Week on social media and out in your community.

## **Awareness**

Together we can raise awareness of how the CACFP works to combat hunger. Learn what you can do to promote the CACFP and advocate with a press release, a letter to congress, and a request for proclamation.

## **Children**

Children receive healthy and nutritious meals through the CACFP. Educate children and parents about the CACFP with these fun activities and communication tools.

## **Food Program**

The CACFP helps children learn healthy eating habits. Find out why breakfast is the most important meal of the day and learn some tips for getting kids to try new foods.

## **Participate**

Hundreds of thousands of people participate in the CACFP administering the program or caring for children and adults. Show your appreciation to all of those who work with CACFP every day.

~Every child deserves to be well fed and well led.

# Mark This Date

## KEEP IN MIND

### March

**4th-CCFP claims due IN OUR OFFICE by 5:00PM**

18th-CCFP checks should be mailed

19th-Direct Deposit should be transferred

22nd-Last day LATE January and February claims will be accepted

### April

**4th-CCFP claims due IN OUR OFFICE by 5:00PM**

20th-CCFP checks should be mailed

21st-Direct Deposit should be transferred

20th-Last day LATE February and March claims will be accepted

*\*\*Keep in mind these pay dates are approximate*

In the absence of in person trainings, please visit the following websites for various other training opportunities that may be available to providers.



<https://moodle.education.ne.gov/course/index.php>

Nutrition Services > Team Nutrition > Early Childhood

These are free



Nebraska Extension

**EARLY CHILDHOOD DEVELOPMENT**

<http://child.unl.edu>



**PennState  
Extension**

Better Kid Care: On Demand Distance Education

<https://extension.psu.edu/programs/betterkidcare/on-demand>

We love to hear from you! If you have something you would like to share or comments on how we can improve our program feel free to give us a call at 1-800-642-6481

or email us at:

[cacfp@familyservicelincn.org](mailto:cacfp@familyservicelincn.org)

080963



## **BUILDING TOMORROW CLASS**

### **SCHEDULE**

#### **CPR/FIRST AID**

*\*(CC AREA: Health, Safety and Nutrition)*

March 20, 2021 • Blended training course

April 17, 2021 • Blended training course

Cost is \$55/\$50 for Family Service providers

#### **Strega Nona Meets STEAM via ZOOM**

*\*(CC AREA: Planning Learning Experiences)*

March 18, 2021 • 6:30-8:30PM

\$10/\$5 for Family Service CCFP participants

#### **Early Learning Guidelines: Approaches to Learning via ZOOM**

*\*(CC AREA: Health, Safety, Nutrition)*

April 13, 2021 • 6:30-9:30PM

April 27, 2021 • 6:30-9:30PM

\$30/\$20 for Family Service CCFP Participants

### **Zoom In-services:**

#### **Raising Heart Healthy Kids**

March 23, 2021 • 6:30-7:30PM • Jenny Schmitz

March 24, 2021 • 6:30-7:30PM • Rachel Rowe

March 31, 2021 • 6:30-7:30PM • Rachel Rowe

April 12, 2021 • 6:00-7:00PM • Jenny Schmitz

April 13, 2021 • 6:30-7:30PM • Tonya Hytrek

April 27, 2021 • 6:30-7:30PM • Tonya Hytrek

April 28, 2021 • 6:30-7:30PM • Rachel Rowe

Please contact the office at 800-642-6481 to register

# CCFP UPDATES & REMINDERS

## **\*\*IMPORTANT REMINDER\*\***

### **Annual Update of Child Enrollment Information**

Enrollment Renewal Worksheets are DUE in our office no later than:

**April 30, 2021 at 4:00pm**

**SCANNABLE PROVIDERS:** Your reports will be mailed to you no later than April 12, 2021.

**KIDKARE PROVIDERS:** You must print your own report. To print the report go to “Reports” → “Select Worksheet” → “Enrollment Renewal Worksheet” → “May 2021” → “Run”. Please **do not** print the report until you have submitted your March claim and are physically in the month of April! Make sure the dates on your report are:

**05/1/2021-04/30/2022**

All providers must keep a completed copy of this report for their records. Reports that are incomplete, late or have incorrect dates **WILL NOT** be accepted. If the report is not received or accepted on time, all enrollments will expire April 30, 2021 and your children will be withdrawn. New child enrollments would then need to be completed with a new date of enrollment listed as May 1, 2021. If you have any questions, please refer to your orange instruction sheet or contact your consultant. \*Please be mindful of mailing your report as once it is out of your hands, it is out of our hands when it will be received from the post office!! Give yourself plenty of time!\*

You also have the option to fax or email your report to the office. The copy received must be legible to be accepted. Taking photos of your report with your cell phone is not preferred as it does not always print clearly. If you would like to email or fax your report please send to the following:

**Email: [cacfp@familyservicelincn.org](mailto:cacfp@familyservicelincn.org) Fax: 402-441-4889**

### **License Exempt Incentives**

If you are a License Exempt provider, also known as Subsidy Care or Title XX, you may be eligible for incentives by participating in CCFP or completing required trainings. When you submit your first claim through CCFP you will receive a letter from our office which you will submit to HHS to receive a \$100 Quality Incentive. You may also be eligible for other incentives by completing approved trainings. Contact your Resource Development worker for more information on incentives that may be available for you.



024067



#### **Meet our Consultant Rachel Rowe!**

My name is Rachel Rowe and I have been a food program consultant with Family Service since August of 2018. I currently cover 15 counties throughout the state. Previously, I was an in home daycare provider. I love seeing all of your spaces and the fun activities you all do with your daycare children. Fun fact: I never know what to say when someone asks me how many children I have. I am the mother to 4 biological boys, but I also have two boys my husband and I have guardianshipped and numerous foster children I have loved as my own.

If I'm not working you can find me cheering my children on in their numerous extracurricular activities. We also spend our summers jeeping in the river or camping, kayaking and boating at the lake.



# Sample Cycle Menu



Here is a sample cycle menu to help you plan your spring calendar with creditable recipes.

		MONDAY Day 1	TUESDAY Day 2	WEDNESDAY Day 3	THURSDAY Day 4	FRIDAY Day 5
BREAKFAST	Milk	Whole Milk (age 1) or Low/Fat Free Milk (2-5)	Whole Milk (age 1) or Low/Fat Free Milk (2-5)	Whole Milk (age 1) or Low/Fat Free Milk (2-5)	Whole Milk (age 1) or Low/Fat Free Milk (2-5)	Whole Milk (age 1) or Low/Fat Free Milk (2-5)
	Fruit/Vegetable	Banana	Mixed Fruit	Pears	Apple Sauce	Blueberries
	Grain/Meat <sup>+</sup>	English Muffin	WGR Cereal	Cream of Wheat	WGR Cereal	Waffles
LUNCH	Milk	Whole Milk (age 1) or Low/Fat Free Milk (2-5)	Whole Milk (age 1) or Low/Fat Free Milk (2-5)	Whole Milk (age 1) or Low/Fat Free Milk (2-5)	Whole Milk (age 1) or Low/Fat Free Milk (2-5)	Whole Milk (age 1) or Low/Fat Free Milk (2-5)
	Fruit / Vegetable*	Sliced Apples	Peas	Peaches	Grapes	Peaches
	Vegetable	Veggie Blend	Cauliflower	Spinach	Baked Potato	Carrots
	Grain	WGR Roll	Hamburger Bun	WGR Tortilla	Corn Bread	WGR Pizza Crust
	Meat/Meat Alternate	Roast Beef	Ground Beef (hamburgers)	Turkey Slices (Turkey Wrap)	Baked Chicken Drumsticks	Cheese (pizza)
SNACK	Milk	Whole Milk (age 1) or Low/Fat Free Milk (2-5)	--	--	Whole Milk (age 1) or Low/Fat Free Milk (2-5)	--
	Fruit	--	Sliced Apples	Pineapple	--	--
	Vegetable	--	--	--	--	--
	Grain	Snack Crackers	--	--	Pretzels	Triscuits
	Meat/Meat Alternate	--	Peanut Butter	Cottage Cheese	--	Tuna
		DAY 6	DAY 7	DAY 8	DAY 9	Day 10
BREAKFAST	Milk	Whole Milk (age 1) or Low/Fat Free Milk (2-5)	Whole Milk (age 1) or Low/Fat Free Milk (2-5)	Whole Milk (age 1) or Low/Fat Free Milk (2-5)	Whole Milk (age 1) or Low/Fat Free Milk (2-5)	Whole Milk (age 1) or Low/Fat Free Milk (2-5)
	Fruit/Vegetable	Strawberries	Hashbrowns	Banana	Raisins	Oranges
	Grain/Meat <sup>+</sup>	WGR Waffles	Scrambled Eggs	WGR Cereal	Oatmeal	French Toast Sticks
LUNCH	Milk	Whole Milk (age 1) or Low/Fat Free Milk (2-5)	Whole Milk (age 1) or Low/Fat Free Milk (2-5)	Whole Milk (age 1) or Low/Fat Free Milk (2-5)	Whole Milk (age 1) or Low/Fat Free Milk (2-5)	Whole Milk (age 1) or Low/Fat Free Milk (2-5)
	Fruit / Vegetable*	Mashed Potato	Grapes	Strawberries	Mandarin Oranges	Carrot
	Vegetable	Whole Kernel Corn	Mixed Veggies	Hashbrowns	Tator Tots	Peas
	Grain	Bread Sticks	Roll	Toast	WGR Hamburger Bun	WGR Macaroni
	Meat/Meat Alternate	Ground Beef (meatloaf)	Chicken Nuggets	Pork Links	Fish Pattie	Cheese (mac n' cheese)
SNACK	Milk	Whole Milk (age 1) or Low/Fat Free Milk (2-5)	--	Whole Milk (age 1) or Low/Fat Free Milk (2-5)	--	--
	Fruit	--	--	Oranges	--	Peaches
	Vegetable	--	--	--	Celery/Carrot Sticks	--
	Grain	Soft Pretzels	WGR Tortilla	Graham Crackers	--	--
	Meat/Meat Alternate	--	Cheese (quesadillas)	--	Cottage Cheese	Yogurt

<sup>+</sup> Meat and meat alternates may be served in place of the entire grains component at breakfast a maximum of three times per week.

\* The fruit component at lunch may be substituted by an additional vegetable.



Visit [cacfp.org](http://cacfp.org) for more information.  
CACFP is an indicator of quality Child Care.  
This institution is an equal opportunity provider.



### **Mediterranean Tuna Salad**

9 ounces tuna, chunk style, canned in water, drained  
3/4 cup carrots, fresh, peeled, shredded  
1/2 cup cucumber, fresh, unpeeled, 1/4" diced  
2/3 cup peas, frozen  
1/3 cup Italian salad dressing, fat-free  
3 whole wheat pitas (at least 70g each)



1. Place drained tuna in a medium bowl.
2. Break apart chunks of tuna, using a fork.
3. Add carrots, cucumbers, peas, and salad dressing. Mix well.
4. Cover, and refrigerate for 2 hours, or until salad is chilled and peas are thawed. Cool to 70°F within 2 hours and to 40°F or lower within an additional 4 hours.
5. Cut each pita in half.
6. Place 1/2 cup of tuna salad into the pocket of each pita half.
7. Serve 1/2 a pita pocket.

Serving Size: 1/2 pita pocket

Yield: 6 servings

Meal Components (MM#) Pita Bread (22), Tuna (42), Mixed Vegetables (186)

USDA Team Nutrition

### **Pizza Green Beans**

2 cups or 8 1/4oz canned no-salt-added diced tomatoes, drained  
1 qt or 1lb 11oz canned no-salt-added green beans, with liquid  
1/8 cup dried oregano  
1 1/2 tsp fresh garlic, minced  
1/8 tsp ground black pepper  
1/2 tsp salt, kosher



1. Combine tomatoes and green beans in a medium sauce pan.
2. Add oregano, garlic, black pepper, and salt.
3. Bring to a boil uncovered over medium high heat for 5-10 minutes. Reduce heat and simmer uncovered for 5 minutes.
4. Heat to 140°F or higher for at least 15 seconds.
5. Transfer to a medium size serving dish.
6. Serve 1/2 cup portion

Serving Size: 1/2 cup

Yield: 6 servings

Meal Components (MM#) Green Beans (177)  
USDA

### **Fresh Fruit Salsa with Cinnamon Crisps**

4 strawberries  
1/2 banana  
1 apple  
1 kiwi  
2 T orange juice  
2 T sugar, divided  
1 pinch nutmeg  
2 (8 inch) tortillas



Cooking spray

1. Wash hands with soap and water. Preheat oven to 350°F.
2. Gently rub produce under cold water. Peel and core kiwi. Dice the strawberry, apple, banana and kiwi into 1/4 inch pieces. Mix orange juice, 1 tablespoon sugar, nutmeg and 1/4 teaspoon cinnamon. Toss with fruit. Chill.
3. Cut each tortilla into 8 pieces. Arrange on a baking sheet. Lightly coat with cooking spray.
4. Combine remaining 3/4 teaspoon cinnamon and 1 tablespoon sugar. Sprinkle over tortilla slices.
5. Bake 6-8 minutes until slightly brown.
6. Serve cinnamon crisps with fruit salsa.

Serving Size: 1/4 cup salsa, 1/2 tortilla

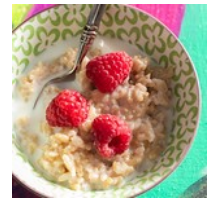
Yield: 4 servings

Meal Components (MM#) Flour Tortilla (87), Mixed Fruit (15)

Nebraska Extension

### **Morning Rice Pudding**

2 cups leftover or freshly cooked brown rice  
2 cups milk, plus extra for serving  
2 T maple syrup, plus extra for serving  
1/2 tsp vanilla extract  
1/8 tsp cinnamon  
Pinch of kosher salt



1. Put rice and milk in the pot, put the pot on the stove and turn the heat to medium.
2. When the liquid comes to a boil, lower the heat to low. Cook, stirring occasionally, until the milk has been absorbed by the rice, about 30 minutes.
3. Add the maple syrup, vanilla, cinnamon and salt and stir well. Cool to room temperature, cover, and refrigerate up to two days. Serve cold, topped with extra milk and a drizzle of maple syrup.

GET CREATIVE! Consider topping each bowl of rice pudding with: 2 tablespoons chopped toasted walnuts, pecans, or almonds, 1 tablespoon sunflower seeds, 2 tablespoons raisins, 1/2 cup fresh or frozen berries, 1/4 cup chopped apples, pears, or bananas!

Serving Size: 1/2 cup

Yield: 4 servings

Meal Components (MM#) Brown Rice (72)

ChopChop Family

## Making Leftovers Planned-Overs

Using leftovers is a great way to minimize food waste and save time. They can be a great snack, next day lunch, or even be used to make a quick meal. Larger meals can be prepared earlier in the week and leftovers can also be used later in the week or put in the freezer. Take precautions with leftovers to make sure the food being eaten is safe. Check out the following food handling tips and ideas for making over leftovers so you can enjoy delicious and safe "Planned-Overs."

024021

**Food Safety tips for Leftovers:** Cooked foods should not remain at room temperature for more than two hours. Refrigerate or freeze food within 2 hours of cooking or being served at a restaurant. Discard any food left out longer than 2 hours. Label and date leftover containers to keep track of how long it has been in the refrigerator or freezer. Reheat leftovers thoroughly on a stove or in the microwave to a temperature of 165 degrees Fahrenheit (°F) or until hot and steamy. Bring soups, sauces, and gravies to a rolling boil. Wash hands before and after handling leftovers, use clean utensils and surfaces, and never taste a food to determine if it is safe. There is a limit to how long food can be kept safely, so when in doubt, throw it out! Check out general tips for refrigerator and freezer storage below.

- **Refrigerator storage.** Your refrigerator should be kept at or below 40 °F. This can be measured by keeping a thermometer in your refrigerator. For quicker cooling, separate big amounts of leftovers into shallow 2-inch containers and cut large pieces of food into smaller pieces. Food should always be covered or in a storage container with a lid sealed to slow the growth of bacteria.
- **Freezer storage.** If you are not planning to eat your leftovers within a few days, store leftovers in the freezer. Your freezer should be kept at or below 0 °F. This can be checked by keeping a thermometer in your freezer. It is important to store food in good quality, air-tight containers. Frozen foods should be used as quickly as possible after freezing.

**Planned-Overs by Food Group:** Below are some ideas for making over leftovers by different food groups. There are also some great ideas for making a casserole or meal from what's on hand.

### Grains:

- **Rice** - Can be used to make rice pudding and fried rice, or added to meatballs, soups, and casseroles. It can also be frozen. You may need to add a small amount of liquid when reheating leftover rice.
- **Bread** - If your bread, leftover rolls, hamburger or hot dog buns are getting a little dry, consider making bread pudding or letting them dry out so you can make your own breadcrumbs. Use day-old bread to make French toast. If you have one or two hamburger or hotdog buns left in the package, use them to make cheesy toast by spreading with soft margarine, topping with any kind of cheese, and broiling in the oven until cheese is melted and lightly browned.
- **Pasta** - Use in a pasta salad or casserole. Freeze for later use in casseroles, soups, vegetable dishes, or as a side dish with a sauce.

### Fruit:

- Leftover fruit can be added to salads or pureed and used as pancake or ice cream topping. It can be mixed with yogurt, cottage cheese, or pudding. Leftover fruit can also be used in baked goods such as muffins or quick breads. Overripe bananas can be used to make banana bread or muffins, or frozen and used in fruit smoothies. Fruit juice can be frozen in ice cube trays and used for flavoring and chilling fruit drinks.

### Vegetables:

- Use vegetables in soups, salads, omelets, pasta dishes and casseroles. Leftover baked potatoes can be cut up and fried in a pan, used to make a quick potato casserole or potato soup, or the potato pulp can be scooped out and used to make twice baked potatoes. Chopped raw onions, celery, or green peppers can be frozen in freezer bags or containers for use in soups, stews or casseroles.

### Protein:

- **Baked Beans** - Use in casseroles or to make chili.
- **Roasts** - Can be sliced to make sandwiches or shredded for use in tacos, enchiladas or barbequed meat. It could also be cubed and used to make beef and noodles or frozen for use in casseroles.
- **Steak/Chops** - Could be thinly sliced and used to make fajitas (cook with onions, peppers, and fajita seasoning). Make a sandwich by topping meat with sautéed peppers, onions, and cheese. Top a tossed salad with sliced steak for a quick meal.
- **Turkey or Chicken**: Can be used in casseroles, soups, tacos, or enchiladas. The meat can also be thinly sliced to make sandwiches or it can be shredded to make chicken/turkey salad sandwiches. It can also be cubed to make chicken/turkey and noodles or frozen for later use in casseroles or soups.
- **Ham**: Can be used to make ham and cheese sandwiches (either hot or cold), or it can be sliced, frozen, and used later for sandwiches. It could also be cubed and used in casseroles or soups.

**Sources:** Patton, P., Larvick, C., Albrecht, J. (2011). *Food Safety for Families: Leftover Food Safety*. Nebraska Extension, Nutrition Education Program. (2010). *A Guide to Safe Leftovers*. Nebraska Extension, Nutrition Education Program. (2005). *Makeover Your Leftovers*. Nebraska Extension.



## A Weeks Worth of Meal Ideas

MEALS	Monday	Tuesday	Wednesday	Thursday	Friday
BREAKFAST	Muffin (104)	Egg (102)	<b>Morning Rice Pudding*</b> (72)	<b>Biscuits (02)</b>	<b>Rice Chex (151)</b>
	Peaches (27)	Honeydew Melon (20)	Raisins (34)	Strawberries (37)	Banana (04)
	Milk	Milk	Milk	Milk	Milk
AM SNACK	Pretzels (68)	<b>Oats (56)</b>	Apples (01)	Refried Beans (218)	Mozzarella Cheese (81)
	Pears (28)	Yogurt (104)	Peanut Butter (103)	Tortilla Chips (112)	Pizza Crust (42)
LUNCH	Mediterranean Tuna Salad* (42)	Fish Fillets Unbreaded (37)	Ground Turkey (54)	Brisket (08)	Pork Roast (47)
	Pita Bread (22)	<b>Flour Tortillas (87)</b>	Hamburger Bun (73)	Cornbread (07)	<b>Wheat Bread (30)</b>
	Mixed Vegetables (186)	Cabbage (217)	Lettuce (183)	Pizza Green Beans* (177)	Potatoes (221)
	Applesauce (02)	Cantaloupe (08)	Pineapple (30)	Blackberries (05)	Cherries (10)
	Milk	Milk	Milk	Milk	Milk
PM SNACK	<b>Frosted Mini Wheats (134)</b>	Cottage Cheese (77)	Peppers (178)	Rice Cakes (76)	Fruit Salsa with Cinnamon Chips* (15)
	Apple Juice (52)	Cucumbers (168)	Hummus (62)	Sun Butter (123)	Flour Tortillas (87)

**Bold** = Whole Grain Component

\* = Recipe found in newsletter



Your fingerprints  
never fade from  
the lives you've  
touched.



Family Service Association of Lincoln

501 South 7th Street

Non-Profit

Organization

U.S. Postage

Paid



350054

How to play FitBall:

#### Supplies:

- DIY FitBall
- Music on a device
- Speakers to play the music
- DJ – A person in charge of starting/stopping the music during the game.



#### Directions:

1. Participants arrange themselves in a circle.
2. The DJ starts the music and participants will hand or toss the beach ball from one person to the next while the music is playing.
3. When the music stops, the person holding the beach ball picks the activity closest to his or her right thumb for the group to perform. Make sure everyone has the appropriate space before starting the activity.
4. Return to your group circle and continue playing the game as time allows.

#### Additional Tips:

- If an exercise is chosen that has already been done during that activity, the participant can select the closest exercise that has not been completed.
- Participants will be tempted to hit the ball like playing volleyball and may cause the activity to become louder due to everyone getting excited. If you would like a calmer game, instruct participants that they cannot hit the ball.

#### DIY FitBall:

1. Air up a 12-inch beach ball.
2. Using permanent marker write 3 to 4 fitness activities per color panel. Modify or change activities as needed depending on the age of the participants.

**Sources:** [Be an Active Family](#), USDA's Choose MyPlate [DIY FitBall: A Fun Fitness Activity](#), Making Healthier **RD**ecisions

*Child Care Outreach* is published bimonthly by the Family Service Child Care Food Program, 501 South 7th Street, Lincoln, NE 68508

Phone: (402) 441-7924 or (800) 642-6481

Fax: (402) 441-4889

Email: [cacfp@familyservicelincn.org](mailto:cacfp@familyservicelincn.org)

**Executive Director:** Dennis Hoffman

**Director of Youth Development and Child Care Nutrition:**  
Megan Evenson, M. Ed, CCNP, CMP

*The U.S. Department of Agriculture prohibits discrimination against its customers, employees, and applicants for employment on the bases of race, color, national origin, age, disability, sex, gender identity, religion, reprisal, and where applicable, political beliefs, marital status, familial or parental status, sexual orientation, or all or part of an individual's income is derived from any public assistance program, or protected genetic information in employment or in any program or activity conducted or funded by the Department. (Not all prohibited bases will apply to all programs and/or employment activities.) If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at [program.intake@usda.gov](mailto:program.intake@usda.gov). Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339; or (800) 845-6136*