



Not all information requested,
nor participation in activities
unrelated to food distribution,
are required to receive USDA
TEFAP food.

This Institution is an Equal
Opportunity Provider



USDA TEFAP Civil Rights Complaint Information

This institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, disability, and reprisal or retaliation for prior civil rights activity. All applicants and participants have the right to file a complaint at any time. Please see the below procedure for filing a complaint.

***Participant may privately obtain the USDA Program Discrimination Complaint Form online at <https://www.ocio.usda.gov/document/ad-3027>. Instructions for submission can be found at the bottom of the complaint form.

1. The TEFAP food distribution site receives the complaint either verbally or in writing.
 - a. If the complaint is verbal, the agency will assist the individual in completing the complaint form.
 - b. If the complaint is in writing, the agency will review the information for completeness and clarity.
2. If a complaint form is completed at the food distribution site, the form will be promptly forwarded to Feeding Tampa Bay (FTB) and the Agency Relations department. FTB contact phone number: 813-254-1190
3. Feeding Tampa Bay will forward the complaint to the appropriate person at the Florida Department of Agriculture & Consumer Services (FDACS) within three days.
4. From this point forward, the USDA will complete the investigation, determine appropriate resolutions and notify appropriate persons/organizations.

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