



United
ates
Department
Agriculture

Food and
Nutrition
Service

3101 Park
Center Drive

Alexandria, VA
22302-1500

TO: Steph Tatham, OMB Desk Officer
Office of Information and Regulatory Affairs
Office of Management and Budget

THROUGH: Ruth Brown, Department Clearance Officer
United States Department of Agriculture
Office of Chief Information Office

and

Rachelle Ragland-Greene **rg**
Information Collection Officer, Planning and Regulatory Affairs Office
Food and Nutrition Service (FNS)

FROM: Sarah Widor
Director, Supplemental Food Programs Division
Food and Nutrition Service (FNS)

SUBJECT: Change Justification Request for Approval to include supplementary
language to the “Assurance of Civil Rights Compliance” statement under
OMB Control No: 0584-0332 Federal-State Supplemental Nutrition
Programs Agreement Form FNS-339

The Food and Nutrition Service (FNS), Supplemental Food Programs Division is requesting a non-substantive change to the Federal-State Supplemental Nutrition Programs Agreement form FNS-339, OMB Control No. 0584-0332; expiration date of February 28, 2019.

FNS is seeking approval to include wording under the “Assurance of Civil Rights Compliance” that complies with the Americans with Disabilities Act (ADA) in improving access to services for persons with limited English proficiency. There is no change to the programs agreement form, and State agencies are not asked to submit any new or additional documentation to FNS. The estimated time to complete the form is not impacted by these changes and the burden previously approved by OMB accounts for the collection of the data. This change will provide further guidance in complying with civil rights requirements.

If you have any questions regarding this request, please contact Rachelle Ragland-Greene at (703) 305-2327 or rachelle.ragland-greene@fns.usda.gov.

Sarah Widor
Director
Supplemental Food Programs Division

Attachments

Federal-State Supplemental Nutrition Programs Agreement, FNS-339 currently approved

Federal-State Supplemental Nutrition Programs Agreement, FNS-339 revised