



Every resident of the state of Indiana has a right to healthy, affordable, and culturally appropriate food. This toolkit was created for residents, community based organizations (CBOs), health care providers, government agencies, and anyone interested in ensuring that those who are hungry can access the nutritious food they need. Agencies, CBOs, and providers can use the Toolkit to refer their participants to federal nutrition programs, and individuals can learn how to apply and where to access benefits, food, and meals.

Access to affordable, nutritious food is central to living a healthy life. The state of Indiana operates federal nutrition programs that offer a variety of benefits, from money for groceries to balanced meals, to all age groups. Each program is unique and serves a different group of people with different benefit types. This toolkit was created to help people navigate these programs so that individuals and families receive the support they need for healthy diets and lives.

The federal nutrition programs are administered federally by the US Department of Agriculture and the Administration for Community Living and US Department of Health and Human Services are operated in Indiana by state agencies including the IN Department of Education, IN Department of Health, and the IN Family and Social Services Administration. These agencies partner with organizations across Indiana to provide benefits, meals, snacks, and food boxes through the federal nutrition programs.

We hope you find this toolkit useful and effective. Connecting people to federal nutrition programs can help combat food insecurity and ensure residents have the nutrition needed to live a healthy, productive life.

These institutions are equal opportunity providers.

USDA Non-Discrimination Statement: www.fns.usda.gov/usda-nondiscrimination-statement
Office of Civil Rights: https://www.hhs.gov/civil-rights/for-providers/laws-regulationsguidance/laws/index.html



Older Adults (60+ Years)

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03-04 Supplemental Nutrition

Adults (18-59 Years)

03-04 Supplemental Nutrition Assistance Program (SNAP) **09-10** The Emergency Food Assistance Program (TEFAP)



What is SNAP?



- The Supplemental Nutrition Assistance Program (SNAP) (formerly known as Food Stamps)
 helps individuals and families buy the food they need for good health. Indiana's Family
 and Social Services Administration (FSSA) takes responsibility for ensuring federal
 program regulations are implemented and applied in each county.
- Eligible residents receive benefits on a Hoosier Works Electronic Benefits Transfer (EBT) card that they can use to buy eligible items at any store, supermarket, farmers market or co-op approved by the U.S. Department of Agriculture.

Who is Eligible for SNAP?



- Non-financial requirements include state residency, citizenship/alien status, work registration and cooperation with the IMPACT (job training) program
- Household size and income determine if a resident is eligible to receive SNAP. More information can be found here: https://www.in.gov/fssa/dfr/snap-food-assistance/do-i-qualify-for-snap/
- Complete the questions in the screening tool to see if you might be eligible for SNAP here: https://fssabenefits.in.gov/bp/#/eligibility/eligibility-snap.

How to Apply



- Applications can be completed online through the FSSA Benefits Portal (https://fssabenefits.in.gov/bp/#/) or by visiting your local Division of Family Resource (DFR) office with locations by county here: https://www.in.gov/fssa/dfr/ebt-hoosier-works-card/find-my-local-dfr-office/
- You can also download an application from the FSSA website, or by going to the nearest Division of Family Resource (DFR) office to pick up an application.
- Gather the documents needed for your application download a list of the documents needed to apply.
- Submit your application online or drop off your application to any open DFR office.





Contact Information

- Phone: (800) 403-0864
- Submit Questions Online: https://www.in.gov/fssa/contact-us/
- Website: https://www.in.gov/fssa/dfr/snap-food-assistance/about-snap/
- Mail (correspondence to DFR County Offices): P.O. Box 1810, Marion, IN 46952
- To find your local DFR County Office and open hours, please go to https://www.in.gov/fssa/files/DFR Map and County List.pdf



Other Resources

- Additional Information regarding SNAP can be found here: https://www.benefits.gov/benefit/1070/
- Indiana Manpower Placement and Comprehensive Training
- IMPACT provides employment resources and support to Hoosiers receiving SNAP. Provided services based on individual unique needs and skills to help Hoosiers find a job, advance their career, and be competitive in the job search.
- To apply, please call the IMPACT office at (800) 403-0864 and press 3 to get started.
- IMPACT offices are located within each county here: https://www.in.gov/fssa/dfr/files/IMPACT Training Facilities.pdf





What is WIC?

- WIC improves access to nutritious foods for new moms, babies, and children up to age 5 years and promotes healthier eating and lifestyles.
- Eligible residents receive benefits on an EBT card that they can use to buy WIC-eligible food from WIC retail locations such as grocery stores, corner stores, and pharmacies.

Who is Eligible for WIC?



- An applicant must be an Indiana resident. The Indiana WIC Program works with non-profit clinics in all 92 counties to provide Indiana WIC services to applicants.
- An applicant must be "categorically" eligible. The Indiana WIC Program serves:
- · Current WIC participants who are
 - Pregnant Women
 - Breastfeeding Women (up to baby's 1st birthday)
 - Non-Breastfeeding Postpartum Women (up to 6 months)
 - Infants
 - Children (ages 1 to 5)
 - An applicant must be "at nutritional risk." The specific criteria and parameters that indicate risk are determined by a health and dietary assessment performed by a health professional at the time of certification.
- An applicant must be "income eligible". Families receiving Medicaid, Food Stamps, or TANF are income eligible for the Indiana WIC Program. If you are not a member of these other programs, gross household income must be at or below 185% of current federal poverty income guidelines for your household size.





- To apply for WIC, residents should call their local WIC site.
- Site locations and contact information can be found at https://www.in.gov/health/wic/wic-clinic-locations-map/

Additional information for how to apply for Indiana WIC can be found at https://www.in.gov/health/wic/how-do-i-apply-for-wic/



- Phone: 1-800-522-0874
- Email: inwic@isdh.in.gov
- Website: https://www.in.gov/health/wic/
- Twitter: https://twitter.com/IndianaWIC





What is WIC FMNP?

- WIC FMNP helps eligible WIC participants buy fresh, unprocessed, locally grown fruits, vegetables, and cut herbs from approved farmers and receive nutrition education that is specific to produce.
- Eligible participants receive benefits in a mobile wallet that they can use to buy eligible produce from WIC-approved vendors at WIC-approved selling locations.. An alternative method is available for those without a smart device.
- Benefits are issued June through September and can be used June through October.



Who is Eligible for WIC FMNP?

- Current WIC participants who are:
 - Pregnant Women
 - Breastfeeding Women (up to baby's 1st birthday)
 - Non-Breastfeeding Postpartum Women (up to 6 months)
 - Infants (more than 4 months old)
 - Children (ages 1 to 5)





- In order to receive WIC FMNP benefits, a resident must be enrolled in the WIC program.
- To apply for the WIC program, interested residents can contact a WIC site.
- More information can be found at https://www.in.gov/health/wic/how-do-i-apply-for-wic





- Phone: 1-800-522-0874
- Email: https://secure.in.gov/health/wic/
- Website: https://www.in.gov/health/wic/
- Twitter: @IndianaWIC
- There are local WIC clinics in all Indiana counties.
- Find a local WIC clinic near you at https://www.in.gov/health/wic/wic-clinic-locations-map





What is TEFAP?

- The Emergency Food Assistance Program (TEFAP) is a US Department of Agriculture (USDA) program that assists with supplementing the diets of low-income residents by providing them with emergency nutrition assistance at no cost.
- Indiana Department of Health (IDOH) provides TEFAP foods to local agencies, such as food banks, which in turn distribute the food to soup kitchens and food pantries that directly serve the public.



Who is Eligible for TEFAP?

Residents

• Indiana residents who receive SNAP, WIC, NSLP, CSFP, or have income at or below 185 percent of current federal poverty income guidelines.

Organizations

- 11 Indiana food banks serve as regional hubs to receive USDA foods. They distribute the food through their networks of food pantries and soup kitchens to eligible recipients.
- To be eligible to distribute TEFAP commodities, an organization must be a public agency or private nonprofit 501(c)3 organization, sign a Memorandum of Agreement with the USDA, and adhere to all TEFAP federal and state regulations and policies.





Residents

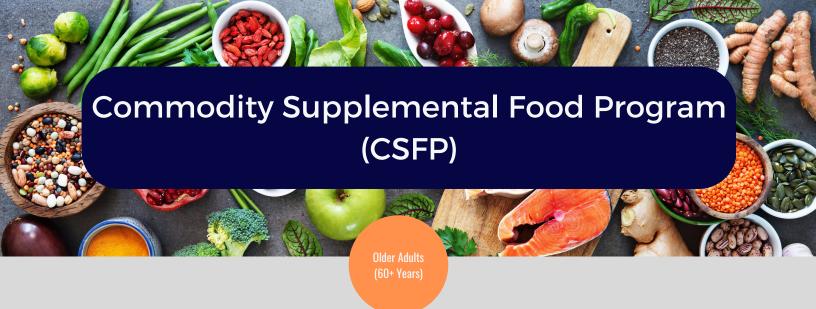
- To receive TEFAP foods for home preparation and consumption (groceries), complete a
 TEFAP Eligibility Certificate at a participating food pantry. Some pantries have the ability
 to do so electronically.
- Required information includes name, address, number of household members, and self declaration that gross household income is at or below current income guidelines.
- Residents must complete a new certificate at least annually and any time there is a change of information.
- No information is required to receive TEFAP foods as prepared meals from participating soup kitchens.

Organizations

 For information on how to become a TEFAP distribution site, contact the appropriate food bank for your area. A map with contact information can be found here: https://www.medialab.com/dv/dl.aspx?d=1407851&dh=a3713&u=95194&uh=670d6



- Email: WICCommoditiesPrograms@isdh.in.gov
- Website: https://www.in.gov/health/wic/food-assistance-programs-tefap-and-csfp
- Phone: 1-800-522-0874
- Information changes frequently. Please contact the food bank responsible for your area for up-to-date information. A map with contact information can be found here: https://www.medialab.com/dv/dl.aspx?d=1407851&dh=a3713&u=95194&uh=670d6





What is CSFP?

- CSFP provides eligible seniors, age 60 and older, a monthly, prescribed food package with a variety of healthy foods in these categories:
 - Fruit and juice
 - Cereal
 - Cheese
 - Milk
 - Vegetables
 - Animal protein
 - Plant-based protein
 - Pasta and rice
- Seniors receive nutrition education specific to the needs of seniors and referrals to healthcare and social services.



Who is Eligible for CSFP?

- Seniors, age 60 and older
- Residents in counties where CSFP is available
- Gross household income at or below 130 percent of current federal poverty income guidelines





 To apply for CSFP, residents may contact the local agency responsible for their county of residence. A map with contact information can be found here: https://www.medialab.com/dv/dl.aspx?d=1407831&dh=a233e&u=95194&uh=670d6



- Email: WICCommoditiesPrograms@isdh.in.gov
- Website: https://www.in.gov/health/wic/food-assistance-programs-tefap-and-csfp
- Phone: 1-800-522-0874
- CSFP is available in a limited number of Indiana counties. A map of current service areas, with contact information may be found here: https://www.medialab.com/dv/dl.aspx? d=1407831&dh=a233e&u=95194&uh=670d6





What is CACFP?

- CACFP provides approved child care centers, adult day care centers, sponsored day care homes, afterschool programs, and emergency shelters with monthly reimbursement for the meals and snacks they serve. Meals that are claimed for reimbursement must meet federal guidelines.
- Participating organizations receive training and technical assistance, nutrition education, and food safety information.
- Facilities must be eligible and receive approval to operate the CACFP before claiming for any reimbursement.
- To learn more about CACFP, check out this quick video: https://innutritiontraining.com/courses/ide/ide-140/story_html5.html.

Who is Eligible for CACFP?



Individuals

- Infants and children 12 years of age or younger (15 or younger if they are the child of a
 migrant worker or any age if the state determines they have a disability) receive no-cost or
 low-cost meals through their child care center or day care home.
- All youth who are age 18 or younger at the start of the school year and any person with a
 disability can get meals through participating afterschool programs.
- Anyone younger than 25 years old or who has a disability can get meals at emergency shelters they live in.
- Adults who are age 60 and older or those age 18 and older with a disability can receive nocost or low-cost meals at the adult day center where they also receive social and health services.

Center/Home

- In order to receive reimbursement for meals served to these age groups, your center/home/school must be approved to participate in the CACFP. Several types of facilities are eligible for this program, including:
 - Licensed child care centers, unlicensed registered ministries, before- and aftercare centers, and day care homes
 - After school programs with structured activities (not competitive sports)
 - Emergency shelters
 - Licensed adult day care centers





Individuals:

- Youth or those with disabilities at participating afterschool programs or youth living in participating emergency shelters can receive meals automatically.
- Families with infants and children enrolled in child care centers or family day care homes, as well as adults enrolled in adult day centers, are asked to complete an income application, which will be kept confidential. This application is provided by the facility/home.

Center/Home:

- Day care home providers apply to the CACFP under a sponsoring organization.
- Child care centers can choose to complete the eligibility questionnaire to start the application process or apply under an approved sponsor.
- All organizations and providers interested in participating in the CACFP can view their options here: https://www.in.gov/doe/nutrition/child-and-adult-care-food-program/how-to-apply/.
- Applications can be completed year-round, except during the summer contract renewal period. However, At-Risk Afterschool Meals and Outside School Hours applications continue to be accepted during contract renewal. Your facility will be assigned a program specialist to support program operations.



- Email: cacfp@doe.in.gov
- Website: https://www.in.gov/doe/nutrition/child-and-adult-care-food-program/
- Phone: 317-232-0851 (parents/guardians/adults: please contact the facility you or your child attends first)





What is SFSP?

- SFSP is a federally funded, state-administered program. SFSP reimburses program operators who serve no-cost healthy meals and snacks to children and youth age 18 and younger in low-income areas during summer months.
- SFSP can also operate during an unanticipated school closure such as extreme weather
 events, natural disasters, or any other events that may cause schools to be closed for two
 weeks or more.



Who is Eligible for SFSP?

- All children and youth age 18 and younger can receive free meals at participating open meal sites in the community.
- Individuals with mental or physical disabilities who are older than age 18 but are still enrolled in K-12 education can also receive free meals at these sites.
- No cost, no sign-up, no registration, and no ID required.





Families/Youth:

- There is no ID or application required to participate in open SFSP meal service.
- All children and youth age 18 and younger can receive service by visiting any participating open meal site.

Sites:

- Sites may apply for a sponsorship or partner with an existing sponsor.
- Site application must be approved by the State agency prior to the start of operations.
- Sites that are interested in working with an experienced summer sponsor can contact tskinner@doe.in.gov for additional information.

Sponsors:

- The State agency approves sponsor applications, conducts training and provides technical assistance, monitors SFSP operations, and processes program payments. Sponsors sign agreements with the State agency to operate the program.
- After a potential sponsor submits their qualifying documentation, a digital application is submitted in the Indiana Department of Education (IDOE) web-based system, CNPweb.
- If you are interested in becoming a program site or applying for sponsorship, contact tskinner@doe.in.gov.



- Phone: (317) 232-0858
- · Email: summermeals@doe.in.gov
- Website: https://www.in.gov/doe/nutrition/summer-food-service-program/
- IDOE SFSP webpage: https://www.in.gov/doe/nutrition/summer-food-service-program/
- Indiana Assistance Helpline 2-1-1
- USDA's SFSP site map: http://www.fns.usda.gov/meals4kids



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What are SNPs?

SNPs include the School Breakfast Program, National School Lunch Program, After School Snack Program, Fresh Fruit and Vegetable Program, and Special Milk Program. These programs provide nutritious low- or no-cost meals and snacks to students in the district.

- School Breakfast Program (SBP): USDA designed SBP to meet the needs of children who
 arrive at school hungry. SBP provides reimbursement to states to operate nonprofit
 breakfast programs in schools and residential childcare institutions. The Food and
 Nutrition Service administers the SBP at the federal level. State education agencies
 administer the SBP at the state level, and local school food authorities operate the
 program in schools.
- National School Lunch Program (NSLP): NSLP is a federally assisted meal program
 operating in schools and residential child care institutions. Lunch is available to all
 students at participating schools, and the meals must meet specific nutritional
 requirements to receive Federal funds.
- After School Snack Program (ASSP): ASSP is a component of NSLP. ASSP is a federally
 assisted snack service that fills the afternoon hunger gap for school children. At the state
 level, it is administered by IDOE, who operates the snack service through agreements with
 local School Food Authorities (SFAs). The snack, which also must meet specific meal
 requirements, have to be served alongside an educational or enrichment activity, such as
 tutoring or after school clubs.
- Fresh Fruit and Vegetable Program (FFVP): FFVP is a component of the NSLP. FFVP
 provides free fresh fruits and vegetables to students in participating elementary schools
 during the school day. The goal of FFVP is to introduce new and different varieties and to
 increase overall acceptance and consumption of fresh, unprocessed produce among
 children. FFVP also encourages healthier school environments by promoting nutrition
 education.
- Special Milk Program (SMP): SMP provides milk to children in schools and child care
 institutions who do not participate in other federal meal service programs. The program
 reimburses schools and institutions for the milk they serve.





Who is Eligible for SNP?

• Students enrolled in participating schools (private, nonprofit, charter, public) and residential child care institutions (RCCIs)



How to Apply

- Students attending a school that offers free, reduced-price, and paid meals will need to
 complete a free and reduced-price meal application. This form is confidential. Families can
 see if their student will receive free or reduced-priced meals using USDA's annual Income
 Eligibility Guidelines.
- Children may be determined "categorically eligible" for free meals through participation in certain Federal Assistance Programs, such as the Supplemental Nutrition Assistance Program, or based on their status as a homeless, migrant, runaway, or foster child.
 Children enrolled in a federally-funded Head Start Program, or a comparable State-funded pre-kindergarten program, are also categorically eligible for free meals. Children can also qualify for free or reduced price school meals based on household income and family size.
 Children from families with incomes at or below 130 percent of the Federal poverty level are eligible for free meals.
- Students attending a Community Eligibility Provision (CEP) school do not have to apply.
 Meals served at CEP schools are provided at no-cost to students. If you are unsure if a school has CEP, contact the school for more information.

Organizations:

- Eligible schools and RCCIs can apply to administer NSLP and SBP through a specific application process (https://www.in.gov/doe/nutrition/potential-new-sponsors/).
- SFAs are required to meet certain nutrition, meal, and administrative requirements. SFAs will be assigned a program specialist to support program operations.



Contact Information

Website: https://www.in.gov/doe/nutrition/school-nutrition-programs





What is SFMNP?

- Senior FMNP helps seniors, age 60 and older, to buy fresh, locally grown fruits, vegetables, and cut herbs from approved farmers at approved selling locations and receive nutrition education.
- Eligible residents receive benefits in a mobile wallet that they can use to buy fresh fruit, vegetables, and herbs. An alternative method is available for those without a smart device.
- The SFMNP season runs from June through mid-October with benefits issued June through September.



Who is Eligible for SFMNP?

- Seniors, age 60 and older
- Indiana residents
- With gross household income at or below 130 percent of current federal poverty income guidelines.
- Those who receive food from the Commodity Supplemental Food Program are categorically eligible for SFMNP.

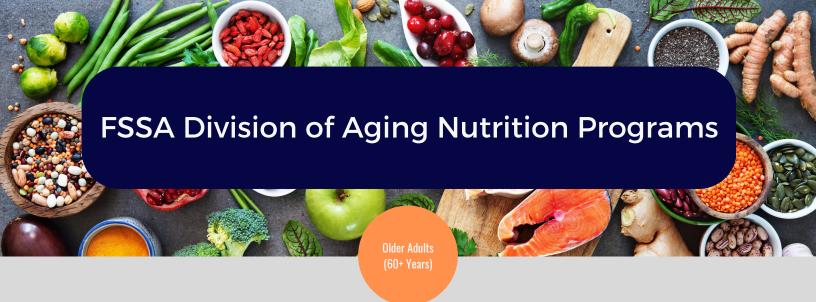




 To apply for SFMNP, residents should contact the local agency for their county of residence. A map with contact information may be found here https://www.medialab.com/dv/dl.aspx?d=1456765&dh=d9644&u=95194&uh=670d6



- Email: WICCommoditiesPrograms@isdh.in.gov
- Website: https://www.in.gov/health/wic/farmers-marketsstands-information
- Phone: 1-800-522-0874
- SFMNP is available through local agencies in all Indiana counties. A map with contact information may be found here: https://www.medialab.com/dv/dl.aspx?
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What is the FSSA Division of Aging?

The Division of Aging within the IN Family & Social Services Administration (FSSA) supports the development of alternatives to nursing home care and coordinates home- and community-based services and funding through the statewide INconnect Alliance network. The INconnect Alliance is comprised of 15 Area Agencies on Aging/Aging and Disability Resource Centers. These local agencies have been designated to cover 16 geographic regions (planning and service areas) within Indiana and are charged with the responsibility of providing a comprehensive array of services to, and advocating for, the needs of Hoosiers residing in their areas.



What are the Nutrition Programs for Older Adults?

Good nutrition is one of the keys to aging well. Nutrition programs for older adults that are at least 60 years of age and adults of any age with disabilities include home delivered meals, congregate nutrition, nutrition counseling, nutrition education, and nutrition supplements. All meals provided comply with the most recent Dietary Guidelines for Americans.

Most services are provided free of charge and depending on the circumstances are funded by Title III-C of the Older Americans Act, Social Services Block Grant Program (SSBG), Community and Home Options to Institute Care for the Elderly and Disabled (CHOICE), and/or local resources. However, individuals are encouraged to make a small donation.





What programs are available for older adults?

- **Home Delivered Meals:** Provides eligible older Hoosiers in Indiana with nutritional meals delivered to their place of residence. To be eligible, individuals must be at least 60 years of age or the spouse of someone that is at least 60 years of age, or individuals under age 60 that are disabled and reside with an individual that is 60 years of age or older.
- Congregate Nutrition: Meals are served in congregate settings in an atmosphere that promotes good health and provides socialization. Congregate nutrition sites are available to individuals aged 60 and older and their spouses. In addition, individuals under age 60 that are disabled and reside in a housing facility where older adults reside are welcome to attend a congregate nutrition site hosted in their building.
- Nutrition Supplements: Individuals who are 60 years of age and older and through a
 physician order are eligible to receive dietary liquid nutritional supplements that are highcalorie and formulated to improve or maintain the nutritional intakes of individuals that
 are unable to consume adequate nutrients through traditional foods due to physical,
 mental, or medical problems.
- **Nutrition Counseling:** A Registered Dietitian provides one-on-one counseling to support an individual in improving their nutritional status. The guidance is individualized and involves assessing nutrition history, dietary intake, chronic illness, and/or medication use.
- Nutrition Education: Nutrition education delivers content consistent with the Dietary
 Guidelines for Americans and designed to support food, nutrition, and physical activity
 choices and behaviors to maintain or improve health and address nutrition-related
 conditions. Content is culturally sensitive, accurate, and regionally appropriate and
 supervised by a registered dietitian.





 Contact your local Aging and Disability Resource Center (ADRC) for location and hours of operation of congregate meals and for eligibility for home delivered meals. ADRCs can be found on the INconnect Alliance website: https://www.in.gov/fssa/inconnectalliance/



Contact Information

• Phone: 888-673-0002

• Website: https://www.in.gov/fssa/da/

• Twitter: https://twitter.com/fssaindiana

Area Agencies on Aging and Agency and Aging and Disability Resource Centers:

• Phone toll-free: 800-713-9023

• INconnect Alliance: https://www.in.gov/fssa/inconnectalliance

• Congregate meals are provided at over 150 sites located throughout the state.

• Restaurant vouchers are offered in some planning and service areas throughout the state.





Food Banks

A food bank is a non-profit warehouse and distribution center where food is solicited, received, inventoried and distributed to other charitable agencies in their areas of service. Find a list of the food banks serving Indiana and other services that they offer here: https://feedingindianashungry.org/member-food-banks/



Food Pantries

A food pantry is an organization or group that distributes food and other products directly to those facing hunger. There are many different types of pantries and are often located in different locations, such as churches, schools, community centers, etc.



Nutrition Incentive Programs

Nutrition incentive programs provide the opportunity for individuals and families who utilize SNAP, also known as Hoosier Works/EBT in Indiana, to purchase more fruits and vegetables at participating farmers' markets and vendors. For more information: https://infmcp.org/food-access/nutrition-incentive/



Community Compass

Community Compass is a free app and website that helps Hoosiers find food resources in their area. It can be used to find food pantries, meal sites, SNAP & WIC retailers, upcoming food-related events, and it can also screen users for federal nutrition program eligibility. The mobile app is available in English and Spanish, and the website is available in 11 languages. Find resources near you by downloading the app (on the App Store or Google Play) or by visiting https://www.communitycompass.app/