

Date: February 2016

To: Authorized Representatives of Agencies Participating in the Child and Adult Care Food Program (CACFP)

From: Amanda Kane, RDN, CD *A. Kane*
Director Community Nutrition Team

Subject: "And Justice for All" Posters and Updated Nondiscrimination Statement

Enclosed is the new U.S. Department of Agriculture (USDA) nondiscrimination "And Justice for All" poster. The 11" X 17" size poster must be prominently displayed where participants and potential participants have access (for example, in your cafeteria/food service area, office, or parent bulletin board). Sponsoring organizations (agencies with more than one site participating on the CACFP) must prominently display the poster in its administrative office as well as at all of its participating sites.

You can order additional posters by emailing your request to cnt@dpi.wi.gov.

The USDA issued an updated [Nondiscrimination Statement](#). This new full statement and its complaint filing procedure must be printed on all materials and documents, web pages, etc., that specifically reference your agency's participation in the USDA Child Nutrition Program and/or CACFP.

Please remember that the Nondiscrimination Statement cannot be modified. The short version of the statement (*This institution is an equal opportunity provider*) can only be used on small documents such as brochures, flyers, and pamphlets.

If you have any questions, please contact your assigned consultant; a map with the assigned consultants by county is found at <http://dpi.wi.gov/community-nutrition/cacfp/map>.

Thank you.

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USDA Nondiscrimination Statement with Complaint Filing Procedure
(December 2015 Revision)

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotope, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the [USDA Program Discrimination Complaint Form](#), (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- (1) Mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;
- (2) Fax: (202) 690-7442; or
- (3) Email: program.intake@usda.gov

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