

**OMB Control Number:** 0584-0293, Expiration Date 07/31/2023

**Attachment A – State Plan Amendment Request Template for The Emergency Food Assistance Program (TEFAP) Consistent with 7 CFR 251.6**

Date Submitted:

State Agency:

State Agency Point of Contact (POC):

POC Email:

POC Phone Number:

**Consistent with 7 CFR 251.6:**

1. Provide a description of the proposed change, including a reference to the component of the State plan that will be updated. Please note that proposed changes to State plans must comply with all applicable Federal statute and regulations.
  
2. Provide a detailed description of why the change is being proposed.
  
3. Provide a description of the implications of the proposed change. Include details, if relevant, on the effects the change may have on program participants, the State agency, eligible recipient agencies (ERAs), and/or the operation of the program by the State agency or ERAs.
  
4. Is this change temporary or permanent?
  - a. If temporary, provide the start and expiration date of the change.

**OMB Disclosure Statement:** When TEFAP State agencies plan changes to their State Plans, they must submit amendments to their FNS Regional office for approval (7 CFR 251.6(b)). This is a mandatory collection of information and FNS will use the information to monitor and provide oversight to State agencies administering the program. The collection does not request personally identifiable information under the Privacy Act of 1974. According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to

respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0584-0293. The time required to complete this information collection is estimated to average 8 hours per response, including the time for reviewing instructions, gathering and providing the data needed, and completing, reviewing and submitting the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: U.S. Department of Agriculture, Food and Nutrition Service, Office of Policy Support, 1320 Braddock Place, 5th Floor, Alexandria, VA 22314. ATTN: PRA (0584-0293). Do not return the completed form to this address.