



United States  
Department of  
Agriculture

January 29, 2010

Food and  
Nutrition  
Service

3101 Park  
Center Drive

Alexandria, VA  
22302-1500

SUBJECT: Updated Timeline for Conversion of the Emergency Food Assistance Program (TEFAP) Administrative and Food Funds

TO: Regional Directors  
Special Nutrition Programs  
NERO, MARO, MPRO,  
SERO, MWRO, SWRO

Regional Director  
Office of Field Operations  
WRO

State Directors  
TEFAP State Agencies

Due to the change in the implementation date for the Web-Based Supply Chain Management (WBSCM) system, the deadlines for State TEFAP agencies to convert TEFAP food and administrative funds as listed in the October 23, 2009 memorandum entitled "Fiscal Year (FY) 2010 Funding for the Emergency Food Assistance Program" have been revised. These date changes will ensure that States have the ability to use their food and administrative funds efficiently this fiscal year, given the abbreviated food ordering timeline necessary for WBSCM implementation.

#### Conversion of Food Funds

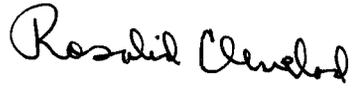
The Appropriations Act gives TEFAP State agencies the opportunity to convert their fair share of 10 percent (\$24.8 million) of the food funds provided in the Farm Bill into TEFAP administrative funds. Regional offices should inform FNS Headquarters by **February 22, 2010** whether TEFAP States agencies want to accept their portion of the convertible \$24.8 million as food funds, administrative funds, or any combination of the two. Each State's fair share can be found in the attached worksheet, TEFAP Allocation Worksheet #2, in the column entitled "Portions of FY10 Food Grants Convertible to Administrative Funds."

#### Administrative Funds and Their Conversion

The Appropriations Act also provides \$49.5 million in TEFAP administrative funds. As always, TEFAP State agencies may convert any portion of their administrative funds into food funds. FNS Headquarters must be informed by **February 22, 2010** what portion of their administrative funds TEFAP State agencies wish to convert to food funds, if any.

Regional Director  
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If you have questions, please contact Theresa Geldard at (703) 305-2662.



Cathie McCullough

for

Director

Food Distribution Division

Attachments

TEFAP ALLOCATION WORKSHEET #2

FY2010 Emergency Food Assistance Program  
Commodity (Food) Entitlements via The Farm Bill

| REGION/STATE        | AVG. # OF PERSONS UNEMPLOYED OCT08 to JUL09 |                       | AVG. # OF PERSONS BELOW POVERTY LEVEL IN CY2008 |                       | WEIGHTED INDEX POVERTY 60% UNEMPLOY. 40% | \$220,772,205  | \$24,800,000   | TOTAL FY10 FOOD GRANTS |
|---------------------|---|-----------------------|---|-----------------------|--|--|--|------------------------|
|                     | UNEMPLOYMENT INDEX                          |                       | POVERTY INDEX                                   |                       |  | FY10 FOOD GRANTS [NOT INCLUDING PORTIONS OF FOOD GRANTS CONVERTIBLE TO ADMINISTRATIVE FUNDS] | PORTIONS OF FY10 FOOD GRANTS CONVERTIBLE TO ADMINISTRATIVE FUNDS |                        |
|                     | (1)   |                       | (2)   |                       |  | (3)  | (4)  |                        |
| <b>NORTHEAST</b>    |   |                       |   |                       |  |  |  |                        |
| Connecticut         | 136,828                                     | 1.0624096981%         | 314,806   | 0.7696504919%         | 0.8867541744%                            | \$1,957,707  | \$219,915  | \$2,177,622            |
| Maine               | 53,176                                      | 0.4128884301%         | 157,553   | 0.3851919721%         | 0.3962705553%                            | \$874,855  | \$98,275   | \$973,130              |
| Massachusetts       | 256,623                                     | 1.9925655857%         | 626,670   | 1.5321082628%         | 1.7162911920%                            | \$3,789,094  | \$425,640  | \$4,214,734            |
| New Hampshire       | 41,387                                      | 0.3213519906%         | 97,158  | 0.2375358236%         | 0.2710622904%                            | \$598,430  | \$67,223   | \$665,653              |
| New York            | 725,858                                     | 5.6359705518%         | 2,581,491                                       | 6.3113340219%         | 6.0411886339%                            | \$13,337,265   | \$1,498,215  | \$14,835,480           |
| Rhode Island        | 60,692                                      | 0.4712468895%         | 118,556   | 0.2898505229%         | 0.3624090695%                            | \$800,098  | \$89,877   | \$889,975              |
| Vermont             | 23,693                                      | 0.1839658036%         | 63,288  | 0.1547290723%         | 0.1664237648%                            | \$367,417  | \$41,273   | \$408,690              |
| <b>TOTAL-NE</b>     | <b>1,298,257</b>                            | <b>10.0803989494%</b> | <b>3,959,522</b>                                | <b>9.6804001675%</b>  | <b>9.8403996803%</b>                     | <b>\$21,724,866</b>  | <b>\$2,440,418</b>   | <b>\$24,165,284</b>    |
| <b>MID-ATLANTIC</b> |   |                       |   |                       |  |  |  |                        |
| Delaware            | 31,003                                      | 0.2407247630%         | 85,094  | 0.2080412666%         | 0.2211146652%                            | \$488,160  | \$54,836   | \$542,996              |
| DC                  | 31,283                                      | 0.2428988408%         | 96,769  | 0.2365847806%         | 0.2391104047%                            | \$527,889  | \$59,299   | \$587,188              |
| Maryland            | 188,767                                     | 1.4656933631%         | 442,994   | 1.0830497196%         | 1.2361071770%                            | \$2,728,981  | \$306,555  | \$3,035,536            |
| New Jersey          | 356,744                                     | 2.7699614505%         | 741,472   | 1.8127808541%         | 2.1956530927%                            | \$4,847,392  | \$544,522  | \$5,391,914            |
| Pennsylvania        | 473,750                                     | 3.6784619704%         | 1,458,394                                       | 3.5655408714%         | 3.6107093110%                            | \$7,971,443  | \$895,456  | \$8,866,899            |
| Puerto Rico         | 188,387                                     | 1.4627428290%         | 1,750,559                                       | 4.2798377271%         | 3.1529997679%                            | \$6,960,947  | \$781,944  | \$7,742,891            |
| Virginia            | 254,682                                     | 1.9774945679%         | 768,031   | 1.8777133758%         | 1.9176258526%                            | \$4,233,585  | \$475,571  | \$4,709,156            |
| Virgin Isl.         | 1,390                                       | 0.0107927433%         | 19,394  | 0.0474152387%         | 0.0327662405%                            | \$72,339   | \$8,126  | \$80,465               |
| W. Virginia         | 51,726                                      | 0.4016298129%         | 300,670   | 0.7350902251%         | 0.6017060602%                            | \$1,328,400  | \$149,223  | \$1,477,623            |
| <b>TOTAL-MAR</b>    | <b>1,577,732</b>                            | <b>12.2504003409%</b> | <b>5,663,377</b>                                | <b>13.8460540590%</b> | <b>13.2077925718%</b>                    | <b>\$29,159,136</b>  | <b>\$3,275,532</b>   | <b>\$32,434,668</b>    |
| <b>SOUTHEAST</b>    |   |                       |   |                       |  |  |  |                        |
| Alabama             | 176,908                                     | 1.3736134042%         | 712,835   | 1.7427679537%         | 1.5951061339%                            | \$3,521,551  | \$395,586  | \$3,917,137            |
| Florida             | 845,544                                     | 6.5652801020%         | 2,370,808                                       | 5.7962476684%         | 6.1038606418%                            | \$13,475,628   | \$1,513,757  | \$14,989,385           |
| Georgia             | 420,301                                     | 3.2634538145%         | 1,380,842                                       | 3.3759385926%         | 3.3309446814%                            | \$7,353,800  | \$826,074  | \$8,179,874            |
| Kentucky            | 190,689                                     | 1.4806168542%         | 720,586   | 1.7617179132%         | 1.6492774896%                            | \$3,641,146  | \$409,021  | \$4,050,167            |
| Mississippi         | 114,841                                     | 0.8916902399%         | 601,617   | 1.4708576711%         | 1.2391906986%                            | \$2,735,789  | \$307,319  | \$3,043,108            |
| N. Carolina         | 445,404                                     | 3.4583676527%         | 1,301,929                                       | 3.1830088859%         | 3.2931523926%                            | \$7,270,365  | \$816,702  | \$8,087,067            |
| S. Carolina         | 229,257                                     | 1.7800805403%         | 679,584   | 1.6614745587%         | 1.7089169513%                            | \$3,772,814  | \$423,811  | \$4,196,625            |
| Tennessee           | 276,463                                     | 2.1466145261%         | 938,077   | 2.2934487415%         | 2.2347150553%                            | \$4,933,630  | \$554,209  | \$5,487,839            |
| <b>TOTAL-SER</b>    | <b>2,699,407</b>                            | <b>20.9597171339%</b> | <b>8,706,278</b>                                | <b>21.2854619851%</b> | <b>21.1551640445%</b>                    | <b>\$46,704,723</b>  | <b>\$5,246,479</b>   | <b>\$51,951,202</b>    |

TEFAP ALLOCATION WORKSHEET #2

FY2010 Emergency Food Assistance Program  
Commodity (Food) Entitlements via The Farm Bill

| REGION/STATE           | AVG. # OF PERSONS<br>UNEMPLOYED OCT08 to<br>JUL09 UNEMPLOYMENT INDEX |                       | AVG. # OF PERSONS<br>BELOW POVERTY<br>LEVEL IN CY2008 |                       | WEIGHTED INDEX<br>POVERTY 60%<br>UNEMPLOY. 40% | \$220,772,205       | \$24,800,000       | TOTAL FY10 FOOD<br>GRANTS |
|------------------------|--|-----------------------|---|-----------------------|--|---------------------|--------------------|---------------------------|
|                        | (1)  | (2)                   | (3)   | (4)                   |  |                     |                    |                           |
| <b>MIDWEST</b>         |  |                       |   |                       |  |                     |                    |                           |
| Illinois               | 573,772  | 4.4550891434%         | 1,532,238   | 3.7460776811%         | 4.0296822660%                                  | \$8,896,418         | \$999,361          | \$9,895,779               |
| Indiana                | 295,302  | 2.2928911383%         | 807,506   | 1.9742234587%         | 2.1016905305%                                  | \$4,639,949         | \$521,219          | \$5,161,168               |
| Michigan               | 594,941  | 4.6194571887%         | 1,410,276   | 3.4479000311%         | 3.9165228941%                                  | \$8,646,594         | \$971,298          | \$9,617,892               |
| Minnesota              | 221,106  | 1.7167915830%         | 490,911   | 1.2001991469%         | 1.4068361213%                                  | \$3,105,903         | \$348,895          | \$3,454,798               |
| Ohio                   | 553,321  | 4.2962960547%         | 1,492,154   | 3.6480786902%         | 3.9073656360%                                  | \$8,626,377         | \$969,027          | \$9,595,404               |
| Wisconsin              | 232,694  | 1.8067673451%         | 569,090   | 1.3913343407%         | 1.5575075425%                                  | \$3,438,544         | \$386,262          | \$3,824,806               |
| <b>TOTAL-MWRO</b>      | <b>2,471,136</b>   | <b>19.1872924532%</b> | <b>6,302,175</b>                                      | <b>15.4078133487%</b> | <b>16.9196049904%</b>                          | <b>\$37,353,785</b> | <b>\$4,196,062</b> | <b>\$41,549,847</b>       |
| <b>SOUTHWEST</b>       |  |                       |   |                       |  |                     |                    |                           |
| Arkansas               | 87,578   | 0.6800049445%         | 480,551   | 1.1748705983%         | 0.9769243368%                                  | \$2,156,777         | \$242,277          | \$2,399,054               |
| Louisiana              | 124,770  | 0.9687845911%         | 744,218   | 1.8194943864%         | 1.4792104683%                                  | \$3,265,686         | \$366,844          | \$3,632,530               |
| New Mexico             | 53,840   | 0.4180441002%         | 332,769   | 0.8135671638%         | 0.6553579384%                                  | \$1,446,848         | \$162,529          | \$1,609,377               |
| Oklahoma               | 97,550   | 0.7574331720%         | 561,666   | 1.3731838440%         | 1.1268835752%                                  | \$2,487,846         | \$279,467          | \$2,767,313               |
| Texas                  | 772,740  | 5.9999888190%         | 3,760,431   | 9.1936544064%         | 7.9161881714%                                  | \$17,476,743        | \$1,963,215        | \$19,439,958              |
| <b>TOTAL-SWRO</b>      | <b>1,136,478</b>   | <b>8.8242556268%</b>  | <b>5,879,635</b>                                      | <b>14.3747703989%</b> | <b>12.1545644901%</b>                          | <b>\$26,833,900</b> | <b>\$3,014,332</b> | <b>\$29,848,232</b>       |
| <b>MOUNTAIN PLAINS</b> |  |                       |   |                       |  |                     |                    |                           |
| Colorado               | 185,831  | 1.4428966046%         | 552,889   | 1.3517254780%         | 1.3881939286%                                  | \$3,064,746         | \$344,272          | \$3,409,018               |
| Iowa                   | 86,032   | 0.6680009293%         | 334,919   | 0.8188235711%         | 0.7584945144%                                  | \$1,674,545         | \$188,107          | \$1,862,652               |
| Kansas                 | 91,425   | 0.7098752204%         | 307,478   | 0.7517347000%         | 0.7349909082%                                  | \$1,622,656         | \$182,278          | \$1,804,934               |
| Missouri               | 244,061  | 1.8950271387%         | 768,092   | 1.8778625111%         | 1.8847283621%                                  | \$4,160,956         | \$467,413          | \$4,628,369               |
| Montana                | 29,082   | 0.2258090365%         | 139,707   | 0.3415613466%         | 0.2952604226%                                  | \$651,853           | \$73,225           | \$725,078                 |
| Nebraska               | 43,339   | 0.3365084187%         | 186,727   | 0.4565177519%         | 0.4085140186%                                  | \$901,885           | \$101,311          | \$1,003,196               |
| North Dakota           | 14,495   | 0.1125473483%         | 73,622  | 0.1799940551%         | 0.1530153724%                                  | \$337,815           | \$37,948           | \$375,763                 |
| South Dakota           | 19,614   | 0.1522941490%         | 96,490  | 0.2359026701%         | 0.2024592617%                                  | \$446,974           | \$50,210           | \$497,184                 |
| Utah                   | 67,158   | 0.5214525573%         | 257,649   | 0.6299107374%         | 0.5865274654%                                  | \$1,294,890         | \$145,459          | \$1,440,349               |
| Wyoming                | 12,734   | 0.0988739519%         | 48,776  | 0.1192495454%         | 0.1110993080%                                  | \$245,276           | \$27,553           | \$272,829                 |
| <b>TOTAL-MPRO</b>      | <b>793,771</b>   | <b>6.1632853547%</b>  | <b>2,766,349</b>                                      | <b>6.7632823667%</b>  | <b>6.5232835620%</b>                           | <b>\$14,401,596</b> | <b>\$1,617,776</b> | <b>\$16,019,372</b>       |

**TEFAP ALLOCATION WORKSHEET #2**

**FY2010 Emergency Food Assistance Program  
Commodity (Food) Entitlements via The Farm Bill**

| REGION/STATE   | AVG. # OF PERSONS<br>UNEMPLOYED OCT08 to<br>JUL09 UNEMPLOYMENT INDEX |                 | AVG. # OF PERSONS<br>BELOW POVERTY<br>LEVEL IN CY2008<br>POVERTY INDEX |                | WEIGHTED INDEX<br>POVERTY 60%<br>UNEMPLOY. 40% | \$220,772,205  | \$24,800,000   | TOTAL FY10 FOOD<br>GRANTS |
|----------------|--|-----------------|--|----------------|--|--|--|---------------------------|
|                | (1)  | (2)             | (3)  | (4)            |  | FY10 FOOD GRANTS [NOT<br>INCLUDING PORTIONS OF<br>FOOD GRANTS<br>ADMINISTRATIVE FUNDS] | PORTIONS OF FY10<br>FOOD GRANTS<br>CONVERTIBLE TO<br>ADMINISTRATIVE<br>FUNDS |                           |
| WESTERN        |  |                 |  |                |  |  |  |                           |
| Alaska         | 27,705   | 0.2151172325%   | 56,396   | 0.1378792308%  | 0.1687744315%                                  | \$372,607  | \$41,856   | \$414,463                 |
| Arizona        | 237,050  | 1.8405897838%   | 938,924  | 2.2955195215%  | 2.1135476264%                                  | \$4,666,126  | \$524,160  | \$5,190,286               |
| California     | 1,912,488  | 14.8496345686%  | 4,778,118  | 11.6817369086% | 12.9488959726%                                 | \$28,587,562   | \$3,211,326  | \$31,798,888              |
| Guam           | 1,598  | 0.0124077725%   | 16,319   | 0.0398973539%  | 0.0289015213%                                  | \$63,807   | \$7,168  | \$70,975                  |
| Hawaii         | 40,851   | 0.3171901846%   | 115,131  | 0.2814769439%  | 0.2957622402%                                  | \$652,961  | \$73,349   | \$726,310                 |
| Idaho          | 52,605   | 0.4084548643%   | 187,805  | 0.4591532901%  | 0.4388739198%                                  | \$968,912  | \$108,841  | \$1,077,753               |
| Nevada         | 140,452  | 1.0905484763%   | 290,197  | 0.7094854095%  | 0.8619106362%                                  | \$1,902,859  | \$213,754  | \$2,116,613               |
| N Mariana Isl. | 933  | 0.0072443378%   | 7,768  | 0.0189915218%  | 0.0142926482%                                  | \$31,554   | \$3,545  | \$35,099                  |
| Oregon         | 205,597  | 1.5963709672%   | 506,145  | 1.2374438487%  | 1.3810146961%                                  | \$3,048,897  | \$342,492  | \$3,391,389               |
| Washington     | 282,964  | 2.1970919536%   | 728,323  | 1.7806336450%  | 1.9472169684%                                  | \$4,298,914  | \$482,910  | \$4,781,824               |
| TOTAL-WRO      | 2,902,243  | 22.5346501412%  | 7,625,126  | 18.6422176738% | 20.1991906607%                                 | \$44,594,199   | \$5,009,401  | \$49,603,600              |
| NATIONAL TOTAL | 12,879,024   | 100.0000000001% | 40,902,462   | 99.9999999997% | 99.9999999998%                                 | \$220,772,205  | \$24,800,000   | \$245,572,205             |

Updated 10.22.09

|  |                      |
|--|----------------------|
| Appropriation                                      | \$248,000,000        |
| Available for Conversion into Administrative Funds | (\$24,800,000)       |
| Program Administrative Charges (AMS/FSA/PCIMS)     | (\$1,727,795)        |
| Additional Offshore Transportation Charges         | (\$700,000)          |
| <b>Total to be Allocated</b>                       | <b>\$220,772,205</b> |