



**Steven W. Troxler**  
Commissioner

North Carolina Department of Agriculture  
and Consumer Services  
*Food Distribution Division*

**Walter G. Beal**  
Director

COVID-19  
ADDENDUM TO  
THE EMERGENCY FOOD ASSISTANCE PROGRAM  
TEFAP STATE PLAN

The NCDA&CS FDD would like to continue the TEFAP flexibilities as stated below in the COVID-19 addendum for an additional six-month period through September 30, 2022.

As the Covid-19 virus changes daily and to continue meeting the needs of the North Carolina citizens, NCDA&CS FDD is encouraging The Emergency Food Assistance Program (TEFAP) agencies to observe the latest Center for Disease Control (CDC) recommendations referencing social distancing.

To adhere to the CDC recommendations, NCDA&CS FDD is requesting the following flexibilities for TEFAP distributions until it is determined that agencies can safely return to distributions as they were prior to the Pandemic.

**TEFAP Distributions:**

- Regulations require participants to complete a signed, Self-Declaration TEFAP application to confirm eligibility to receive TEFAP foods. Until further notice, TEFAP agencies/pantries will be allowed to assign a representative to complete the TEFAP applications and sign for participants when they come to pick up TEFAP packages.
- Mobile drive through distributions are recommended when possible, allowing participants to remain in their vehicles. An agency representative will be allowed to complete the application process with the participant one on one and the packages be brought out to the participants vehicle.
- NCDA&CS FDD developed the attached TEFAP Application form to be used for mobile distributions during the pandemic. This method will allow the assigned agency staff or volunteer to sign in place of the participant when receiving a TEFAP packet. Participant confidentiality will be maintained as no other participant will be able to view another participants information.

*Page 1* to be completed and signed by the agency representative responsible for logging all participant information as they come through for TEFAP pickup line. This page includes the agencies address, city and county location confirming the county in which the participant resides.

*Page 2* would be used to log the participants name receiving TEFAP and their eligibility criteria information (Snap assistance, household income, household size) and proxy name.

**TEFAP Distribution System – Soup Kitchens:**

Soup Kitchen agencies will be allowed to prepare meals and distribute to participants via carry out plates versus the traditional congregate feeding in a group setting.

To continue to maintain the integrity of the program all Agencies will continue to be monitored by the NCDA&CS FDD Field Service staff and maintain all required documentation adhering to State and Federal guidelines.