



Civil Rights Requirements in the Child and Adult Care Food Program Webinar

- 1) **Which of the following is not one of the three basic elements of public notification?**
 - a) Program Availability
 - b) Door to Door Solicitation
 - c) Complaint Information
 - d) Nondiscrimination Statement

- 2) **True or False: All materials and sources, including websites, used by the local agency to inform the public about the CACFP must contain a nondiscrimination statement.**
 - a) True
 - b) False

- 3) **If materials are too small to permit the full nondiscrimination statement to be included, which of the following statements is the minimum amount that must be included in print size no smaller than the text?**
 - a) "We can not discriminate against you."
 - b) "This institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. To file a complaint of discrimination, call toll free (866) 632-9992 (voice). Individuals who are hearing impaired or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339; or (800) 845-6136 (Spanish). USDA is an equal opportunity provider and employer."
 - c) "If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint form found online at http://www.ascr.usda.gov/complaint_filing_cust.html or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov."
 - d) "This institution is an equal opportunity provider."

- 4) **Which of the following are not required to prominently display the "And Justice For All" poster?**
 - a) Child Care Centers
 - b) Head Start Centers
 - c) Day Care Homes
 - d) Adult Care Centers

5) Which of the following statements is not true?

- a) Faith-based and community-based organizations may participate in the CACFP on equal footing with other kinds of local organizations.
- b) There are extra barriers in place to limit the number of faith-based and community based organizations that participate in the CACFP.
- c) A religious organization may retain its independence and continue to carry out its mission, provided that direct USDA funds do not support any inherently religious activity.
- d) Faith-based organizations may use space in their facilities without removing religious art, icons, scriptures, or other religious symbols.

6) True or False: Discrimination is defined as the act of distinguishing one person or group of persons from others, either intentionally, by neglect, or by the effect of actions or lack of actions based on their protected bases.

- a) True
- b) False

7) Civil Rights Data Collection must be:

- a) Collected for each service point.
- b) Maintained on file for the required time period.
- c) Maintained under safeguards that restrict records only to authorized personnel.
- d) All of the above

8) Which of the following actions is not a method by which local agencies are required to notify the public?

- a) Inform potentially eligible persons, applicants, participants, and grassroots organizations of Programs or changes in Programs.
- b) Provide appropriate information, including web-based information in alternative formats for persons with disabilities.
- c) Learn every language used by local residents (including sign language and Braille) so as to be able to communicate with any interested party.
- d) Convey the message of equal opportunity in all photographic and other graphics that are used to provide Program or Program-related information.

9) Civil rights data and any civil rights complaints must be maintained on file for how long after they are filed?

- a) One month
- b) For three previous years plus the current year
- c) Until the end of the program year
- d) Forever

10) True or False: An applicant is defined as a person who applies in writing, electronically, verbally, or through a designated representative for participation in the Child and Adult Care Food Program.

- a) True
- b) False

- 11) If an agency receives a complaint of discrimination, the person alleging the complaint must be:**
- a) Avoided
 - b) Confronted
 - c) Asked to talk directly to the person who committed the act of discrimination.
 - d) Provided with the nondiscrimination statement and procedures for filing a complaint.
- 12) A pre-approval compliance review is defined as:**
- a) A review conducted of the local agency prior to approval to ensure that all electrical equipment is in proper working order.
 - b) A review of the local agency's flexibility in working with the general public.
 - c) A desk or on-site compliance review of specific information submitted by a local agency in the application for Federal financial assistance.
 - d) None of the above
- 13) True or False: Noncompliance is defined, by the Civil Rights instruction, as a finding that all civil rights requirements have been violated.**
- a) True
 - b) False
- 14) True or False: The state agency must determine that all local agencies are in compliance with civil rights requirements prior to approval for participation in the CACFP.**
- a) True
 - b) False
- 15) The U.S. Department of Agriculture prohibits discrimination in the CACFP on the basis of:**
- a) Race or age
 - b) Color or sex
 - c) National origin or disability
 - d) All of the above
- 16) Which of the following is not an example of a publication that must include the nondiscrimination statement?**
- a) CACFP websites
 - b) CACFP posters
 - c) Agency promotional pens
 - d) Informational materials provided to the public
- 17) True or False: Participants are defined in the civil rights instruction as any individual who receives assistance from anyone.**
- a) True
 - b) False

18) True or False: Each participating agency must take specific actions to inform the general public, potentially eligible populations, community leaders, grassroots organizations, and referral sources about the CACFP applicable civil rights requirements.

- a) True
- b) False

19) Which of the following are examples of grassroots organizations?

- a) Advocacy organizations and migrant groups
- b) Community action programs and religious organizations
- c) Civic organizations and neighborhood councils
- d) Any of the above

20) Which of the following is the correct nondiscrimination statement?

- a) "In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race. To file a complaint of discrimination, write USDA, Director, Office of Adjudication."
- b) "This institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. To file a complaint of discrimination, call toll free (866) 632-9992 (voice). Individuals who are hearing impaired or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339; or (800) 845-6136 (Spanish). USDA is an equal opportunity provider and employer."
- c) "The U.S. Department of Agriculture prohibits discrimination against its customers, employees, and applicants for employment on the bases of race, color, national origin, age, disability, sex, gender identity, religion, reprisal, and where applicable, political beliefs, marital status, familial or parental status, sexual orientation, or all or part of an individual's income is derived from any public assistance program, or protected genetic information in employment or in any program or activity conducted or funded by the Department. (Not all prohibited bases will apply to all programs and/or employment activities.) If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint form found online at http://www.ascr.usda.gov/complaint_filing_cust.html or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov. Individuals who are deaf, hard of hearing, or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339; or (800) 845-6136 (Spanish). USDA is an equal opportunity provider and employer."
- d) "In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability."

Your Name

Local Agency Name

Date