

## CalFresh Outreach Website Compact Template

In order to meet the requirements of your CalFresh Outreach contract, you must create a CFO webpage. Please use this template as a guide. This compact template provides all of the necessary information about CalFresh Outreach and application assistance while also taking space limitations into account. If space isn't a limiting factor, please consider using the expanded template.

### Logo and Tagline Requirements

Your website must include at minimum the CalFresh logo and the following USDA acknowledgement tagline: *"This website was funded by USDA, SNAP, known in California as CalFresh, an equal opportunity provider and employer, and the California Department of Social Services."* We recommend including the tagline at the bottom of each webpage. For additional information about proper usage of CalFresh logos and materials visit <http://www.cdss.ca.gov/inforesources/CalFresh-Outreach/Logos-and-Materials>

### Color Key

Black	Content that can be copied directly onto your website.
Green	<i>Add information unique to your school in these areas.</i>
Blue	Links to include on your website.
Purple	<i>Notes and explanations. Do not include on your webpage!</i>

## Title: CalFresh Outreach and Application Assistance

### Subtitle 1: What is CalFresh?

CalFresh is a nutrition assistance program that helps low-income individuals and families buy the food they need. CalFresh dollars help stretch a tight food budget and help many people afford to incorporate healthy foods like fruits and vegetables into their diets.

CalFresh is the name of the USDA-funded Supplemental Nutrition Assistance Program (SNAP) in the state of California. Recipients receive and "spend" CalFresh benefits electronically, via personal Golden State Advantage electronic benefits transfer (EBT) cards that look just like any other credit or debit cards.

### Subtitle 2: What is CalFresh Outreach (CFO)?

The CalFresh Outreach Program is funded through the California Department of Social Services (CDSS) and is implemented in partnership with county social services offices. It assists people through the entire CalFresh application process, including assistance with the application itself, obtaining verification documents, navigating the 30-day application period, as well as the renewal process.

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### **Subtitle 3: Where do I go for Assistance?**

#### **Food Pantry**

(Add information about your food pantry, such as hours, location, phone number, etc.)

#### **Drop-in Assistance**

(Add information about drop-in assist at your location such as drop-in hours, location, phone number, etc.)

#### **Apply Online**

Apply for CalFresh online at [GetCalFresh.org](http://GetCalFresh.org)

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### **Subtitle 4: Basic Eligibility**

[Link to basic eligibility information on Center for Healthy Communities CFO Website.](#) (Basic eligibility information changes semi-regularly. We suggest providing a link to the CHC CFO website to be sure this information is always current on your website.)

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### **Subtitle 5: Student Eligibility**

[Link to student eligibility information on Center for Healthy Communities CFO Website.](#) (Student eligibility information changes semi-regularly. We suggest providing a link to the CHC CFO website to be sure this information is always current on your website.)

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### **Subtitle 6: Application Process**

**Step 1:** Contact your CalFresh Outreach Team and take the application prescreen. If you are not sure who your CalFresh Outreach Team is, email [\(your CFO email here\)](#)

**Step 2:** If you think you may be eligible, complete and submit an application with your CalFresh Outreach Team. Although the application is available online, we encourage you to apply online with the help of your CalFresh Outreach Team because they are very familiar with the questions and will likely get you through the application faster.

**Step 3:** Once the application is received by the county, your 30-day application period begins

**Step 4:** During this 30 day period, you will need to do the following:

- Complete your INTERVIEW with the county office by phone or in person (The county office will either call or mail you a date and time for your interview)
- Let your CalFresh Outreach Team know if you have not heard from the county within the first 7 days



**Step 5:** You will then be required to provide verification documents [to your county office. This must also be completed during the 30 day period. Your application will not be approved if you do not submit verification documents that meet their requirements. Examples of verification documentation include:

- Copy of ID
- Proof of address
- Utility Bill
- Pay stubs
- Financial aid award letter and schedule (if a student)

**Step 6:** In order to keep your CalFresh benefits, you will be required to do the following:

- Complete a Semiannual Report (called a SAR 7 Eligibility Report) 6 months after your initial application is approved. They County will let you know when this is due.
  - Complete a Recertification Application and be interviewed before the end of your certification period. The County will let you know when your Recertification Application is due and will send you a letter confirming the time and date of your interview. Most interviews will be conducted over the phone.
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