



# Food Distribution National Policy Memorandum

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United States  
Department of  
Agriculture

**DATE:** March 31, 2003

Food and  
Nutrition  
Service

**POLICY NO.:** FD-014: The Emergency Food Assistance Program (TEFAP)

3101 Park  
Center Drive

**SUBJECT:** Eligibility of Persons with Disabilities, Elderly, and/or Public Assistance Recipients

Alexandria, VA  
22302-1500

The purpose of this memorandum is to provide guidance on determining household income when it involves persons with disabilities, elderly and/or public assistance recipients.

Current regulations (7 CFR 250.3) define “household” as a group of related or non-related individuals, exclusive of boarders, who are not residents of an institution, but who are living as one economic unit and for whom food is customarily purchased and prepared in common. To ensure that the true total income of the household is not misrepresented, persons residing together that meet these criteria cannot be classified as separate households regardless of any other circumstances.

*for*

SUZANNE RIGBY  
Acting Director  
Food Distribution Division

Date Originally Issued: 09/20/1990 (TEFAP Policy Memo 4)