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United States  
Department of  
Agriculture

Food and  
Nutrition  
Service

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**SUBJECT:** Commodity Supplemental Food Program (CSFP): Final Caseload Assignments for the 2014 Caseload Cycle, and Administrative Grants

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

State Directors  
CSFP State Agencies  
All Participating States

On December 30, 2013, the Food and Nutrition Service (FNS) assigned tentative caseload at 573,000 and allocated administrative grants correspondingly. The tentative national caseload allocation was subject to change based upon the amount of funding provided to CSFP in the full-year Fiscal Year (FY) 2014 appropriation. When FNS allocated tentative caseload, CSFP was funded under a Continuing Resolution through January 15, 2014, at a funding level prorated to \$181.873 million.

On January 17, 2014, President Obama signed the Consolidated Appropriations Act, 2014 (P. L. 113-76), which provides \$202.682 million for CSFP for the full FY 2014. Based on this full-year funding level, FNS is issuing a final national caseload allocation of 588,000 for 2014. This amount is equal to the 2013 national caseload allocation.

Final caseload assignments and administrative grant allocations have been adjusted accordingly. Under the final caseload assignments, all available program resources are being used to support currently participating States. Program resources are not sufficient to add new States to the program this caseload cycle.

### **Final Caseload Assignments**

In accordance with CSFP regulations, the 2014 base caseload calculation for all States is equal to the greater of (1) average monthly participation for the previous FY or (2) average monthly participation for the last quarter of the previous FY. Although CSFP regulations permit September-only participation data to be used to determine base caseload in certain limited circumstances, these regulatory criteria were not met for 2014. CSFP regulations further provide that for all CSFP States, calculated base caseload for 2014 cannot be greater than total assigned caseload for 2013.

Current resources are sufficient to support each State's base caseload for the 2014 caseload cycle (January 1 through December 31). Additionally, because several States did not fully use their 2013 assigned caseload, 6,482 caseload slots are available for reallocation as additional caseload

allocated to those eligible State agencies which can most efficiently use it without significantly exceeding their caseload assignments, as demonstrated by past performance.

Each requesting State which used equal to or greater than 95 percent of its assigned caseload on an average monthly basis during either FY 2013 or the last quarter of FY 2013 is receiving additional caseload for 2014, if the State agency did not exceed 101 percent of its assigned caseload on an average monthly basis for FY 2013. Each of these States is being allocated a share of the total additional caseload slots available proportional to its base caseload, up to its total additional caseload request. Where a proportional share exceeds any State's additional caseload request, the remaining caseload is being allocated proportionally to the remaining States.

#### **Caseload Use and Food Orders in 2014**

Program regulations require that States ensure that program participation levels do not exceed assigned caseload on an average monthly basis. **In order to ensure sufficient resources are available to serve CSFP participants throughout the year, any States currently exceeding 2014 final caseload assignments must work to reduce participation levels to reflect such assignments.**

At the same time, State agencies must attempt to fully use their 2014 caseload assignments. In order to efficiently use caseload, States must monitor participation carefully each month. Per CSFP regulations, caseload assignments in 2015 will be in large part dependent on each State's caseload use this year.

Due to the limited resources available to support the program, it is crucial that States use caseload and USDA Foods in the most efficient manner possible. **Recommended CSFP State-level inventories are two to two-and-one-half months by food package category. Regulations at 7 CFR Part 250 prohibit inventories from exceeding six months on-hand without approval from FNS.**

FNS Regional Offices (ROs) will very closely and constantly monitor States' year-to-date participation levels and food orders. FNS ROs will reduce food orders to ensure that States do not exceed their assigned caseloads or over-order USDA Foods, thus depriving other States of needed resources.

#### **Administrative Grant per Assigned Caseload Slot**

The Agriculture and Consumer Protection Act of 1973 (P.L. 93-86), as amended, mandates an administrative grant per assigned caseload slot to be adjusted each FY to reflect inflation. The mandatory grant per assigned caseload slot for FY 2014 is \$72.86.

CSFP Final Caseload Assignments for 2014

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The attached chart displays final caseload assignments and administrative grants for each State. Administrative funds for use over the remainder of the FY are subject to apportionment by the Office of Management and Budget. We will keep you informed regarding the availability of such funds.

CSFP State agencies should address questions or comments to their FNS ROs, which may in turn contact Erica Antonson or Carolyn Smalkowski at (703) 305-2662.

A handwritten signature in cursive script that reads "Laura Castro".

Laura Castro  
Director  
Food Distribution Division

Attachment

**Final CSFP Caseload and Administrative Funding - 2014**

Admin. Grant/Slot/Year:	\$72.86	2014 Final Caseload:	588,000
Grant/Slot/Month:	\$6.0717		
Grant/Slot/Oct.-Dec.:	\$18.2151		
Grant/Slot/Jan.-Sept.:	\$54.6453		

State	2013 Caseload	FY 2013 Annual Average Participation	FY 2013 Annual Average Part. %	FY 2013 Final Qtr. Average Participation	FY 2013 Final Qtr. Average Part. %	2014 Base Caseload Calculation	2014 Additional Caseload	2014 Final Caseload	Total Admin Funds FY 2014	FY 2014 Admin. Funds Allowed through 1/15/14 under CR	Remaining Admin. Funds to be Allowed a/
Maine	2,902	2,922	100.69%	2,902	100.00%	2,902	43	2,945	\$213,790	\$61,764	\$152,026
New Hampshire	6,223	5,889	94.63%	5,761	92.58%	5,889	0	5,889	\$435,159	\$132,446	\$302,713
New York	33,574	31,358	93.40%	33,973	101.19%	33,574	492	34,066	\$2,473,101	\$714,564	\$1,758,537
Vermont	3,180	3,119	98.08%	3,069	96.51%	3,119	46	3,165	\$230,876	\$67,681	\$163,195
<b>Region</b>									<b>\$3,352,926</b>	<b>\$976,455</b>	<b>\$2,376,471</b>
Delaware	2,359	2,366	100.30%	2,359	100.00%	2,359	35	2,394	\$173,790	\$50,207	\$123,583
D.C.	6,402	6,238	97.44%	6,201	96.86%	6,238	91	6,329	\$462,463	\$136,255	\$326,208
New Jersey	2,922	2,920	99.93%	2,908	99.52%	2,920	43	2,963	\$215,139	\$62,190	\$152,949
Pennsylvania	34,119	34,354	100.69%	34,055	99.81%	34,119	500	34,619	\$2,513,247	\$726,163	\$1,787,084
<b>Region</b>									<b>\$3,364,639</b>	<b>\$974,815</b>	<b>\$2,389,824</b>
Georgia	2,945	2,945	100.00%	2,889	98.10%	2,945	43	2,988	\$216,923	\$62,679	\$154,244
Kentucky	23,031	23,143	100.49%	22,887	99.37%	23,031	337	23,368	\$1,696,463	\$490,174	\$1,206,289
Mississippi	9,437	9,507	100.74%	9,437	100.00%	9,437	138	9,575	\$695,125	\$200,850	\$494,275
North Carolina	1,121	1,131	100.89%	1,129	100.71%	1,121	17	1,138	\$82,605	\$23,859	\$58,746
South Carolina	5,450	5,288	97.03%	5,020	92.11%	5,288	78	5,366	\$392,499	\$115,994	\$276,505
Tennessee	13,274	13,264	99.92%	13,684	103.09%	13,274	194	13,468	\$977,750	\$282,514	\$695,236
<b>Region</b>									<b>\$4,061,365</b>	<b>\$1,176,070</b>	<b>\$2,885,295</b>
Illinois	17,263	16,778	97.19%	16,145	93.52%	16,778	245	17,023	\$1,244,674	\$367,413	\$877,261
Indiana	3,593	3,489	97.11%	3,749	104.34%	3,593	52	3,645	\$264,629	\$76,471	\$188,158
Michigan	75,450	75,290	99.79%	75,486	100.05%	75,450	916	76,366	\$5,547,372	\$1,605,821	\$3,941,551
Minnesota	15,751	15,673	99.50%	15,569	98.84%	15,673	230	15,903	\$1,155,930	\$335,232	\$820,698
Ohio	20,191	20,286	100.47%	20,048	99.29%	20,191	296	20,487	\$1,487,299	\$429,730	\$1,057,569
Red Lake	87	85	97.70%	88	101.15%	87	1	88	\$6,394	\$1,852	\$4,542
Wisconsin	10,423	10,391	99.69%	10,296	98.78%	10,391	0	10,391	\$757,675	\$221,835	\$535,840
<b>Region</b>									<b>\$10,463,973</b>	<b>\$3,038,354</b>	<b>\$7,425,619</b>
Arkansas	2,949	2,958	100.31%	2,949	100.00%	2,949	43	2,992	\$217,215	\$62,764	\$154,451
Louisiana	67,269	65,015	96.65%	63,227	93.99%	65,015	0	65,015	\$4,778,076	\$1,431,703	\$3,346,373
New Mexico	16,428	16,360	99.59%	16,204	98.64%	16,360	240	16,600	\$1,206,350	\$349,641	\$856,709
Oklahoma	2,946	2,954	100.27%	2,917	99.02%	2,946	43	2,989	\$216,997	\$62,700	\$154,297
Texas	33,452	33,118	99.00%	33,469	100.05%	33,452	490	33,942	\$2,464,103	\$711,967	\$1,752,136
<b>Region</b>									<b>\$8,882,741</b>	<b>\$2,618,775</b>	<b>\$6,263,966</b>
Colorado	17,959	18,049	100.50%	18,014	100.31%	17,959	141	18,100	\$1,316,205	\$382,226	\$933,979
Iowa	2,955	2,955	100.00%	2,968	100.44%	2,955	43	2,998	\$217,653	\$62,892	\$154,761
Kansas	4,921	4,867	98.90%	4,731	96.14%	4,867	71	4,938	\$359,475	\$104,735	\$254,740
Missouri	15,648	15,881	101.49%	15,830	101.16%	15,648	0	15,648	\$1,140,120	\$333,040	\$807,080
Montana	8,079	8,124	100.56%	8,079	100.00%	8,079	118	8,197	\$595,088	\$171,947	\$423,141
Nebraska	11,753	10,870	92.49%	10,835	92.19%	10,870	0	10,870	\$808,076	\$250,142	\$557,934
North Dakota	2,096	2,047	97.66%	2,034	97.04%	2,047	0	2,047	\$150,038	\$44,610	\$105,428
Oglaia Sioux	601	621	103.33%	602	100.17%	601	0	601	\$43,789	\$12,791	\$30,998
South Dakota	4,162	4,158	99.90%	4,050	97.31%	4,158	61	4,219	\$306,360	\$88,581	\$217,779
Utah	2,385	2,386	100.04%	2,328	97.61%	2,385	35	2,420	\$175,685	\$50,761	\$124,924
<b>Region</b>									<b>\$5,112,489</b>	<b>\$1,501,725</b>	<b>\$3,610,764</b>
Alaska	2,148	2,089	97.25%	1,791	83.38%	2,089	30	2,119	\$154,919	\$45,716	\$109,203
Arizona	12,607	12,171	96.54%	12,018	95.33%	12,171	178	12,349	\$904,453	\$268,318	\$636,135
California	75,978	74,621	98.21%	70,322	92.56%	74,621	1,093	75,714	\$5,521,361	\$1,617,059	\$3,904,302
Nevada	7,212	7,287	101.04%	7,176	99.50%	7,212	0	7,212	\$525,469	\$153,495	\$371,974
Oregon	1,621	1,621	100.00%	1,611	99.38%	1,621	24	1,645	\$119,419	\$34,500	\$84,919
Washington	5,134	5,173	100.76%	5,164	100.58%	5,134	75	5,209	\$378,163	\$109,268	\$268,895
<b>Region</b>									<b>\$7,603,784</b>	<b>\$2,228,356</b>	<b>\$5,375,428</b>
<b>National Total</b>	<b>588,000</b>					<b>581,518</b>	<b>6,482</b>	<b>588,000</b>	<b>\$42,841,917</b>	<b>\$12,514,550</b>	<b>\$30,327,367</b>

a/ Administrative funds subject to apportionment by the Office of Management and Budget.