

PARTICIPANT RIGHTS AND RESPONSIBILITIES

Michigan Department of Health and Human Services

As a participant in the Senior Project Fresh program, you have rights and responsibilities. Becoming familiar with these rights and responsibilities will help you get the most benefit out of the program and will help the program improve.

Participant Rights

1. You have the right to be treated fairly and equally. Discrimination is prohibited on the basis of race, color, religion, sex, age, national origin, marital status, sexual orientation, familial status, disability, limited English proficiency or because all or part of your income is derived from a public assistance program.
2. You have the right to apply for Senior Project Fresh coupons at any distribution site within your county of residence. Eligibility will be determined by the answers on your application.
3. You have the right to have assistance/accommodation with any aspect of the program.
4. These rights extend to markets and roadside stands that are registered with Senior Project Fresh as vendors.
5. You have the right to file a discrimination complaint with the U.S. Department of Agriculture (USDA) if you feel you have been discriminated against on the basis of a protected class listed in item number one (1). You can file a complaint in one of the following ways:
 - a. Electronic: <https://www.ascr.usda.gov/ad-3027-usda-program-discrimination-complaint-form>.
 - b. Hard copy/paper: see attached.

Participant Responsibilities

1. Enter true and honest answers on the application for Senior Project Fresh.
2. Ask questions at the distribution site or the market if you don't understand something about the program.
3. Ask for or inform the staff person at the distribution site that you need assistance in participating in the program.
4. Use all the coupons given to you for items that are on the Eligible Items list.
5. Take the lead and file a discrimination complaint if you feel you have been discriminated against. (See item number five (5) in the "Participant Rights" section of this document for more information.)

The Michigan Department of Health and Human Services (MDHHS) does not discriminate against any individual or group on the basis of race, national origin, color, sex, disability, religion, age, height, weight, familial status, partisan considerations, or genetic information. Sex-based discrimination includes, but is not limited to, discrimination based on sexual orientation, gender identity, gender expression, sex characteristics, and pregnancy.

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/ad-3027.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

mail:

U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410; or

fax: (833) 256-1665 or (202) 690-7442; or

email: Program.Intake@usda.gov

This institution is an equal opportunity provider.