



**Arizona Department of Education
Health and Nutrition Services
Civil Rights Pre-Award Compliance**

In accordance with the Civil Rights Act of 1964 and the Rehabilitation Act of 1973 (Section 504), the Arizona Department of Education Health and Nutrition Services must conduct a pre-award civil rights compliance review of unfunded Sponsor Entities applying for a Child Nutrition Program. Please complete this form.

i. Sponsor Entity Information		
Sponsor Entity Name:		
Street Address:		
City:	State:	Zip Code:
Phone:	Fax:	Email:
Authorized Signature:		Date:

ii. Child Nutrition Program Nondiscrimination Requirements
Sponsor entities of Child Nutrition Programs (CNP) are required to use the following items to publicize NCP availability and nondiscrimination requirements: <ul style="list-style-type: none">• Free and Reduced-Price Policy Statements• Letter to Parents/Guardians• Public Release• Other materials used to publicize the programs availability and nondiscrimination requirements.

iii. Additional Questions
1. Does the Sponsor Entity offer its benefits and services without regard to race, color, national origin, sex, age, or disability? If no, describe the prerequisite for admission.
2. What efforts will be made to contact minority and grass roots organizations about the opportunity to participate in the program? For example, flyers and brochures will be given to local schools and community organizations, conducting an open house, and/or other specific marketing practices.

3. What method does the Sponsor Entity use to recruit its participants?

- Applications
- Open Enrollment
- Referrals (Child Welfare, Courts, etc.)
- Other _____

4. Is the Sponsor Entity currently receiving financial assistance from another federal agency?

If yes, please list the name(s) of the federal agencies which provide assistance to your organization.

5. Has any federal agency notified the Sponsor Entity of non-compliance with the Civil Rights Act of 1964?

If yes, provide details including dates, names, and results.