



COMMODITY SUPPLEMENTAL FOOD PROGRAM
POLICY AND PROCEDURE MANUAL

SUBJECT:	State Planning Process	Chapter:	7
		Section:	7.1
REFERENCES:	7 CFR 247.6	Page:	1 of 1
		Revised:	7-2006

PURPOSE: To describe how local agencies, participants and other interested parties are involved in the development of amendments to the State Plan.

POLICY: Local agencies, participants and other interested parties may provide input and ideas for subsequent amendments to the state plans on an on-going basis.

PROCEDURES:

- A. The State Plan is a document that describes how the State agency will operate CSFP and the caseload needed to serve eligible applicants. The State submits the State Plan to FNS and once approved the plan is considered permanent, with amendments submitted at the State Agency's initiative or at FNS request.
- B. The approved State Plan and amendments are available for public comment on the Missouri Department of Health and Senior Services website. Local agencies, participants and other interested parties are encouraged to provide input and ideas on an on-going basis for incorporation into subsequent amendments to the State Plan.
- C. The State agency must submit amendments to FNS to reflect any changes in program operations or administration described in the State Plan, and to request additional caseload for the following caseload cycle. FNS may also require that the State Plan be amended to reflect changes in Federal law or policy. Amendments may be submitted at any time. Budget updates are required annually by August 15th. Requests for additional caseload are due by November 5th.