

## USDA Statement

If your application for benefits was turned down or your benefits stopped, you have the right to a Fair Hearing. A Fair Hearing is a chance for you to tell a judge why you think the decision is wrong. You must ask for the hearing within 60 days of when your application was turned down or when you were told your benefits will stop. If you don't ask within the 60 days, you will lose the chance for a fair hearing. Please review the Fair Hearing Supplement for details on the process. Refer to 7CFR §246.9, NYS WIC Program Manual Sections #1100, #1047 and the NYS WIC Rights and Responsibilities document.

A certification period is how long you were going to get WIC benefits. If your benefits are stopped in the middle of the certification period and you ask for a hearing within 15 days, your WIC benefits will continue until the hearing result is known or until the end of the certification period, whichever happens first.

Ask for a hearing at the WIC local agency (staff will assist you) or contact the NYS WIC Program:

- 1. mail:** WIC Program Director  
NYSDOH, Riverview Center  
Room 650, 150 Broadway,  
Albany, NY 12204;
- 2. phone:** (800) 522-5006 fax: (518) 402-7348; or
- 3. email:** NYSWIC@HEALTH.NY.GOV

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, audiotope, 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/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.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:

- 1. mail:** U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410;
- 2. fax:** (833) 256-1665 or (202) 690-7442; or
- 3. email:** [program.intake@usda.gov](mailto:program.intake@usda.gov)

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