

The Ryan White CARE Act defines the Food Bank budget line items as follows:

**Food Bank/Home Delivered Meals/Nutritional Supplements:** The provision of actual food, meals, or nutritional supplements. The provision of essential household supplies such as hygiene items and household-cleaning supplies should be included in this item.

**Limitations:**

- ◆ No direct cash payments may be paid out using Ryan White funds (97-02).
- ◆ Funds awarded under Title A or B of the Ryan White CARE Act **may** be used to purchase non-food products, such as personal hygiene products, to be provided to eligible individuals through food and commodity distribution programs. CARE Act funds **may not** be used for household appliances, pet foods or products. (97-2.13)

The Southwest Florida Regional HIV/AIDS Council (RHAC) policy is that food assistance will be provided to persons who without the assistance would not be able to secure food, hygiene or household products necessary to stabilize or maintain health. Food assistance is available under the program through the issuance of food cards.

**Food Cards**

Food cards are only to be used for food or essential household supplies. Cards cannot be used for alcohol, tobacco, or lottery items as indicated on the card. Case managers must keep a log of the client MIP numbers for clients receiving the cards. Case managers can obtain food cards in blocks of twenty five (25). To obtain the next block, the client MIP numbers for the previous block need to be submitted to HPCSWF. The client file must contain documentation of the specific circumstances that necessitate the issuance of the food card (i.e. poor hygiene, unclean living conditions, lack of food and weight concerns, etc.). The need must be related to the clients' health and documented in the case management chart as a medical concern. Food assistance is not for buying food for an expanded household (i.e. relatives or friends temporarily living in the household) or for holiday meals or due to financial mismanagement. It must be directly tied to an existing medical concern not able to be met by area food banks / meal services.

**The client may not redeem the card for cash, trade the card for cash or any other items/services. If it is discovered that the card was used for any other purpose than to purchase the necessary food or essential household items, the client may be terminated from the Ryan White Part B program.**

**This policy is subject to change due to new regulations from the Contract Administration Unit in Tallahassee.**

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I, (print client name) \_\_\_\_\_, have read and understand the above policy. I understand my responsibilities to seek other sources of reimbursement or coverage, and seek reimbursement back to the RWII program where applicable. I understand I must be compliant with the requirements for assistance outlined above or I risk being ineligible for further assistance.

Client Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Case Manager: \_\_\_\_\_

Date: \_\_\_\_\_