

## **.05 FAA Verification of Meal Provision**

**REVISION 09**  
(07/01/09 – 09/30/09)

Before a homeless shelter or kitchen can be [FNS](#) authorized to accept NA, FAA must certify to FNS that the homeless shelter or kitchen provides meals to the homeless.

A homeless shelter or kitchen requesting FNS authorization must complete the following:

- Contact the [FAA Region Office](#) that serves the county in which the homeless shelter or kitchen is located.
- Complete the Request for Verification of Meal Provision to the Homeless (FA-127-FF) form. This form is available in the [Digital Library](#).

Once the FA-127 is completed by the shelter or kitchen, the Region Office determines whether the shelter or kitchen provides meals to the homeless. There is no minimum number of daily meals required. The Region Office completes the following:

- The Region may be unfamiliar with the shelter or kitchen. An on-site visit must be completed to ensure that the shelter or kitchen provides meals to the homeless.
- One visit is enough unless the Region learns that the shelter or kitchen no longer provides meals to the homeless. In this situation, another visit must be completed. The second visit determines whether the FAA certification should be withdrawn.
- The Region may be familiar with the shelter or kitchen and knows that the shelter or kitchen provides meals to the homeless. When this occurs, an on-site visit is not required.

Region staff **MUST** complete the Region portion of the FA-127 ensuring that the shelter or kitchen provides meals to the homeless. The Region maintains the original in the Region Office.