

## What is the Process?

Restaurant owners interested in partnering with the California Department of Social Services (CDSS) in becoming a participating RMP vendor must follow the steps below:

1. Search for the ZIP code where your restaurant is located using the [RMP SERVICE AREA](#) list.
  - If your ZIP code is in an eligible service area, you may move onto the next step. If your restaurant is not in an eligible service area, you are not approved to participate in RMP at this time. Should you have any questions, email [CDSSRMP@dss.ca.gov](mailto:CDSSRMP@dss.ca.gov).
2. Enter into an agreement with the CDSS.
  - To participate in the RMP, restaurant owners must enter into an agreement with the CDSS. To enter into the agreement, you must complete the Permanent Single Agreement (PSA). Click the following links to access, review and complete the [RMP PROGRAM REQUIREMENTS and PSA](#).
  - Complete the [RESTAURANT VENDOR INTAKE FORM](#) to provide more information about your restaurant.
3. Provide the completed PSA to the CDSS RMP Unit.
  - Submit the completed PSA and Vendor Intake Form to the CDSS RMP Unit at [CDSSRMP@dss.ca.gov](mailto:CDSSRMP@dss.ca.gov). The PSA will not be accepted without the completed Restaurant Vendor Intake Form.
  - If your restaurant is within an eligible RMP service area, the CDSS RMP Unit will sign the PSA and return it to you via the originating email. If your restaurant is not in an eligible service area or does not meet program criteria, CDSS will inform you that your restaurant is not approved to participate in the program at this time and the CDSS RMP Unit will not return a signed PSA.
4. Complete the RMP Restaurant Vendor application.
  - Restaurant owners must submit an application to the United States Department of Agriculture, Food and Nutrition Services (USDA-FNS) to become an authorized RMP restaurant vendor. Review and complete the [USDA SNAP APPLICATION FOR MEAL SERVICES \(FNS 252-2\)](#) and gather all required supporting documentation, as noted in the FNS 252-2.
  - Please note that you may not submit an application package to USDA-FNS until you have been approved by CDSS and received your signed PSA.
5. Submit your RMP application package to USDA-FNS via email to [SM.FN.ROB-WC1REtReply@usda.gov](mailto:SM.FN.ROB-WC1REtReply@usda.gov). You may also mail your application package to the following address:

**USDA-Food and Nutrition Services**

**PO Box 7228**

**Falls Church, VA 22040**

- Your application package will consist of the signed PSA provided by CDSS, the completed FNS 252-2, and required supporting documentation, as noted in the FNS 252-2.
  - USDA-FNS will review your RMP application package and respond with an approval, denial, or further information.
  - This process can take up to 4 months. Please contact the USDA-FNS directly for updates on your application; CDSS will not have this information.
  - If the application package is denied, please reach out to FNS directly at 1-877-823-4369 for more information.
6. Once approved, you must acquire a [POINT OF SALE \(POS\) MACHINE](#) (see footnote below) that will accept CalFresh Food Electronic Benefits Transfer (EBT) transactions and post the [RMP VENDOR SIGNAGE](#) on your restaurant storefront.

**Footnote:** RMP restaurant vendors are responsible for the cost of setting up a POS Machine. In addition, the POS Machine must be in full operation before an announcement is made to the public of the restaurant vendor's RMP status.

## How to contact the CalFresh Restaurant Meals Program Unit:

If you have any questions, please feel free to contact the California Department of Social Services (CDSS) by email at [CDSSRMP@dss.ca.gov](mailto:CDSSRMP@dss.ca.gov) or website at <https://www.cdss.ca.gov/rmp/partners>.