


New Ideas and Prototypes



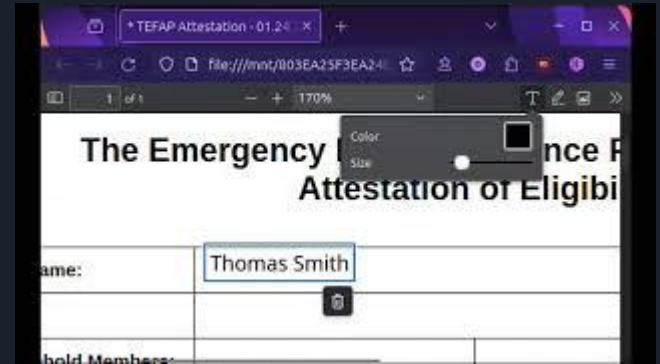
My In-Person Interview with Lloyd, MS Forms is difficult

During the interview, Lloyd informed me that the Microsoft Forms idea would be difficult to implement because the TEFAP form changes frequently, and it would have to be manually converted by hand into a digital form every time.

I have two ideas on how to create a digital form system that can adapt to different PDFs.

Idea 1: PDF Editor

The Firefox browser has an excellent PDF editor built-in. Because this PDF editor is open source, it could be modified to make it easier to use on mobile devices and reduce the number of buttons to just what is needed to fill out the form.



**Office of General Services
Food Distribution**

**The Emergency Food Assistance Program (TEFAP)
Attestation of Eligibility**

Recipient Name: _____
Address: * _____
Total Household Members: _____

OPTION 1: Categorical Eligibility You are categorically eligible to receive USDA Foods through TEFAP if your household participates in any of the following programs: SNAP, WIC, TANF, Medicaid, or SSI.

OPTION 2: Household Income: If your gross annual household income is at or below the amount listed for the number of people in your household, you are eligible to receive USDA Foods through TEFAP.

Household Size	1	2	3	4	5	6	7	8
Annual Income	\$13,880	\$45,990	\$58,099	\$70,208	\$82,305	\$94,410	\$106,515	\$118,620

For each additional family member add \$12,105.

By checking here, you attest that the following is true:

1. The recipient's name, address, (To the extent practicable) and household size provided above is correct.
2. The recipient resides within New York State (there is no minimum length of residency required).
3. The recipient meets Option 1 or Option 2 of TEFAP eligibility guidelines above.
4. The food is for the recipient's home consumption only, and will not be sold, traded, or bartered.
5. The recipient is aware of their civil rights as described in the USDA Nondiscrimination Statement below.

Recipient Signature (optional) _____ Date (required) _____

USDA Nondiscrimination Statement

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, audiotape, American Sign Language) should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 725-2600 (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-CMS-CF-2007-Complainant-Form-5026-0303-208-11-20-17740203.pdf> from any USDA office by calling (866) 622-6992, 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; or
2. Mailstop: 020-1000 or 0201-1442; or
3. email: usda.nondiscrimination@usda.gov

This institution does not discriminate in providing _____



Idea 2: Scanning PDF for Inputs

The TEFAP forms contain text that a computer can read. Because of this, it might be possible to create a tablet app that reads the text in the PDF and automatically finds inputs. This would use the open-source “Poppler” library to read text. All lines that are followed by a colon will be considered inputs. The signature and date inputs don’t contain any colons, so these would be detected using the words “Signature” and “Date” (the code would also need to include “Signature” and “Date” in other languages).

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Address: *
Total Household Members:
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participates in any of the following programs: SNAP, WIC, TANF, Medicaid, or
SSI.
 OPTION 2: Household Income: If your gross annual household income is at or
below the amount listed for the number of people in
your household, you are eligible to receive USDA Foods through TEFAP.
Household Size
1
2
Annual Income
$33,885
$45,990
For each additional family member add $12,105.
345678
$58,095$70,200$82,305$94,410$106,515$118,620
 By checking here, you attest that the following is true:
1.
2.
3.
4.
5.
The recipient's name, address (*to the extent practicable) and household size
provided above is correct.
The recipient resides within New York State (there is no minimum length of
residency required).
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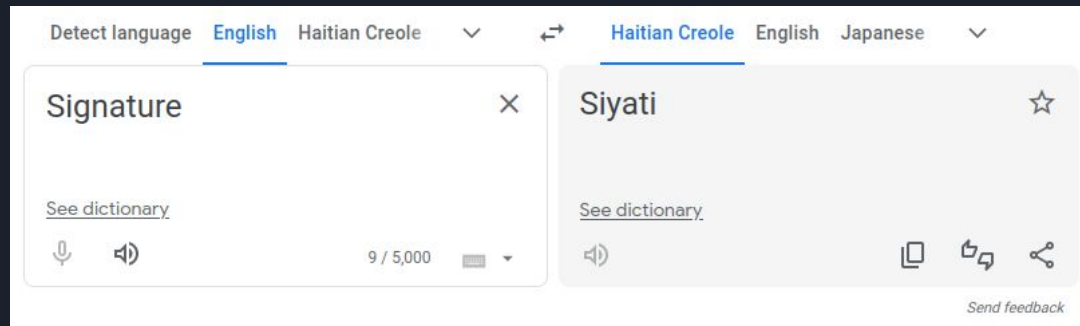
Scanning PDF for Inputs: False Negatives

In order to prevent false negatives (the program not detecting an input), the program must contain an interface that the form creator can use to manually add fields.

For example, the program will always look for a line with the word “Signature” and make it a field. The form administrator must be able to add their own keywords.

Once a keyword has been added, it should stay for all future forms (unless it is deleted).

In order to ensure that the process of adding keywords remains quick, and is not slowed down by the need to use multiple languages of forms, maybe the program could connect to a machine translating service and automatically translate the english keyword that the form administrator enters. Since keywords will likely be a single word, I hope that the machine translation would produce accurate results.



Scanning PDF for Inputs Prototype

Here is a prototype made in Figma that shows what the interface for this program might look like. For each input that the program finds, it will zoom in on that part of the PDF, then have a text box below for input. The user would be able to drag their finger along the pdf part of the screen to pan it and read text that might be cut off.

The Emergency Food A
Attestation

Recipient Name:	
Address: *	

Recipient Name:

< 310-555-5000 Hi Jennifer! This is E: >

q w e r t y u i o p

a s d f g h j k l

↑ z x c v b n m ↵

?123 , @ EN • FR . ↵

Thank you!

