FREQUENTLY ASKED QUESTIONS ABOUT FREE AND REDUCED-PRICE SCHOOL MEALS

Dear Parent/Guardian:

Children need healthy meals to learn. (Name of School/School District) offers healthy meals every school day. Breakfast costs (\$); lunch costs (\$). Your children may qualify for free meals or for reduced-price meals.

Reduced-price is (\$) for breakfast and (\$) for lunch. This packet includes an application for free or reduced-price meal benefits and a set of detailed instructions. Below are some common questions and answers to help you with the application process.

- 1. WHO CAN GET FREE OR REDUCED-PRICE MEALS?
 - All children in households receiving benefits from (Supplemental Nutrition Assistance Program [SNAP]), (Food Distribution Program on Indian Reservations [FDPIR], or (Temporary Assistance for Needy Families [TANF]) are eligible for free meals.
 - Foster children who are under the legal responsibility of a foster care agency or court are eligible for free meals.
 - Children participating in their school's Head Start program are eligible for free meals.
 - Children who meet the definition of homeless, runaway, or migrant are eligible for free meals.
 - Children may receive free or reduced-price meals if your household's income is within the limits on the federal Income-Eligibility Guidelines (IEGs). Your children may qualify for free or reduced-price meals if your household income falls at or below the limits on this chart.

FEDE	RAL ELIGIBIL	ITY INCOME (CHART FOR S	CHOOL YEAR	R 2024
Household Size	Annual	Monthly	Twice Per Month	Every Two Weeks	Weekly
1	26,973	2,248	1,124	1,038	519
2	36,482	3,041	1,521	1,404	702
3	45,991	3,833	1,917	1,769	885
4	55,500	4,625	2,313	2,135	1,068
5	65,009	5,418	2,709	2,501	1,251
6	74,518	6,210	3,105	2,867	1,434
7	84,027	7,003	3,502	3,232	1,616
8	93,536	7,795	3,898	3,598	1,799
For each additional member, added:	9,509	793	397	366	183

- 2. HOW DO I KNOW IF MY CHILDREN QUALIFY AS HOMELESS, MIGRANT, OR RUNAWAY? Do the members of your household lack a permanent address? Are you staying together in a shelter, hotel, or other temporary housing arrangement? Does your family relocate on a seasonal basis? Are any children living with you who have chosen to leave their prior family or household? If you believe children in your household meet these descriptions and have not been told your children will get free meals, please call or e-mail (school, homeless liaison, or migrant coordinator).
- 3. DO I NEED TO FILL OUT AN APPLICATION FOR EACH CHILD? No. *Use one Free and Reduced-Price School Meals Application for all students in your household.* We cannot approve an application that is not complete, so be sure to fill out all required information. Return the completed application to: (Name, Address, Phone Number).
- 4. SHOULD I FILL OUT AN APPLICATION IF I RECEIVED A LETTER THIS SCHOOL YEAR SAYING MY CHILDREN ARE ALREADY APPROVED FOR FREE MEALS? No, but please read the letter you got carefully and follow the instructions. If any children in your household were missing from your eligibility notification, contact (Name, Address, Phone Number, E-Mail) immediately.
- 5. CAN I APPLY ONLINE? Yes! You are encouraged to complete an online application instead of a paper application if you are able. The online application has the same requirements and will ask you for the same information as the paper application. Visit (Web site) to begin or to learn more about the online application process. Contact (Name, Address, Phone Number, E-Mail) if you have any questions about the online application.

- 6. MY CHILD'S APPLICATION WAS APPROVED LAST YEAR. DO I NEED TO FILL OUT A NEW ONE? Yes. Your child's application is only good for that school year and for the first few days of this school year, through (*date*). You must send in a new application unless the school told you that your child is eligible for the new school year. If you do not send in a new application that is approved by the school or you have not been notified that your child is eligible for free meals, your child will be charged the full price for meals.
- 7. I GET WIC. CAN MY CHILDREN GET FREE MEALS? Children in households participating in WIC *MAY* be eligible for free or reduced-price meals. Please send in an application.
- 8. WILL THE INFORMATION I GIVE BE CHECKED? Yes. We may also ask you to send written proof of the household income you report.
- 9. IF I DO NOT QUALIFY NOW, MAY I APPLY LATER? Yes, you may apply at any time during the school year. For example, children with a parent or guardian who becomes unemployed may become eligible for free and reduced-price meals if the household income drops below the income limit.
- 10. WHAT IF I DISAGREE WITH THE SCHOOL'S DECISION ABOUT MY APPLICATION? You should talk to school officials. You also may ask for a hearing by calling or writing to: (Name, Address, Phone Number, E-Mail).
- 11. MAY I APPLY IF SOMEONE IN MY HOUSEHOLD IS NOT A UNITED STATES (U.S.) CITIZEN? Yes. You, your children, or other household members do not have to be U.S. citizens to apply for free or reduced-price meals.
- 12. WHAT IF MY INCOME IS NOT ALWAYS THE SAME? List the amount that you *NORMALLY* receive. For example, if you normally make \$1000 each month, but you missed some work last month and only made \$900, put down that you made \$1000 per month. If you normally get overtime, include it, but do not include it if you only work overtime sometimes. If you have lost a job or had your hours or wages reduced, use your current income.
- 13. WHAT IF SOME HOUSEHOLD MEMBERS HAVE NO INCOME TO REPORT? Household members may not receive some types of income we ask you to report on the application or may not receive income at all. Whenever this happens, please write a *0* in the field. However, if any income fields are left empty or blank, those will *ALSO* be counted as zeroes. Please be careful when leaving income fields blank, as we will assume you *MEANT* to do so.
- 14. WE ARE IN THE MILITARY. DO WE REPORT OUR INCOME DIFFERENTLY? Your basic pay and cash bonuses must be reported as income. If you get any cash value allowances for off-base housing, food, or clothing, it must also be included as income. However, if your housing is part of the Military Housing Privatization Initiative, do not include your housing allowance as income. Any additional combat pay resulting from deployment is also excluded from income.
- 15. WHAT IF THERE IS NOT ENOUGH SPACE ON THE APPLICATION FOR MY FAMILY? List any additional household members on a separate piece of paper, and attach it to your application. Contact (Name, Address, Phone Number, E-Mail) to receive a second application.
- 16. MY FAMILY NEEDS MORE HELP. ARE THERE OTHER PROGRAMS WE MIGHT APPLY FOR? To find out how to apply for (SNAP) or other assistance benefits, contact your local assistance office or call 1-877-760-0114 or scan the QR code:

If you have other questions or need help, call (Phone Number).

Sincerely,

(Signature)

bit.lv/Food4MyFamily

HOW TO APPLY FOR FREE AND REDUCED-PRICE SCHOOL MEALS

Please use these instructions to help you fill out the application for free or reduced-price school meals. You only need to submit *ONE* application per household, even if your children attend more than one school in (School District). The application must be filled out completely to certify your children for free or reduced-price school meals.

Please follow these instructions in order! Each step of the instructions is the same as the steps on your application. If at any time you are not sure what to do next, please contact (School/School District Contact Here—Phone and E-Mail Preferred).

PLEASE USE A PEN (NOT A PENCIL) WHEN FILLING OUT THE APPLICATION, AND DO YOUR BEST TO PRINT CLEARLY.

STEP 1: LIST ALL HOUSEHOLD MEMBERS WHO ARE INFANTS, CHILDREN, AND STUDENTS UP TO AND INCLUDING GRADE 12

Tell us how many infants, children, and school students live in your household. They do **NOT** have to be related to you to be a part of your household.

Who should I list here?

When filling out this section, please include ALL members in your household who are:

- Children aged 18 or under *AND* are supported with the household's income.
- In your care under a foster arrangement or qualify as homeless, migrant, or runaway youth.
- Students attending (School/School System Here), regardless of age.
- A. *List each child's name*. For each child, print his/her first name, middle initial, and last name. Use one line of the application for each child. If there are more children present than lines on the application, attach a second piece of paper with all required information for the additional children.
- B. Is the child a student at (Name of School/School System Here)? Mark Yes or No under the column titled Student to tell us which children attend (Name of School/School District Here).
- C. **Do you have any foster children?** If any children listed are foster children, mark the *Foster Child* box next to the child's name. If you are **ONLY** applying for foster children, after completing STEP 1, skip to STEP 4 of the application and these instructions. If you are applying for both foster and nonfoster children, go to STEP 3. **Foster children who live with you may count as members of your household and should be listed on your application.**
- D. Are any children homeless, migrant, or runaway? If you believe any child listed in this section may meet this description, please mark the *Homeless*, Migrant, Runaway box next to the child's name and complete all steps of the application.

STEP 2: DO ANY HOUSEHOLD MEMBERS (INCLUDING YOU) CURRENTLY PARTICIPATE IN ONE OR MORE OF THE FOLLOWING ASSISTANCE PROGRAMS: SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM (SNAP), TEMPORARY ASSISTANCE FOR NEEDY FAMILIES (TANF), OR FOOD DISTRIBUTION PROGRAM ON INDIAN RESERVATIONS (FDPIR)? If Yes, record the proper case number (only one per household) in the box. Skip to STEP 4.

If anyone in your household participates in the assistance programs, your children are *ELIGIBLE* for free school meals.

If <u>NO ONE</u> in your household participates in any of the above programs:

• Leave STEP 2 blank and go to STEP 3

If <u>ANYONE</u> in your household participates in any of the above programs:

- Write a case number for SNAP, TANF, OR FDPIR. You only need to provide one case number. If you participate in one of these
 - programs and do not know your case number, contact your caseworker..
 - Go to **STEP 4**.

STEP 3: REPORT INCOME FOR ALL HOUSEHOLD MEMBERS

How do I report my income?

- Use the charts titled *Sources of Income for Adults* and *Sources of Income for Children* printed on the back side of the application form to determine if your household has income to report.
- Report all amounts in GROSS INCOME ONLY. Report all income in whole dollars. Do not include cents.
 - Gross income is the total income received before taxes.
 - Many people think of income as the amount they *take home* and not the total **gross** amount. Make sure that the income you report on this application has **NOT** been reduced to pay for taxes, insurance premiums, or any other amounts taken from your pay.
- Write a θ in any fields where there is no income to report. Any income fields left empty or blank will also be counted as a zero. If you write θ or leave any fields blank, you are certifying (promising) that there is no income to report. If local officials suspect that your household income was reported incorrectly, your application will be investigated.
- Mark how often each type of income is received using the check boxes to the right of each field.
- A. *Report all income earned or received by children.* Report the combined gross income for ALL children listed in **STEP 1** in your household in the box marked "Child Income." Only count foster children's income if you are applying for them together with the rest of your household.

What is Child Income?

Child income is money received from outside your household that is paid *DIRECTLY* to your children. Many households do not have any child income.

Sources of	Income for Children
Sources of Child Income	Example(s)
Earnings from work	A child has a regular full- or part-time job where he/she earns a salary or wages
Social Security Disability payments Survivor's benefits	 A child is blind or disabled and receives social security benefits A parent is disabled, retired, or deceased, and his/her child receives social security benefits
Income from persons <i>OUTSIDE</i> the household	 A friend or extended family member REGULARLY gives a child spending money
Income from any other source	 A child receives income from a private pension fund, annuity, or trust

FOR EACH ADULT HOUSEHOLD MEMBER:

Who should I list here?

When filling out this section, please include *ALL ADULT* members in your household who are:

• Living with you and share income and expenses, even if not related and even if they do not receive income of their own.

Do *NOT* include people who:

- Live with you but are not supported by your household's income **AND** do not contribute income to your household.
- Infants and children and students already listed in STEP 1.

How do I fill in the income amount and source?

FOR EACH TYPE OF INCOME:

- Use the charts in this section to determine if your household has income to report.
- Report all amounts in **gross income ONLY**. Report all income in whole dollars. Do not include cents.
 - Gross income is the total income received before taxes or deductions.
 - Many people think of income as the amount they *take home* and not the total *gross* amount. Make sure that the income you report on this application has *NOT* been reduced to pay for taxes, insurance premiums, or any other amounts taken from your pay.

FOR EACH ADULT HOUSEHOLD MEMBER: continued

- Write a θ in any fields where there is no income to report. Any income fields left empty or blank will be counted as zeroes. If you write θ or leave any fields blank, you are certifying (promising) that there is no income to report. If local officials have known or available information that your household income was reported incorrectly, your application will be verified for cause.
- Mark how often each type of income is received using the check boxes to the right of each field.
- B. List adult household members' names. Print the name of each household member in the boxes marked Names of Adult Household Members (First and Last). Do not list any household members you listed in STEP 1. If a child listed in STEP 1 has income, follow the instructions in STEP 3, Part A.
- C. **Report earnings from work.** Refer to the chart titled *Sources of Income for Adults* in these instructions, and report all income from work in the *Earnings From Work* field on the application. This is usually the money received from working at jobs. If you are a self-employed business or farm owner, you will report your net income. This is calculated by subtracting the total operating expenses of your business from its gross receipts or revenues.
- D. Report income from public assistance/child support/alimony. Refer to the chart titled Sources of Income for Adults in these instructions, and report all income that applies in the Public Assistance/Child Support/Alimony field on the application. Do not report the value of any cash value public assistance benefits NOT listed on the chart. If income is received from child support or alimony, only court-ordered payments should be reported here. Informal regular payments should be reported as Other income in the next part.
- E. Report income from pensions/retirement/all other income. Refer to the chart titled Sources of Income for Adults in these instructions, and report all income that applies in the Pensions/Retirement/All Other Income field on the application.
- F. **Report total household size.** Enter the total number of household members in the field *Total Household Members* (*Children and Adults*). This number **MUST** be equal to the number of household members listed in STEP 1 and STEP 3. If there are any members of your household that you have not listed on the application, go back and add them. It is very important to list all household members, as the size of your household affects your eligibility for free or reduced-price meals.
- G. **Provide the last four digits of your social security number.** The household's primary wage earner or another adult household member must enter the last four digits of his/her social security number in the space provided. **You are eligible to apply for benefits even if you do not have a social security number.** If no adult household member has a social security number, leave this space blank and mark the box to the right labeled *Check if no SSN*.

Sources of Income for Adults

Earnings From Work	Public Assistance/Alimony/ Child Support	Pensions/Retirement/ All Other Income
 Salary, wages, cash bonuses NET income from self-employment (farm or business) If you are in the U.S. Military: Basic pay and cash bonuses (do NOT include combat pay, FSSA, or privatized housing allowances) Allowances for off-base housing, food, and clothing 	 Unemployment benefits Worker's compensation Supplemental Security Income (SSI) Cash assistance from state or local government Alimony payments Child support payments Veteran's benefits Strike benefits 	 Social Security (including railroad retirement and black lung benefits) Private pensions or disability benefits Regular income from trusts or estates Annuities Investment income Earned interest Rental income REGULAR cash payments from outside household

STEP 4: CONTACT INFORMATION AND ADULT SIGNATURE

All applications must be signed by an adult member of the household. By signing the application, that household member is promising that all information has been truthfully and completely reported. Before completing this section, please also make sure you have read the privacy and civil rights statements on the application.

- A. *Provide your contact information.* Write your current address in the fields provided if this information is available. If you have no permanent address, this does not make your children ineligible for free or reduced-price school meals. Sharing a phone number, e-mail address, or both is optional, but helps us reach you quickly if we need to contact you.
- B. *Print and sign your name*. Print your name in the box *Printed Name of Adult Completing the Form*. Sign your name in the box *Signature of Adult Completing the Form*.
- C. *Today's date*. In the space provided, write today's date.
- D. Share children's racial and ethnic identities (optional). On the back of the application, we ask you to share information about your children's race and ethnicity. This field is optional and does not affect your children's eligibility for free or reduced-price school meals.

2023-2024 Application for Free and Reduced-Price School Meals Complete one application per household. Please use a pen (not a pencil). Apply online at

STEP1 ListALL househ	STEP1 ListALL household members who are infants, children, and	ts, childr		students	, up to an	d inch	students, up to and including Grade 12 (if more spaces are required for additional names, attach another sheet of paper	e 12 (if mo	ore space	s are re	quired	for add	itional	names,	, attach	anoth	er sheet	ofpaper
Definition of Household Member—Anyone who	Child's First Name	W		hild's	Child's Last Name	me		School Name	ame	9	Grade	Birth Date		Student?	nt?	F.	Foster F	Homeless, Migrant,
is living with you and shares income and expenses, even if not related.														Yes	S Ylac			Runaway
Children in foster care															 	dn 191		
and children who meet the definition of home-															TT IIR		П	
are eligible for free meals.															дреск П			
Read How to Apply for Free and Reduced-Price															, 			
School Meals for more information.																		
STEP 2 Do any househo	STEP 2 Do any household members (including you) currently parti) current		ipate in	one or m	ore of	cipate in one or more of the following assistance programs: SNAP, TANF, or FDPIR?	ng assista	nce prog	grams:	SNAP, 1	IANE,	or FDP	IR?				
II No, go to SIEP 3. II	If No , go to $SIEP$ 3. If Res , write a case number here, then go to	here, the		SIEP 4	. (<i>Do n</i> c	ot com	SIEP 4. (Do not complete SIEP 5.)	٣٤.)			0	ase Ni	Case Number:	Write on	ly one cas	se numbe	Vrite only one case number in this space	ace.
STEP3 Report income f	STEP 3 Report income for ALL household members (Skip this step	s (Skip t		f you ar	if you answered YES to STEP 2)	VES to	STEP 2)											
Are you unsure what income to include here?	ctude A. Child Income Sometimes children in the household	n in the ho		arn or rec	zeive incom	ne. Pleg	earn or receive income. Please include the TOTAL income received	e TOTAL.	ncome rec	seived		<u>Child Income</u>	some		How Often	Offen	lг	
Flip the page, and review the charts titled Sources of Income for more information.		he househo	ıld listed ii	in STEP 1 here	here.						S			Weekly	kty Bi- weekty		Monthly	
The Sources of Income for Children chart will help you with the Child Income section.	chart B. All Adult Household Members (Including Yourself) List all household members not listed in STEP 1 (inclu	old Memb	ers (Inclu ot listed in	iding You 1 STEP 1	ırself) (including	yourse	uding Yourself) in STEP 1 (including yourself), even if they do not receive income. For each household member listed, if he/she does receive income, report	ey do not r	sceive inco	ome. For	each ho	nsehold	member	listed, i	☐☐☐ if he/she	does re	Eeive ince	ome, repo
The Sources of Income for Adults chart will help you with the All Adult House Members section.		ore taxes) fi ng) that the	or each sor ere is no ir	urce in war	hole dollar report.	s (no ce	ents) only. If t	hey do not	receive in	come froi	n any so	urce, wr	ite 0. If	you ente	er 0 or lea	ave any	fields bla	nk, you a
	Earnings From		How	Often		Pu	Public Assistance/		How Often)ften			Pensions/Retire-	Retire-		l	How Often	
Names of Adult Household Members (First and Last)	old Work st)	Weekly	Bi- weekly	2x I	Monthly		Child Support/ Alimony	Weekly	Bi- weekly	2x Month	Monthly		ment/All Other Income	Other ne	Weekly	y Bi- weekly	cly Month	Monthly th
	8					se .						se.						
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Total Household Members (Children and Adults)	hildren and Adults)	Last of Pr	Four Digi	its of Soc	Last Four Digits of Social Security Number (SSN) of Primary Wage Earner or Other Adult Household	y Numb Adult H	Last Four Digits of Social Security Number (SSN) of Primary Wage Earner or Other Adult Household Member	mber X	XXXX	X				Check	Check if No SSN	NS.		
STEP 4: Contact information and adult signature	tion and adult signature	Wail	Mail Complet	ed Forn	n to: Ins	ert You	ted Form to: Insert Your School District Mailing Address Here	strict Ma	Ting Add	ress He	re .							
I certify (promise) that all information or mation, my children may lose meal ben	Lestify (promise) that all information on this application is true and that all income is reported. I understand that this information is given in connection with the receipt of federal funds and that school officials may verify (check) the information. I am aware that if I purposely give false information, my children may lose meal benefits and I may be prosecuted under applicable state and federal laws.	ne is reported.	I understand federal laws.	that this inf	ormation is gr	ven in con	nnection with the r	eceipt of feder	ıl funds and t	hat school o	fficials may	r verify (ch	eck) the inf	ormation.	I am aware	that if I p	urposely giv	e false infor-
Straat Addrace (if available)		Ant #	<u></u>		\$	tate	7:s Code		Dortino Bhono and E Mail (Ontional)	Moil (Optio	Close							
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Printed Name of Adult Signing the Form	n			Signature of Adult	ult						- 1€	Foday's Date	e					

NSTRUCTIONS Sources of Income

	Sources of Child Income	hild Income		Sources of Income for Adults	
20	Sources of Child Income	Example(s)	Earnings From Work	Public Assistance/Alimony/Child Support Pensions/Retirement/All Other Inco	Pensions/Retirement/All Other Inc
	 Earnings from work 	 A child has a regular full- or 	• Salary, wages, cash bonuses	 Unemployment benefits 	Social Security (including
		part-time job where he/she earns a	• NET income from self-	 Worker's compensation 	railroad retirement and black
		salary or wages	employment (farm or business)	 Supplemental Security Income (SSI) 	lung benefits)
	Social Security	 A child is blind or disabled and 	If you are in the U.S. Military:	 Cash assistance from state or local 	Private pensions or disability
_	—Disability payments	receives social security benefits	Basic pay and cash bonuses	government	benefits
ייור	—Survivor's benefits	 A parent is disabled, retired, 	(do NOT include combat pay,	 Alimony payments 	Regular income from trusts or
د ا		or deceased, and his/her child	FSSA, or privatized housing	 Child support payments 	estates
<u> </u>		receives social security benefits	allowances)	 Veteran's benefits 	Annuities
<u> </u>	 Income from persons OUTSIDE 	A friend or extended family	Allowances for off-base housing,	 Strike benefits 	Investment income
در	the household	member REGULARLY gives a	food, and clothing		Earned interest
C+		child spending money			Rental income
<u>-</u>	Income from any other source	 A child receives income from a 			REGULAR cash payments
۱۵.		private pension fund, annuity, or			from outside household
		trust			

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OPTIONAL Children's Racial and Ethnic Identities

We are required to ask for information about your children's race and ethnicity. This information is important and helps to make sure we are fully serving our community. Responding to this section is optional and does not affect your children's eligibility for free or reduced-price meals.

☐ White

☐ Native Hawaiian or Other Pacific Islander

☐ Black or African American

lispanic or Latino

	Ethnicity (Check One):	☐ Hispanic or Latino ☐ ☐ N	□ Not F
	Race (Check One or More):	American Indian or Alaskan Native	Asi
	The Richard B. Russell National Sch	The Richard B. Russell National School Lunch Act requires the information on this	
	application. You do not have to give th	application. You do not have to give the information, but if you do not, we cannot approve	_
	your child for free or reduced price me	your child for free or reduced price meals. You must include the last four digits of the social	
_	security number of the adult household n	security number of the adult household member who signs the application. The last four digits	_
	of the social security number is not req	of the social security number is not required when you apply on behalf of a foster child or	_
	you list a Supplemental Nutrition Assig	you list a Supplemental Nutrition Assistance Program (SNAP), Temporary Assistance for	J
	Needy Families (TANF) Program or Fo	Needy Families (TANF) Program or Food Distribution Program on Indian Reservations	
	(FDPIR) case number or other FDPIR	(FDPIR) case number or other FDPIR identifier for your child or when you indicate that	• • • • • • • • • • • • • • • • • • • •
	the adult household member signing th	the adult household member signing the application does not have a social security number.	
_	We will use your information to detern	We will use your information to determine if your child is eligible for free or reduced price	
	meals, and for administration and enfo	meals, and for administration and enforcement of the lunch and breakfast programs. We	
_	MAY share your eligibility information	MAY share your eligibility information with education, health, and nutrition programs to	
	help them evaluate, fund, or determine	help them evaluate, fund, or determine benefits for their programs, auditors for program	
	reviews, and law enforcement officials	reviews, and law enforcement officials to help them look into violations of program rules.	, ,

ssistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; or fax: (833) 256-1665 o obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible tate or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact 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. odf, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the letail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. n accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, The completed AD-3027 form or letter must be submitted to USDA by: mail: U.S. Department of Agriculture, Office of the nade available in languages other than English. Persons with disabilities who require alternative means of communication complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity. Program information may be his institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity JSDA through the Federal Relay Service at (800) 877-8339. To file a program discrimination complaint, a Complainant or (202) 690-7442; or email: program.intake@usda.gov This institution is an equal opportunity provider.

Do not fill out For School Use Only

Annual Income Conversion: Weekly x 52, Every 2 Weeks x 26, Twice a Month x 24, Monthly x 12

				Date	
Eligibility:	Free Reduced Denied	naannaa	_	Verifying Official's Signature	
			Categorical Eligibility	nature Date	
		Household Size		Confirming Official's Signatur	
060	How Ottell?	Annually Bi-Weekly 2 x Month Monthly		Date	
		Total Income Annu		Determining Official's Signature	

SHARING INFORMATION WITH MEDICAID/SOONERCARE

Dear Parent/Guardian:

If your children get free or reduced-price school meals, they *MAY* also be able to get free or low-cost health insurance through Medicaid or Sooner Care. Children with health insurance are more likely to get regular health care and are less likely to miss school because of sickness.

Because health insurance is so important to children's well-being, the law allows us to tell Medicaid and Sooner Care that your children are eligible for free or reduced-price school meals unless you tell us not to. Medicaid and Sooner Care only use the information to identify children who may be eligible for their programs. Program officials may contact you to offer to enroll your children. Filling out the Application for Free and Reduced-Price School Meals does not automatically enroll your children in health insurance.

If you do not want us to share your information with Medicaid or Sooner Care, fill out the form below and send in. (Sending in this form will not change whether your children get free or reduced-price school meals.)

| No! I DO NOT want information from my Application for Free and Reduced-Price School Meals shared with Medicaid or Sooner Care.

If you checked No, fill out the form below to ensure that your information is NOT shared for the child(ren) listed below:

Child's Name: ______ School: ______

Child's Name: _____ School: ______

Child's Name: _____ School: ______

Signature of Parent/Guardian: _____ Date: ______

Printed Name: ______ Date: ______

Address: ______