

National School Lunch Program/School Breakfast Program SAMPLE PUBLIC RELEASE FOR FREE AND REDUCED-PRICE MEALS 2007-08

School District/Private School today announced its policy for free and reduced-price lunches/snacks and/or free or reduced-price breakfasts for children who qualify according to the eligibility standards below, for meals served under the National School Lunch and/or School Breakfast Programs. Each school and the school district's central office have a copy of the policy, which may be reviewed by any interested party.

Local school officials have adopted the following family size income criteria for determining eligibility:

Eligibility Scale for Free and Reduced-Price Meals July 1, 2007 to June 30, 2008						
Household Size	Year	FREE		REDUCED-PRICE		
		Month	Week	Year	Month	Week
1	\$13,273	\$1,107	\$256	\$18,889	\$1,575	\$364
2	17,797	1,484	343	25,327	2,111	488
3	22,321	1,861	430	31,765	2,648	611
4	26,845	2,238	517	38,203	3,184	735
5	31,369	2,615	604	44,641	3,721	859
6	35,893	2,992	691	51,079	4,257	983
7	40,417	3,369	778	57,517	4,794	1,107
8	44,941	3,746	865	63,955	5,330	1,230
Each Additional Household Member Add	+4,524	+377	+87	+6,438	+537	+124

Children from families whose income is at or below the levels shown are eligible for free or reduced-price meals.

Application forms, with a letter to parents or guardians, are being sent to all homes. To apply for free or reduced-price meals, households must fill out the application and return it to the school. Additional copies are available at the principal's office in each school. The information provided on the application will be used to determine eligibility and may be verified at any time during the school year by school or other program officials.

For school officials to determine eligibility, households must provide the following information listed on the application: the names of everyone in the household, the amount of income each household member received last month and where it came from, the signature of an adult household member and that adult's social security number. If the adult signing the application does not have a social security number, check the "I do not have a social security number box." For a child who is a member of a Basic Food household or Temporary Assistance for Needy Families (TANF) assistance unit, the household need provide only the child's name, the Basic Food or TANF, or FDPIR case number, and printed name and signature of an adult member on the application.

NOTE: At this time, the following paragraph applies only to public school districts. The Department of Social and Health Services (DSHS) will download the names of all children age birth to 20 into the Office of Superintendent of Public Instruction (OSPI) Core Student Record Database. Information will include the child's first name, last name, middle initial, and date of birth. Upon receipt of this information, OSPI will match student names against the DSHS file and then make the "match" data available to each district via the Internet. Students will automatically qualify for free meals if their schools participate in the United States Department of Agriculture (USDA) Child Nutrition Programs. Households that do not want their child(ren) to participate in the free meal program should notify the child(ren)'s school.

Applications may be submitted at any time during the school year.

Under the provisions of the free and reduced-price policy, the designated approving official(s) will review applications and determine eligibility. Parents or guardians dissatisfied with the ruling of the official may wish to discuss the decision with the approving official on an informal basis. Parents wishing to make a formal appeal may make a request either orally or in writing to the fair hearing official _____ for a hearing on the decision.

In certain cases, foster children are also eligible for school meal benefits. If a household has foster children living with them and wishes to apply for them, complete and submit an application.

The information provided by the household is confidential and will be used only for the purposes of determining eligibility and verifying data.

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To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue SW, Washington, DC 20250-9410 or call (800) 795-3272 or (202) 720-6382 (TDD). USDA is an equal opportunity provider and employer.