



OFFICE OF SUPERINTENDENT OF PUBLIC INSTRUCTION
Child Nutrition Services
Old Capitol Building, PO BOX 47200
OLYMPIA, WA 98504-7200

AGREEMENT NUMBER		

**Child and Adult Care Food Program
NONDISCRIMINATION AND MEDIA POLICY STATEMENT**

_____ assures the Office of Superintendent of Public Instruction (OSPI) that:
Name of Institution

1. We will submit a public release to the information media serving the area from which the child care institution draws attendance announcing the availability of meals at no separate charge to children in attendance. The release will contain either or all weekly, monthly, or yearly income guidelines for both free and reduced-price meals.
2. We will include a statement that the program is available to eligible children without regard to race, color, national origin, gender, age, or disability on all publications, posters, and informational materials provided to the public. The statement will also include the information that any person who believes that he or she has been discriminated against in any U.S. Department of Agriculture (USDA)-related activity should write immediately to the Secretary of Agriculture, Washington, DC 20250.
3. We will retain a copy of the public release sent to the information media in our permanent files, indicating names, addresses, and dates releases were mailed and send a copy to OSPI along with a copy of the cover letter sent to the media.

Signature of Designated Official

Date

Title