

NATIONAL SCHOOL LUNCH PROGRAM

Free and Reduced Price Application

Dear Parent/Guardian:

Children need healthy meals to learn. New Lebanon Central School District offers healthy meals every school day. Breakfast costs \$1.10, lunch \$1.85. Children from households that meet Federal Income Guidelines (outlined below) are eligible for free meals or reduced price meals. Reduced price meals cost each student \$.25 for lunch and \$.25 for breakfast. To apply for free or reduced price meals, submit a Direct Certification letter from the NYS Office of Temporary and Disability Assistance **OR** complete the enclosed application, sign it, and return it to Cheryle Rice, Jr./Sr. HS Nurse, as soon as possible. Please refer to the guidelines contained in this letter when completing the application. We cannot approve an application that is not complete, so be sure to fill out all required information.

1. **Do I need to fill out an application for each child?** No. Complete the application to apply for free or reduced price meals. Do not fill out more than one application in your household.
2. **Who can get free meals?** Children in households getting Food Stamps or TANF and most foster children can get free meals regardless of your income. Also, your children can get free price meals if your household income is within the free limits on the Federal Income Guidelines. Each foster child must be listed on a separate application, with Part 2 completed and include an adult signature.
3. **Who can get reduced price meals?** Your children can get low cost meals if your household income is within the reduced price limits on the Federal Income Chart, shown on this page.
4. **I get WIC, can my child(ren) get free meals?** Children in households participating in WIC may be eligible for free or reduced price meals. Please fill out the application and submit.
5. **Will the information I give be checked?** The school may ask you at any time during the school year to verify your eligibility. You will be notified, in writing if you have been selected for Verification. School officials may ask you to send papers showing that your child should receive free or reduced price meals at the time you applied.
6. **If I don't qualify now, may I apply later?** Yes. You may apply at any time during the school year if your household size goes up, income goes down, or if you start getting Food Stamps, TANF or other benefits. If you lose your job, your children may be able to get free or reduced price meals.
7. **What if I disagree with school's decision about my application?** You should talk to school officials. You also may ask for a hearing by calling or writing to Karen McGraw, Superintendent New Lebanon Central School District, 14665 Rt. 22, New Lebanon, New York 12125 or call 518-794-9016 ext. 2001
8. **May I apply if someone in my household is not a U.S. citizen?** Yes. You or your child(ren) do not have to be a U.S. citizen to qualify for free or reduced price meals.
9. **Who should I include as members of my household?** You must include all people living in your household, related or not (such as grandparent, other relatives, or friends). You must include yourself and all children who live with you.
10. **What if my income is not always the same?** List the amount that you normally get. For example, if you normally get \$1000 each month, but you missed some work last month and only got \$900, put down that you get \$1000 per month. If you normally get overtime, include it, but not if you get it only sometimes.
11. **REPORTING CHANGES:** The benefits that you are approved for at the time of the application are effective for the entire school year. **You no longer need to report changes for an increase in income or decrease in household size, or if you no longer receive food stamps.**
12. **CONFIDENTIALITY:** The United States Department of Agriculture has approved the release of students names and eligibility status, without parent/guardian consent, to persons directly connected with the administration or enforcement of federal education programs such as Title I and the National Assessment of Educational Progress (NAEP), which are United States Department of Education programs used to determine areas such as the allocation of funds to schools, to evaluate socioeconomic status of the school's attendance area, and to assess educational progress. Information may also be released to State Health or State Education programs administered by the State agency or local education agency, provided the State or local education agency administers the program, and the Federal state or local nutrition programs similar to the National Lunch Program. Additionally, all information contained in the free and reduced price application may be released to persons directly connected with the administration or enforcement of programs authorized under the National School Lunch Act (NSLA) or Child Nutrition Act (CNA) : including the National School Lunch and School Breakfast Programs, the Special Milk Program, the Child and Adult Care Food Program, Summer Food Service Program and the Special Supplemental Nutrition Program for Women, Infants and Children (WIC); the Comptroller General of the United States for audit purposes, and Federal, State or local law enforcement officials investigating alleged violation of the programs under the NSLA or CNA. The disclosure of eligibility information not specifically authorized by the NSLA requires a written consent statement from the parent/guardian.
13. **Income Charts:** The following chart lists income levels according to household size and income levels received either yearly, monthly, or weekly. If your total household income is the same or less the amounts on the Income Chart, your children may be eligible to receive free or reduced price meals.