

Dear Parent/Guardian:

_____ [Name of School] offers healthy meals every school day. Children need healthy meals to learn. Your children may qualify for free or for reduced price meals if your household income falls within the limits on the chart below

Regular Price for: Breakfast \$ _____
Lunch \$ _____
After School Snack \$ _____
Milk \$ _____

Reduced Price for: Breakfast \$ _____
Lunch \$ _____
After school Snack \$ _____

FEDERAL INCOME CHART For School Year 2008 - 2009			
Household size	Yearly	Monthly	Weekly
1	\$19,240	\$1,604	\$370
2	\$25,900	\$2,159	\$499
3	\$32,560	\$2,714	\$627
4	\$39,220	\$3,269	\$755
5	\$45,880	\$3,824	\$883
6	\$52,540	\$4,379	\$1,011
7	\$59,200	\$4,934	\$1,139
8	\$65,860	\$5,489	\$1,267
Each additional person Add:	\$6,660	\$555	\$129

- Do I need to fill out an application for each child?** No. Use one (1) 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].
- Who can get free meals?** Children in households getting Food Stamps or FDPIR 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.
- Can homeless, runaway and migrant children get free meals?** Please call _____ [school, homeless liaison or migrant coordinator] to see if your child(ren) qualify, if you have not been informed that they will get free meals.
- Who can get reduced price meals?** Your children can get low cost meals if your household income is within the reduced price limits of the federal income chart shown above.
- Should I fill out an application if I got a letter this school year saying my children are approved for free or reduced price meals?** Please read the letter you got carefully and follow the instructions. Call the school at _____ [phone number] if you have questions.
- 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 an application.
- Will the information I give be checked?** Yes, we may ask you to send written proof.
- 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, FDPIR or other benefits. If you lose your job, your children may be able to get free or reduced price meals.
- 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].
- 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.
- Who should I include as members of my household?** You must include all people living in your household, related or not (such as grandparents, other relatives, or friends). You must include yourself and all children who live with you.
- 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.
- We are in the military, do we include our housing allowance as income?** If your housing is part of the Military Housing Privatization Initiative, do not include your housing allowance as income. All other allowances must be included in your gross income.

If you have other questions or need help, call: _____ [telephone number].

Sincerely, [signature]