

Important information



AVON COMMUNITY SCHOOL CORPORATION FAMILY APPLICATION FOR FREE AND REDUCED PRICE MEALS - 2016/2017 SCHOOL YEAR

Dear Parent/Guardian:

Children need healthy meals to learn. Avon Community School Corporation offers healthy meals every school day. The breakfast regular prices are \$1.15 for Elementary and \$1.25 Secondary schools; lunch is \$2.15 for Elementary and \$2.25 Secondary schools. Your children may qualify for free meals or for reduced price meals. Reduced price is 30 cents for breakfast and 40 cents for lunch for all grade levels.

HOW TO FILL OUT THIS APPLICATION COMPLETE ONE APPLICATION PER HOUSEHOLD.

Households getting TANF or Food Stamps:

1. In Part 1, list each enrolled child and include the TANF or Food Stamp Case Number for any child in Part 6. **EBT and Hoosier Healthwise numbers DO NOT qualify you for benefits.**
2. Part 2 is optional for meals benefits.
3. In Part 3, check the appropriate box, if any.
4. In Part 6, enter the name of any valid TANF or Food Stamp Case Number.
5. Part 8. An adult must sign the application. A Social Security number is not required.

Migrant, Homeless, or Runaway: Check the appropriate box in Part 3 and contact the school's homeless liaison or migrant coordinator.

Foster Child: Use these instructions if ALL children on application are Foster Children.

1. Complete Part 1, And Part 8
2. INCOME: Write only the child's personal use income or '0' if the child has no income.
3. Part 2 is optional for meals benefits.
4. Part 8. An adult must sign the application. A Social Security number is not required.

All Other Household Types: Including WIC households

1. In Part 1, list each enrolled child.
2. Part 2 is optional for meals benefits.
3. In Part 3, check the appropriate box, if any.
4. In Part 4, list everyone related or not living in your household. Include yourself, spouse, all children, grandparents, other relatives, and unrelated people not listed in Part 3. Use another sheet of paper if you need to.
5. Write the amount of gross income each person received before taxes or anything else is taken out for this month or last month, how often, and where it came from, such as earnings, welfare, pensions, and other income. See list. Report net income for self-owned business, farm, or rental income. If you are in the Military Housing Privatization Initiative, do not

include this housing allowance. If you have no income, put a checkmark (✓) in the box.
 6. Part 8. An adult must sign the application and list his/her Social Security number, or put a checkmark (✓) in the box if you have no social security number.

If your child is a U.S. citizen and currently in grades 6-8, ask your school for information on how to apply for Indiana's Twenty-first Century Scholars program - an early promise program to help prepare and pay for college.

INCOME TO REPORT

<p><u>Earnings from Work</u></p> <ul style="list-style-type: none"> • Wages/salaries/tips • Strike benefits • Unemployment compensation • Workman's compensation • Net income from self-owned business or farm 	<p><u>Pensions/Retirement/Social Security</u></p> <ul style="list-style-type: none"> • Pensions • Retirement income • Social Security • Veteran payments • Supplemental Social Security Income
<p><u>Welfare/Child Support/Alimony</u></p> <ul style="list-style-type: none"> • Public assistance payments • Welfare payments • Alimony payments • Child support payments 	<p><u>Other Income</u></p> <ul style="list-style-type: none"> • Earnings from second job • Disability benefits • Interest/Dividends • Cash withdrawn from savings • Income from Estates/Trusts/Investments • Regular contributions from persons not living in the household • Royalties/Annuities/Rental Income • Any other monies that may be available to pay for the child's meals

INCOME ELIGIBILITY GUIDELINES

Use the income chart below to see if you qualify for the free or reduced price meal program.

Effective July 1, 2016 - June 30, 2017

Household Members	Annual	Monthly	Twice Per Month	Every Two Weeks	Weekly
1	\$21,978	\$1,832	\$916	\$846	\$423
2	\$29,637	\$2,470	\$1,235	\$1,140	\$570
3	\$37,296	\$3,108	\$1,554	\$1,435	\$718

4	\$44,955	\$3,747	\$1,874	\$1,730	\$865
5	\$52,614	\$4,385	\$2,193	\$2,024	\$1,012
6	\$60,273	\$5,023	\$2,512	\$2,319	\$1,160
7	\$67,951	\$5,663	\$2,832	\$2,614	\$1,307
8	\$75,647	\$6,304	\$3,152	\$2,910	\$1,455

For each additional family member, add:

\$7,696	\$642	\$321	\$296	\$148
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INCOMPLETE OR INCORRECT APPLICATIONS WILL DELAY MEAL BENEFITS.

Privacy Act Statement: This explains how we will use the information you give us.

The Richard B. Russell National School Lunch Act requires the information on this application. You do not have to give the information, but if you do not, we cannot approve your child for free or reduced price meals. You must include the last four digits of the social security number of the adult household member who signs the application. The last four digits of the social security number is not required when you apply on behalf of a foster child or you list a Food Stamp or Temporary Assistance for Needy Families (TANF) Program for your child or when you indicate that the adult household member signing the application does not have a social security number. We will use your information to determine if your child is eligible for free or reduced price meals, and for administration and enforcement of the lunch and breakfast programs. We MAY share your eligibility information with education, health, and nutrition programs to help them evaluate, fund, or determine benefits for their programs, auditors for program reviews, and law enforcement officials to help them look into violations of program rules.

Non-discrimination Statement: In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the [USDA Program Discrimination Complaint Form](#), (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form.

To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

(1) mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;

(2) fax: (202) 690-7442; or

(3) email: program.intake@usda.gov.

This institution is an equal opportunity provider.

1. Who can get free or reduced price meals? Children in households receiving Food Stamps or TANF and most foster children can get free meals regardless of your income. Also, if your household income is within the limits on the Federal Income Chart, your children can get free or reduced price meals.

2. Do I need to fill out an application for each child? No. Complete the application to apply for free or reduced price meals. Use one 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 your child's school or the Administration Bldg.

3. My child's application was approved last year. Do I need to fill out another one? Yes. Your child's application is only good for that school year and for the first few days of this school year. You must send in a new application unless the school told you that your child is eligible for the new school year.

4. Should I fill out an application if I received a letter this school year saying my children are approved for free meals? Please read the letter you got carefully and follow the instructions. Call the Food Service Office at 317-544-6000 Ext. 6062 if you have questions.

5. 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 fill out an application.

6. Can migrant, homeless, or runaway children get free meals? Please call 317-544-6000 to see if your children qualify, if you have not been informed that they will get free meals.

7. May I apply if someone in my household is not a U. S. citizen? Yes. You or your children do not have to be a U.S. citizen to qualify for free or reduced price meals.

8. 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.

9. Will the information I give be checked? Yes, we may ask you to provide written proof.

10. What if my income is not always the same? List the amount that you normally receive. 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 do not include it if you only work overtime sometimes.

11. We are in the military; do we include our housing allowance as income? If you get an off-base housing allowance, it must be included as income. However, if your housing is part of the Military Housing Privatization Initiative, do not include your housing allowance as income.

12. My spouse is deployed to a combat zone. Is her/his combat pay counted as income? No, if the combat pay is received in addition to her basic pay because of her deployment and it wasn't received before she was deployed, combat pay is not counted as income. Contact your school for more information.

13. If I don't qualify now, may I apply again later? Yes. You may apply at any time during the school year.

14. My family needs more help. Are there other programs available? To find out how to apply for food stamps or other assistance benefits, contact your local assistance office.

15. What if I disagree with the school's decision about my application? You should talk to the school officials. You also may ask for a hearing by calling or writing to Director of Finance, 7203 East U.S. Highway 36, Avon, IN 46123, 317-544-6000.

We cannot approve an application that is not complete, so be sure to fill out all required information. Return the completed application to: The school where your youngest child attends.

If you have other questions or need help, call 317-544-6000.

Si necesita ayuda, por favor llame al teléfono: 317-544-6000.

Si vous voudriez d'aide, contactez nous au numéro: 317-544-6000.

Sincerely,
Emily Cates
Food Service Administrator