

## FAYETTE COUNTY SCHOOL NUTRITION PROGRAM FREE/REDUCED MEAL APPLICATION FOR 2020 - 2021

Dear Parent/Guardian:

Children need healthy meals to learn. Fayette County Public Schools offers healthy meals every school day. Breakfast costs for Elementary, Middle and High is \$1.60. Lunch costs for Elementary is \$2.75 and Middle and High is \$2.90. Your children may qualify for free meals or for reduced price meals. Reduced price is \$.30 for breakfast and \$.40 for lunch. Students who charge meals before their application has been processed MUST pay for those charges. Students are allowed three (3) lunch charges at the Elementary level. Zero (0) charges are allowed at Middle and High Schools. No (0) breakfast or a la carte charges are allowed. Alternate Meals will be provided for Elementary students after the third charge; students at the Middle and High will receive the Alternate Meal each time they have no funds to pay for the meal service. This packet includes an application for free or reduced price meal benefits and a set of detailed instructions. Below are some common questions and answers to help you with the application process.

**1. WHO CAN GET FREE OR REDUCED PRICE MEALS?**

- All children in households receiving benefits from SNAP or TANF are eligible for free meals.
- Foster children that are under the legal responsibility of a foster care agency or court are eligible for free meals.
- Children participating in their school's Head Start program are eligible for free meals.
- Children who meet the definition of homeless, runaway, or migrant are eligible for free meals.
- Children may receive free or reduced price meals if your household's income is within the limits on the Federal Income Eligibility Guidelines. Your children may qualify for free or reduced price meals if your household income falls at or below the limits on this chart.

FEDERAL ELIGIBILITY INCOME CHART FOR School Year 2021			
Household size	Annual	Monthly	Weekly
1	23,606	1,968	454
2	31,894	2,658	614
3	40,182	3,349	773
4	48,470	4,040	933
5	56,758	4,730	1,092
6	65,046	5,421	1,251
7	73,334	6,112	1,411
8	81,622	6,802	1,570
Each Additional Person	+8,288	+691	+160

- 2. HOW DO I KNOW IF MY CHILDREN QUALIFY AS HOMELESS, MIGRANT, OR RUNAWAY?** Do the members of your household lack a permanent address? Are you staying together in a shelter, hotel, or other temporary housing arrangement? Does your family relocate on a seasonal basis? Are any children living with you who have chosen to leave their prior family or household? If you believe children in your household meet these descriptions and haven't been told your children will get free meals, please call or e-mail **Audrey Toney, Pupil Services Director at (770) 460-3535/Ext. 1111** or email [toney.audrey@mail.fcboe.org](mailto:toney.audrey@mail.fcboe.org).
- 3. DO I NEED TO FILL OUT AN APPLICATION FOR EACH CHILD?** No. *Use one 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: **School Nutrition Manager at your child's school or the School Nutrition Office - 205 LaFayette Avenue, Fayetteville, GA, 30214** or call **(770) 460-3535/Ext. 1061**.
- 4. SHOULD I FILL OUT AN APPLICATION IF I RECEIVED A LETTER THIS SCHOOL YEAR SAYING MY CHILDREN ARE ALREADY APPROVED FOR FREE MEALS?** No, but please read the letter you got carefully and follow the instructions. If any children in your household were missing from your eligibility notification, contact **School Nutrition Office at (770) 460-3535/Ext. 1061** immediately.

2020-2021

5. **CAN I APPLY ONLINE?** Yes! You are encouraged to complete an online application instead of a paper application if you are able. The online application has the same requirements and will ask you for the same information as the paper application. Visit [www.myschoolapps.com](http://www.myschoolapps.com) to begin or to learn more about the online application process. Contact **School Nutrition Office - 205 LaFayette Avenue, Fayetteville, GA, 30214** or call **(770) 460-3535/Ext. 1061** or email [schoolmeals@mail.fcboe.org](mailto:schoolmeals@mail.fcboe.org) if you have any questions about the online application.
6. **MY CHILD'S APPLICATION WAS APPROVED LAST YEAR. DO I NEED TO FILL OUT A NEW ONE?** Yes. Your child's application is only good for that school year and for the first few days of this school year, through **9/21/2020**. You must send in a new application unless the school told you that your child is eligible for the new school year. If you do not send in a new application that is approved by the school or you have not been notified that your child is eligible for free meals, your child will be charged the full price for meals starting **9/22/2020**.
7. **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 send in an application.
8. **WILL THE INFORMATION I GIVE BE CHECKED?** Yes. We may also ask you to send written proof of the household income you report.
9. **IF I DON'T QUALIFY NOW, MAY I APPLY LATER?** Yes, you may apply at any time during the school year. For example, children with a parent or guardian who becomes unemployed may become eligible for free and reduced price meals if the household income drops below the income limit.
10. **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: **Kokeeta Wilder, School Nutrition Director at (770) 460-3535/Ext. 1061 or email [wilder.kokeeta@mail.fcboe.org](mailto:wilder.kokeeta@mail.fcboe.org).**
11. **MAY I APPLY IF SOMEONE IN MY HOUSEHOLD IS NOT A U.S. CITIZEN?** Yes. You, your children, or other household members do not have to be U.S. citizens to apply for free or reduced price meals.
12. **WHAT IF MY INCOME IS NOT ALWAYS THE SAME?** List the amount that you normally receive. For example, if you normally make \$1,000 each month, but you missed some work last month and only made \$900, put down that you made \$1,000 per month. If you normally get overtime, include it, but do not include it if you only work overtime sometimes. If you have lost a job or had your hours or wages reduced, use your current income.
13. **WHAT IF SOME HOUSEHOLD MEMBERS HAVE NO INCOME TO REPORT?** Household members may not receive some types of income we ask you to report on the application or may not receive income at all. Whenever this happens, please write a 0 in the field. However, if any income fields are left empty or blank, those will also be counted as zeroes. Please be careful when leaving income fields blank as we will assume you meant to do so.
14. **WE ARE IN THE MILITARY. DO WE REPORT OUR INCOME DIFFERENTLY?** Your basic pay and cash bonuses must be reported as income. If you get any cash value allowances for off-base housing, food, or clothing, it must also be included as income. However, if your housing is part of the Military Housing Privatization Initiative, do not include your housing allowance as income. Any additional combat pay resulting from deployment is also excluded from income.
15. **WHAT IF THERE ISN'T ENOUGH SPACE ON THE APPLICATION FOR MY FAMILY?** List any additional household members on a separate piece of paper, and attach it to your application. Contact **School Nutrition Manager at your child's school or the School Nutrition Office - 205 LaFayette Ave, Fayetteville, GA 30214** or call **(770) 460-3535/Ext. 1061** to receive a second application.
16. **MY FAMILY NEEDS MORE HELP. ARE THERE OTHER PROGRAMS WE MIGHT APPLY FOR?** To find out how to apply for **SNAP** or other assistance benefits, contact your local assistance office or call **1-877-423-4746**.

Allow up to **ten (10) business days** for your application to be processed. If you have other questions or need help, call School Nutrition at **(770) 460-3535/Ext. 1061** or email [schoolmeals@mail.fcboe.org](mailto:schoolmeals@mail.fcboe.org).

Sincerely,

**Kokeeta S. Wilder**

School Nutrition Director

2020-2021

## **Notice for Language and Disability Assistance for the School Nutrition Program**

If you have difficulty communicating with us or understanding this information because you do not speak English or have a disability, please let us know. Contact (770-460-3535 ext 1061). Free language assistance or other aids and services are available upon request.

### Spanish

Español:

Si tiene dificultades para comunicarse con nosotros, o para entender esta información porque no habla inglés o tiene alguna discapacidad, por favor infórmenos. Comuníquese con (770-460-3535 ext 1061). Tenemos disponibilidad de servicios gratuitos de ayuda en otros idiomas y otro tipo de asistencia y servicios cuando lo solicite.

### Chinese

中文:

如果您因为不会说英语或有残疾而无法与我们沟通或了解这些信息, 请与我们联系。联系方式 (770-460-3535 ext 1061)。我们会根据需求提供免费语言援助或其他辅助和服务。

### Korean

:한국어

귀하께서 영어를 알지 못하거나 장애로 인해 저희와의 의사소통 또는 이 정보에 대한 이해에 어려움이 있는 경우에는 저희에게 알려주십시오. 연락처 (770-460-3535 ext 1061)요청에 따라 무료 언어 지원 또는 기타 보조 수단 및 서비스를 이용하실 수 있습니다.

### Vietnamese

Việt:

VI: Vui lòng cho chúng tôi biết nếu quý vị gặp khó khăn khi giao tiếp với chúng tôi hoặc khó hiểu thông tin này vì quý vị không nói tiếng Anh hoặc bị khuyết tật. Liên lạc theo (770-460-3535 ext 1061). Luôn có hỗ trợ ngôn ngữ miễn phí hoặc trợ giúp và dịch vụ khác theo yêu cầu.

### German

Deutsch:

Falls Sie Schwierigkeiten haben, mit uns zu kommunizieren, Sie kein Englisch sprechen oder behindert sind, so teilen Sie uns dies bitte mit. Kontakt (770-460-3535 ext 1061). Auf Anfrage erhalten Sie kostenfreie Sprachunterstützung oder sonstige Hilfen und Dienstleistungen.

### French

Français:

Si vous avez des difficultés pour vous communiquer avec nous ou pour comprendre ce document car vous n'êtes pas anglophone ou parce que vous êtes en situation d'handicap, veuillez nous en informer.

Contact (770-460-3535 ext 1061). Une assistance linguistique gratuite ou d'autres aides et services sont disponibles sur demande.

### Portuguese

Português:

Se você tiver qualquer dificuldade para se comunicar conosco ou entender estas informações porque não fala inglês ou tem alguma deficiência, informe-nos. Entre em contato com (770-460-3535 ext 1061). Oferecemos assistência gratuita para o idioma ou outros tipos de auxílio e serviços, mediante solicitação.

2020-2021

## Notice for Language and Disability Assistance for the School Nutrition Program

Hindi

नहीं:  
अगर आपको अंग्रेजी में बात नहीं कर पाने या अंग्रेजी समझने में असमर्थता के कारण हमसे बातचीत करने या इस जानकारी को समझने में कठिनाई होती है, तो कृपया हमें बताएँ। (770-460-3535 ext 1061) पर संपर्क करें। निःशुल्क भाषा सहयोग या अन्य साधन और सेवाएँ अनुरोध पर उपलब्ध हैं।

Gujarati

गुजराती:

જો તમને, ઇંગ્લિશ નથી બોલતા તેને કારણે કે કોઈ વિકાંગતાને કારણે, અમારી સાથે િાતચીત કરવામાં કે આ માહિતી સમજાવવામાં તકિફ પડતી િોય તો, કૃપા કરી અમને જણાવો. સંપર્કક (770-460-3535 ext 1061). ભાષા અંગે મદદ કે અન્ય સિાય વિનતાં િ કરવાથી વન:શલુ ક મળશે.

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 <https://www.ascr.usda.gov/filing-program-discrimination-complaint-usda-customer>, 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](mailto:program.intake@usda.gov).

This institution is an equal opportunity provider.