

Girard USD #248 Child Nutrition Program

Dear Parent/Guardian:

Your child may be eligible to receive healthy school meals at a reduced price or free. Following are questions and answers about who is eligible and how to apply.

Meal Charges	Elementary		Middle or Jr. High		High School	
	Full Price	Reduced Price	Full Price	Reduced Price	Full Price	Reduced Price
<input checked="" type="checkbox"/> Lunch	\$1.95	\$.40	\$2.15	\$.40	\$2.15	\$.40
<input checked="" type="checkbox"/> Breakfast	\$1.15	\$.30	\$1.15	\$.30	\$1.15	\$.30
<input type="checkbox"/> After School Snack						

1. **Do I need to fill out an application for each child?** Use one application for all students in your household. Enter all required information and return the completed application to: **Bobbi Mahnken, School Nurse 415 N. Summit, Girard, KS 66743, 620-724-4076.**
2. **Who can get free meals?** Students in households getting Food Assistance, Temporary Assistance for Families (TAF), or Food Distribution Program on Indian Reservations (FDPIR), can get free meals regardless of your income. Also, students in your household can get free meals if your household's gross income is within the free limits on the Federal Income Eligibility Guidelines.
3. **Can foster children get free meals?** Yes, foster children that are under the legal responsibility of a foster care agency or court are eligible for free meals, regardless of income.
4. **Can a homeless, runaway or migrant student get free meals?** If you have not been informed that the student will get free meals, please contact the school's Homeless Liaison or Migrant Coordinator: **Nichole Foster, Greenbush Service Center, 724-6281.**
5. **Who can get reduced price meals?** Students in your household can get reduced price meals if your household income is within the reduced price limits on the Federal Income Eligibility Guidelines (see chart on the back of the application form).
6. **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 carefully and follow the instructions. If you have questions, contact the Determining Official: **Bobbi Mahnken, School Nurse, 415 N. Summit, Girard, KS 66743 620-724-4076.**
7. **My child's application was approved last year. Do I need to fill out another one?** Unless the school told you that your child is approved for the new school year, you must send in a new application.
8. **I get WIC. Can my child(ren) get free meals?** Students in households participating in WIC may be eligible for reduced price or free meals. Please fill out an application.
9. **Will the information I give be checked?** Yes, we may ask you to send written proof.
10. **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.
11. **What if I disagree with the school's decision about my application?** Talk to the Determining Official. You may also request a hearing by contacting the Hearing Official: **Mr. Gary Snawder, Superintendent Girard Schools, 620-724-4325.**
12. **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 reduced price or free meals.
13. **Who should I include as members of my household?** Include yourself, all children (including foster children) who live with you and all people living in your household, related or not (such as grandparents, other relatives, or friends).
14. **What if my gross income is not always the same?** List the amount that you normally get. For example, if your normal gross income is \$1,000 each month, but you missed some work last month and only got \$900, put down that you get \$1,000 per month. If you normally get overtime, include it, but only if you regularly work overtime.
15. **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.
16. **My spouse is deployed in a combat zone. Is his/her combat pay counted as income?** Combat pay is not counted as income if it is received in addition to basic pay and it wasn't received before deployment.
17. **My family needs more help. Are there other programs for which we can apply?** Contact the Kansas Department of Social and Rehabilitation Services at 1-888-369-4777 or visit www.srs.ks.gov.

If you have other questions or need help, call: 620-724-4323

Si necesita ayuda, por favor llame al teléfono: 620-724-6281

Si vous voudriez d'aide, contactez nous au numero: 620-724-6281

For USDA's translated materials, go to <http://www.fns.usda.gov/cnd/FRP/frp.process.htm>.

For KSDE's Spanish translations, go to http://www.kn-eat.org/SNP/SNP_Menus/SNP_Admin_Foreign_Language_Translations.htm.

How to Apply for Reduced Price or Free School Meals

If your household gets Food Assistance, TAF or FDPIR, follow these instructions:

Part A: Enter the following information:

- Each household member's first and last name.
- Each student's school and grade.

Part B: List the case number for any household member (including adults) receiving Food Assistance, TAF or FDPIR benefits. A Medicaid number cannot be accepted.

Part C: Skip this part.

Part D: Sign and date the form. The last four digits of a Social Security number are **not** necessary.

If you are applying for a FOSTER CHILD, follow these instructions:

If all children in the household are foster children:

Part A: List all foster children and the school name and grade for each child. Check the box indicating the child is a foster child.

Part B: Skip this part.

Part C: Skip this part.

Part D: Sign and date the form. The last four digits of a Social Security number are **not** necessary.

If some of the children in the household are foster children:

Part A: List **all** household members including foster child(ren).

- Check the box if the child is a foster child.
- Follow procedures below for All Other Households.

ALL OTHER HOUSEHOLDS, including WIC households, follow these instructions:

Part A: List **all** household members living in your household, related or not (such as grandparents, other relatives, or friends) and the name of each student's school and grade. For any person, including children, with no income, you must check the "Zero Income" box. Attach another sheet of paper if more space is needed.

Part B: If the household does not have a case number, skip this part.

Part C: Report the GROSS income for all household members from last month. Gross income is the amount earned BEFORE taxes and any other deductions. This is NOT the same as take-home pay. The gross amount should be listed on the pay stub.

- List the **gross income** each household member earned from work and circle the Frequency code that shows how often the income is received.
- List the amount the person got last month from other income including welfare, child support, alimony, retirement pensions, Social Security, Worker's Compensation, unemployment, strike benefits, Supplemental Security Income (SSI), veteran's benefits (VA benefits), disability benefits, regular contributions from people who do not live in your household, and ANY OTHER INCOME. Circle the Frequency code that shows how often the income is received.
- If the household has **income from self-employment** (such as from a self-owned business, farm or rental income), report net income in the Earnings from Work columns. See the back side of the application form for instructions on reporting self-employment income.
- If the household is in the **Military Housing Privatization Initiative** or gets combat pay, do NOT include these allowances as income.
- Check the box if this person is temporarily not working due to strike, lay-off, injury or short-term disability.

Part D: An adult household member must sign and date the form and list the last four digits of their Social Security number or check the box if s/he does not have one.