

The Fairfield-Suisun USD participates in the National School Lunch Program & School Breakfast Program.

You or your children do not have to be U.S. citizens to qualify for free or reduced-price meals. For a fast, simple and secure method, apply online at www.myschoolapps.com.

LETTER TO HOUSEHOLD FOR FREE OR REDUCED-PRICE MEALS

INCOME QUALIFICATION: Your children may qualify for free or reduced-price meals if your household income falls at or below the federal Income Eligibility Guidelines below. **Effective July 1, 2019–June 30, 2020.**

Household Size	Year	Month	Twice Per Month	Every Two Weeks	Week
1	\$23,107	\$1,926	\$963	\$ 889	\$ 445
2	\$31,284	\$2,607	\$1,304	\$1,204	\$602
3	\$39,461	\$3,289	\$1,645	\$1,518	\$759
4	\$47,638	\$3,970	\$1,985	\$1,833	\$917
5	\$55,815	\$4,652	\$2,326	\$2,147	\$ 1,074
6	\$63,992	\$5,333	\$2,667	\$2,462	\$ 1,231
7	\$72,169	\$6,015	\$3,008	\$2,776	\$1,388
8	\$80,346	\$6,696	\$3,348	\$3,091	\$ 1,546
For each additional family member add	\$8,177	\$ 682	\$ 341	\$ 315	\$ 158

APPLYING FOR BENEFITS: An application for free or reduced-price meals cannot be reviewed unless all required fields are completed. A household may apply at any time during the school year. If you are not eligible now, but your household income decreases, household size increases, or a household member becomes eligible for CalFresh, California Work Opportunity and Responsibility to Kids (CalWORKs), or Food Distribution Program on Indian Reservations (FDPIR) benefits, you may submit an application at that time.

DIRECT CERTIFICATION: An application is not required if the household receives a notification letter indicating all students are automatically certified for free or reduced meals. If not all students are not included, please contact our office.

VERIFICATION: School officials may check the information on the application at any time during the school year. You may be asked to submit information to validate the information.

WIC PARTICIPANTS: Households that receive Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) benefits, may be eligible for free or reduced-price meals by completing this application.

HOMELESS, MIGRANT, RUNAWAY: Students who meet the definition of homeless, migrant, or runaway are eligible for free meals after proper verification from entity.

FOSTER CHILD: The legal responsibility must be through a foster care agency or court to qualify for free meals. A foster child may be included as a household member if the foster family chooses to apply for their non-foster children on the same application and must report any personal income earned by the foster child. If the non-foster children are not eligible, this does not prevent a foster child from receiving free meals.

FAIR HEARING: If you do not agree with the decision regarding your application's determination or the result of verification, you may discuss it with the hearing official. You also have the right to a fair hearing, which may be requested by calling or writing to the following:

Tim Goree
707 399 5000
2490 Hilborn Road, Fairfield, CA 94534

ELIGIBILITY CARRYOVER: Your student's eligibility status from the previous school year will continue into the new school year for up to 30

operating days or until a new determination is made. When the carryover period ends, your student will be charged full price for meals.

MODIFICATIONS TO ACCOMODATE DISABILITIES: Substitutions to meals will be made for students with a disability that restricts the diet on a case-by-case basis and only when supported by a written medical statement from a state licensed healthcare professional.

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 Ave SW, Washington, D.C. 20250-9410; (2) Fax: (202) 690-7442; or (3) E-mail: program.intake@usda.gov. This institution is an equal opportunity provider.

HOW TO APPLY FOR FREE OR REDUCED-PRICE MEALS – COMPLETE ONE APPLICATION PER HOUSEHOLD. PRINT WITH PEN. INCOMPLETE, ILLEGIBLE, OR INCORRECT INFORMATION WILL DELAY PROCESSING.

A household is a group of related or unrelated individuals living together and sharing living expenses (rent, utility bills and food). If there are more household members than the number of lines on the application, attach a second application.

STEP 1: List ALL STUDENTS who attend FSUSD. Print their first and last name, school, and birthdate. If any student is a foster child, check the "Foster" box. If you are only applying for a foster child, complete STEP 1, and then continue to STEP 5. If any student listed may be homeless, migrant, or runaway, check the applicable "Homeless, Migrant, or Runaway" box and complete all STEPS of the application.

STEP 2: If ANY household member (child or adult) participates in CalFresh, CalWORKs, or FDPIR, then all students are eligible for free meals. Check the applicable assistance program box, enter one case number, and then continue to STEP 5. If no one participates, skip this step and continue to STEP 3.

STEP 3: List all other children in the household not enrolled in FSUSD.

STEP 4: Report GROSS income (before deductions) from ALL household members in whole dollars. Enter "0" for any household member that does not receive income.

- A) Report the total GROSS income from all children in the household and enter the appropriate pay period. Include a foster child's income if you are applying for foster and non-foster children on the same application.
- B) Report the total GROSS income from all adults in the household and enter the appropriate pay period.
- C) Enter the total household size (children and adults). This number MUST equal the listed household members from STEP 1, 3 and STEP 4.
- D) Enter the last four digits of your Social Security number (SSN). If no adult household member has a SSN, check the "NO SSN" box.

STEP 5: The application must be signed by an adult household member. Print the name of the adult signing the application, contact information, and today's date.

OPTIONAL: This field is optional to complete and does not affect your student's eligibility for free or reduced-price meals.

INFORMATIONAL STATEMENT: *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 are not required when you list a CalFresh, CalWORKs, or FDPIR case number or other FDPIR identifier 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 breakfast and lunch programs.*

QUESTIONS or NEED ASSISTANCE: Contact Child Nutrition Services at 707 399 5011.

SUBMIT: Submit a complete application to Child Nutrition Services at 2490 Hilborn Rd, Fairfield, CA 94534. You will be notified by mail if your application is approved or denied.