

*******ATTENTION PARENTS/GUARDIANS NEW FOR FY07-08 MEA**

The FY07-08 Free and Reduced-Priced Meal Application has significantly changed from previous years. In a paper usage, CPS has introduced a **HOUSEHOLD APPLICATION. ONLY 1 MEAL APPLICATION** should be returned **TO EACH SCHOOL** your children attend. **Example:** You have 4 children in your household, 3 children attend School A and 1 child attends School B. You should complete one application with three children listed and return it to School A and complete one application with one child listed and return it to School B. Please carefully follow the instructions on page 2. If you have any questions concerning completion of your application, please contact your child's school.

September 2007

Dear Parent or Guardian:

The Chicago Public Schools, a participant in the National School Lunch and Breakfast Programs, serves nutritious meals each school day. Students may buy breakfast for \$1.50, and an elementary school lunch for \$1.85 or high school lunch for \$2.10. Children from families whose household income is at or below the federal guidelines shown on the scale below are eligible for either a free meal or a reduced-price meal at the reduced prices of 30 cents for breakfast and 40 cents for lunch.

- If you receive food stamps or TANF for your child, your child can receive free meal services. If you received a letter with an eligibility certificate for school meals, return the eligibility certificate to the school that your child attends. You do not have to complete this application to receive meal benefits.
- If your total household income is the same or less than the amounts on the Income Guidelines below, your child can receive free or reduced-priced meal service
- A household only needs to complete one application per school unless you have a foster child, you must complete a separate application for each foster child.

All meals served must meet the U.S. Department of Agriculture meal requirements. However, if a child has been determined by a doctor to have a disability and the disability would prevent the child from eating the regular school meal, the school will make substitutions prescribed by the doctor. If a substitution is needed, there will be no extra charge for the meal. If you believe your child needs substitutions because of a disability, please contact us for further information.

TO RECEIVE FREE OR REDUCED-PRICED MEALS SERVICES FOR YOUR CHILD, YOU MUST COMPLETE AN APPLICATION AND RETURN IT TO THE SCHOOL. WE CANNOT APPROVE AN APPLICATION THAT IS NOT COMPLETE.

Income Guidelines*Effective from July 1, 2007-June 30, 2008*

Household Size	Weekly	Monthly
1	\$ 364	\$1,575
2	488	2,111
3	611	2,648
4	735	3,184
5	859	3,721
6	983	4,257
7	1,107	4,794
8	1,230	5,330
Each Additional Family Member	+124	+537

HOW TO APPLY (FOR FULL INSTRUCTIONS SEE PAGE 2)

- If you now receive food stamps or TANF for the child(ren) you are applying for, the application must have each child's name, a food stamp or TANF case number (**LINK CARD NUMBERS CANNOT BE USED**), and the signature of an adult household member.
- If you are applying for a foster child, the application must have the child's name, the child's "personal use" income, and an adult signature.
- If you do not list a food stamp or TANF case number for the child(ren) you are applying for, then the application must have each child's name, the names of all household members, the amount of income each person received last month and where it came from, the signature of an adult household member and that adult's Social Security number or mark the box indicating "I do not have a Social Security Number".

OTHER INFORMATION:

- **VERIFICATION:** Your eligibility may be checked by school officials at any time during the school year. School officials may ask you to submit papers showing that your child(ren) should receive free or reduced-price meals services.
- **FAIR HEARING:** You may talk to school officials if you do not agree with the school's decision on your application or the results of verification. You also may ask for a fair hearing. You may do this by calling or writing you school's regional office.
- **REPORTING CHANGES:** If your child receives free or reduced-priced meal services because of your income, you must tell the school if your household size increases, or your income decreases or if you start receiving food stamps or TANF benefits. If your child receives meals because they receive food stamps or TANF, you must tell the school when you are not receiving TANF or food stamps for them. You must then fill out another application giving income information.
- **CONFIDENTIALITY:** School officials use the information on the application to decide if your child(ren) should receive free or reduced-price meal services and may disclose this information to other programs as allowed under the National School Lunch Act. In addition, the application information may be shared with All Kids if the parent or legal guardian does not decline and signs the application. If a school wishes to share the application information for other services, they are required to obtain parental or legal guardian permission.
- **REAPPLICATION:** You may apply for free or reduced-price meal services any time during the school year. If you are not eligible now but have a change such as a decrease in household income, an increase in household size, become unemployed or receive food stamps or TANF for your child(ren), complete an application then.
- **RACIAL/ETHNIC IDENTITY, CONTACT INFORMATION AND RELEASE OF CONFIDENTIAL DATA:** You are not required to complete these sections to receive free or reduced-price meals. A parent or legal guardian must mark the box and sign if you elect not to allow school officials to use the information for other services.

In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discrimination on the basis of race, color, national origin, sex, age, or disability. To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 1400 Independence Avenue, SW Washington, D.C. 20250-9410 or call 202/720-5964 (voice and TDD). USDA is an equal opportunity provider and employer.

We will let you know when your application is approved or denied.

Sincerely,

Chicago Public Schools

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 social security number of the adult household member who signs the application. The social security number is not required when you apply on behalf of a foster child or you list a Food Stamp Program, Temporary Assistance for Needy Families (TANF) Program or Food Distribution Program on Indian Reservation (FDPIR) case number or other FDPIR identifier for your child or when you indicate 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.

