

Dear Parent/Guardian:

Schools in Rockingham County serve nutritious meals every school day. Children need healthy meals to learn. Students may buy lunch for \$1.85. Breakfast is also available in all schools for \$1.00. Students also may get meals free or at a reduced price. The reduced price is \$.40 for lunch and \$.30 for breakfast. All meals served must meet standards established by the U.S. Department of Agriculture. If a student has been determined by a doctor to be disabled and the disability prevents the child from eating the regular school meal, the school will make any substitutions prescribed by the doctor. If a substitution is prescribed, there will be no extra charge for the meal. If your student needs substitutions because of a disability, please get in touch with us for further information.

Children who are members of households receiving Supplemental Nutrition Assistance Program (SNAP) benefits (formerly the Food Stamp Program) or who receive Temporary Assistance for Needy Families (TANF) are eligible for free meals regardless of income. Foster children who are the legal responsibility of a welfare agency or court are eligible for free meals regardless of the income of the household with whom they reside. Children who are members of households participating in WIC may or may not be eligible for free or reduced-priced meals based on the household's income. Participation in WIC or Medicaid does not guarantee automatic approval. If your total household income is at or below the amounts on the income chart, on the front of this packet, your child(ren) may get free meals or your child(ren) may get reduced price meals for \$.30 for breakfast and \$.40 for lunch.

YOU MUST SEND IN A NEW FAMILY APPLICATION FOR THIS SCHOOL YEAR.

HOW TO APPLY: Households that are receiving SNAP or VA TANF benefits for their children may not have to fill out an application. School officials will notify you of your child's eligibility and your child will be provided free benefits, unless you tell the school that you do not want benefits. **If you are not notified by August 12, 2011, submit an application at that time.** The application must contain the child's name, the SNAP or TANF number, and the signature of an adult household member.

If you do not receive SNAP or TANF benefits for your child, carefully complete the application and return it to the Food & Nutrition Office or a school. If you do not list a SNAP or VA TANF case number for the child(ren) you are applying for, then the application must have the names of all household members, the amount and source of income each person received last month. An adult household member must sign the application and include the last four digits of the social security number. If he/she does not have a social security number, this must be noted on the form.

If you are applying for a foster child, who is the legal responsibility of a welfare agency or court, an application may not be required; but if completed, must clearly indicate the foster student and all other non-foster students in the household.

If you are applying for a homeless, migrant, or runaway child, an application may not be necessary, contact our office for more information.

An application that is not complete cannot be approved. Before applying, refer to the chart on the front of this form, which lists the maximum family income allowed to qualify for reduced price meals.

OTHER BENEFITS: Your child(ren) may be eligible for other benefits such as the Virginia children's health Insurance program and Medicaid. The law now allows the school division to share your free or reduced price meal eligibility information with Medicaid and the Virginia children's health insurance program called Family Access to Medical Insurance Security (FAMIS). Medicaid and FAMIS can only use the information to identify children who may be eligible for free or low-cost health insurance, and to enroll them in either Medicaid or the Virginia children's health insurance program. These agencies are not allowed to use the information from your free and reduced price meal application for any other purpose. Medicaid officials or officials with the children's health insurance program may contact you to get more information. You are not required to allow us to share this information with Medicaid or the FAMIS program. Your decision will not affect your children's eligibility for free and reduced price meals. **If your child(ren) receive benefits, you will receive a letter indicating the benefit level.** You may qualify for other assistance programs. To find out how to apply for SNAP or other assistance programs, contact the Harrisonburg/Rockingham Department of Social Services. **Please save this letter for proof of benefits.**

If you do not want your information shared please check the appropriate box in Section E of the Free and Reduced Price Meal Application.

CONFIDENTIALITY AND NOTICE OF DISCLOSURE: School officials use the information on the application to determine if your child is eligible to receive free or reduced price meals and to verify eligibility. As authorized by the National School Lunch Act, the school division may inform officials connected with other child nutrition, health, and education programs of the information on your application to determine benefits for those programs or for funding and/or evaluation purposes.

VERIFICATION: School officials may check your eligibility at any time during the school year. School officials may ask you to send information to prove that your child should receive free or reduced price meals.

FAIR HEARING: If you do not agree with the decision of the school on your application or the results of verification, you may wish to discuss it with the Director of Food & Nutrition Services. You also have the right to a fair hearing. You can do this by calling or writing: Dr. Carol Fenn, Superintendent, 100 Mt. Clinton Pike Harrisonburg, VA 22802, phone - 540-564-3230.

REAPPLICATION: You may reapply for free or reduced price meals 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 begin to receive SNAP or VA TANF benefits for your child, complete an application at that time.

IF YOU NEED HELP FILLING OUT THE APPLICATION FORM, PLEASE CONTACT THE FOOD & NUTRITION OFFICE AT (540)434-7783. You will be notified when your child's application is approved or denied.

FEDERAL INCOME GUIDELINES: Your child(ren) may be eligible for free meals or meals at a reduced price if your household income is within the limits of the Federal Eligibility Guidelines.

2011-2012 USDA Non-discrimination Statement

"In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. To file a complaint of discrimination, write USDA, Director, Office of Adjudication, 1400 Independence Avenue SW, Washington, DC 20250-9410 or call (866)632-9992 (Voice). Individuals who are hearing impaired or have a speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339; or (800)845-6136 (Spanish). USDA is an equal opportunity provider and employer."