

**2018-2019 MEDIA RELEASE
FOR FREE AND REDUCED PRICE MEALS IN
THE NATIONAL SCHOOL BREAKFAST AND SCHOOL LUNCH PROGRAMS**

Washoe County School District is pleased to announce our participation in the National School Lunch Program (NSLP) and the School Breakfast Program (SBP). Each school and the Nutrition Services Office have a copy of the policy, which may be reviewed by any interested party.

Children in households receiving Supplemental Nutrition Assistance Program (SNAP), Food Distribution Program on Indian Reservations (FDPIR), or Temporary Assistance for Needy Families (TANF) and most foster children can receive free meals regardless of your income. Households receiving assistance under the SNAP, FDPIR, or TANF should only submit an Application for Meal Benefits if they are not notified of their current eligibility in the new school year.

If the household income is within the Income Eligibility Guidelines, your child(ren) can receive free or reduced price meals. School Meal Benefits Applications are available at the beginning of the school year at school sites and the Nutrition Services Office. The application is also available on-line at <https://rocket.washoeschools.net>.

For school officials to determine eligibility and process applications for meal benefits, households must provide the following information on the application;

Income Based Applications

- Names of all household members
- Amount, source, and frequency of current income for each household member
- Signature of an adult household member
- Last 4 digits of the social security number of the household's primary wage earner, or another adult household member's social security number, or an indication that the household member does not have one.

Assistance Program Households: Households that are approved for the Supplemental Nutrition Assistance Program (SNAP), Temporary Assistance for Needy Families (TANF), or the Food Distribution Program on Indian Reservations (FDPIR), are automatically approved and need only provide the following information on their applications for free or reduced priced meal benefits:

- The names of all children for whom the application is made
- SNAP, TANF, FDPIR case number or identifier, for the children or any household member listed on the application
- The signature of the adult household member completing the application.

Other Source Categorically Eligibility: Families of children classified as homeless, migrant, or runaway, may submit an application with the following information:

- Names of the children for whom the application is made
- Indication of the child's categorically eligibility status
- Signature of an adult household member

Foster Children: Foster children are automatically approved for free meal benefits. They may be included as a member of the foster family's household, as this may help other children in the household qualify for benefits, if that family chooses to apply for benefits for other children. If the foster family is ineligible for free or reduced benefits it does not prevent the foster child from receiving free meal benefits. A foster child only application should include the following:

- Name of the foster child
- Indication of the child's foster care status
- Signature of an adult household member

Mixed Applications: These types of applications contain children who are other source categorically eligible, including foster children and the biological children on the household. These applications must include the following information:

- Names of all household members
- Amount and source of current income for each member and the frequency of income
- An indication of the program source of Other Source Categorical Eligibility Status
- Signature of an adult household member
- Last 4 digits of the social security number of the household's primary wage earner, or another adult household member's social security number, or an indication that the household member does not have one.

Children need healthy meals to learn. The Washoe County School District offers healthy meals every school day. Breakfast price is \$1.75; lunch price is \$2.80 for elementary and \$3.05 for middle and high school. Your children may qualify for free or reduced price meals. There is no charge for reduced price meals for the current school year. Return the completed application to the **school cafeteria or the Nutrition Services Center**, or apply on-line at <https://rocket.washoeschools.net>.

1. **Do I need to fill out an application for each child?** No. Use one Free and Reduced Meal 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 the school cafeteria or the Nutrition Services Center.
2. **Who can qualify for free meals?** All children in households receiving SNAP, FDPIR or TANF and foster children that are under the legal responsibility of a foster care agency or court are eligible for free meals regardless of income. If your household gross income is within the free limits on the Federal Income Eligibility Guidelines. If you have received a NOTICE OF DIRECT CERTIFICATION for free meals, **do not** complete the application, but **do** let the school know if any children in your household are not listed on the **Notice of Direct Certification** letter you received.
3. **Can homeless, runaway and migrant children receive free meals?** Please call the school, homeless liaison or migrant coordinator to see if your child(ren) qualifies, if you have not been informed that they will receive free meals.
4. **Who can qualify for reduced price meals?** Your children can receive meals if your household's gross income is within the reduced price meal limits on the Federal Income Chart. There is no charge for reduced price meals for the current school year.
5. **Should I fill out an application if I received a letter this school year saying my children are approved for free or reduced price meals?** Please read the letter you received carefully and follow the instructions. Call Kathy Royal at 353-5240 if you have questions.
6. **My child's application was approved last year. Do I need to fill out another one?** Yes. Your child's application is good for that school year and for the first 30 days of this school year. You must send in a new application unless the school told you that your child is eligible for the new school year. The school is not required to send a reminder notice of expired eligibility.
7. **I get WIC. Can my child(ren) get free meals?** Children in households participating in WIC may be eligible for free or reduced price meals. Please fill out an application.
8. **Will the information I give be checked?** Yes, we may ask you to send written proof of income.
9. **If I don't qualify now, may I apply later?** Yes. You may apply at any time during the school year if your household size goes up, income goes down, or if you start getting SNAP, TANF or other benefits. If you lose your job, your children may be able to get free or 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 Nutrition Services. You also may ask for a hearing by calling or writing: Rick Martin, Director of Transportation, P.O. Box 30425, Reno, NV 89520, 775-337-7736.
11. **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 free or reduced price meals.
12. **Who should I include as members of my household?** You must include all people living in your household, related or not (such as grandparents, other relatives, or friends). You must include yourself and all children who live with you. You cannot claim someone who is not residing in your household or who is economically independent.
13. **What if my income is not always the same?** List the amount that you normally receive. For example, if you normally get \$1000 each month, but you missed some work last month and only got \$900, put down that you get \$1000 per month. If you normally get overtime, include it, but not if you get it only sometimes.
14. **We are in the military; do we include our housing allowance as income?** If you get an off base housing allowance, it must be included as income. If your housing is part of the Military Housing Privatization Initiative, do not include your housing allowance as income.

If you have other questions or need assistance, please call Kathy Royal collect at 775-353-5240.

There is no charge for reduced price meals for the current school year.

The Washoe County School District offers healthy meals every school day. Student breakfast price is \$1.75; lunch price is \$2.80 for elementary and \$3.05 for middle and high school.

**INCOME ELIGIBILITY GUIDELINES FOR FREE & REDUCED PRICE CATAGORIES
FOR SCHOOL YEAR 2018-2019**

FREE MEALS

REDUCED PRICE MEALS

Household Size	Annual	Monthly	Twice Per Month	Every Two Weeks	Weekly	Annual	Monthly	Twice Per Month	Every Two Weeks	Weekly
1	\$15,782	\$1,316	\$658	\$607	\$304	\$22,459	\$1,872	\$936	\$864	\$432
2	\$21,398	\$1,784	\$892	\$823	\$412	\$30,451	\$2,538	\$1,269	\$1,172	\$586
3	\$27,014	\$2,252	\$1,126	\$1,039	\$520	\$38,443	\$3,204	\$1,602	\$1,479	\$740
4	\$32,630	\$2,720	\$1,360	\$1,255	\$628	\$46,435	\$3,870	\$1,935	\$1,786	\$893
5	\$38,246	\$3,188	\$1,594	\$1,471	\$736	\$54,427	\$4,536	\$2,268	\$2,094	\$1,047
6	\$43,862	\$3,656	\$1,828	\$1,687	\$844	\$62,419	\$5,202	\$2,601	\$2,401	\$1,201
7	\$49,478	\$4,124	\$2,062	\$1,903	\$952	\$70,411	\$5,868	\$2,934	\$2,709	\$1,355
8	\$55,094	\$4,592	\$2,296	\$2,119	\$1,060	\$78,403	\$6,534	\$3,267	\$3,016	\$1,508
For Each Additional Family Member Add	\$5,616	\$468	\$234	\$216	\$108	\$7,992	\$666	\$333	\$308	\$154

BREAKFAST SCHOOLS

Elementary School Breakfast is available at the following sites:

Allen	Anderson	Beck	Bennett	Booth	Cannon	Corbett
Desert Heights	Diedrichsen	Dodson	Donner Springs	Double Diamond	Drake	Duncan
Dunn	Elmcrest	Gomes	Greenbrae	Incline	Hunter Lake	Lemmon Valley
Lincoln Park	Loder	Mathews	Maxwell	Mitchell	Moss	Mt. Rose
Natchez	Palmer	Picollo	Risley	Sierra Vista	Silver Lake	Alice Smith
Kate Smith	Smithridge	Stead	Sun Valley	Towles	Veterans	Warner
Winnemucca	Beasley	Hidden Valley				

Middle School Breakfast is available at the following sites:

Billinghurst	Clayton	Cold Springs	Depoali	Dilworth	Incline	Mendive
O'Brien	Pine	Turning Point	Sparks	Swope	Traner	Vaughn

High School Breakfast is available at the following sites:

Damonte Ranch	Galena	Hug	McQueen	North Valleys
Reed	Reno	Spanish Springs	Sparks	AACT
Wooster	Innovations HS	Washoe Inspire		

Charter School Breakfast is available at the following sites:

Bailey	Mariposa	Sierra Nevada Academy
--------	----------	-----------------------

PROVISION II/COMMUNITY ELIGIBILITY PROVISION (CEP)

Free and Reduced Meal Benefits are for breakfast and lunch.

The following are Provision II or CEP Schools and students do not complete applications for Free & Reduced Meal Benefits:

Allen	Anderson	Bailey	Booth	
Cannon	Corbett	Desert Heights	Duncan	Greenbrae
Hug HS	Lincoln Park	Loder	Mathews	Maxwell
Mitchell	Mariposa	Natchez	Risley	Sierra Vista
Kate Smith	Smithridge	Sun Valley	Traner MS	Veterans

All students eat breakfast and lunch at no cost at a Provision II School.

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 Avenue, SW
Washington, D.C. 20250-9410;
- (2) fax: (202) 690-7442; or
- (3) email: program.intake@usda.gov.

This institution is an equal opportunity provider.