

INSTRUCTIONS FOR APPLYING

A HOUSEHOLD MEMBER IS ANY CHILD OR ADULT LIVING WITH YOU.

Part 1:

If any child you are applying for is homeless, migrant, or a runaway check the appropriate box and call **Shari Sterling 928-445-4500** Complete Box A and Box B in Part 2 and then skip to Part 3.

Part 2:

- **Box A**—List all household members.
- **Box B** – List the name of the school attended by each child or mark N/A for household members not attending school.
- **Box C** – List the case number for any household member (including adults) receiving SNAP or TANF Cash Assistance or FDPIR benefits. Skip to Part 3.
- **Box D** – Check the box in this section for all children in the household who are foster children (legal responsibility of welfare agency or court). Skip to Part 3.
- **Box E** – For ANY household member, including children, with **NO INCOME**, you **MUST** check the “No Income” box.
- **Box F –Gross Income and How Often It Was Received:** For each household member, list each type of income received. Report how often the money is received—weekly, every other week, twice a month, monthly or yearly—by filling in the circle under the frequency amounts. **For earnings, be sure to list the gross income, not the take-home pay. Gross income is the amount earned *before* taxes and other deductions.** You should be able to find it on your pay stub or your employer can tell you. For other income, list the amount each person received from welfare, child support, alimony, pensions, retirement, Social Security, Supplemental Security Income (SSI), Veteran’s benefits (VA benefits), disability benefits, Worker’s Compensation, unemployment or strike benefits, regular contributions from people who do not live in your household, and any other income. Do not include income from SNAP, FDPIR, WIC, Federal education benefits and foster payments received by the family from the placing agency.

For **ONLY** the self-employed, under *Earnings from Work*, report income after expenses. This is for your business, farm, or rental property. If you are in the Military Privatized Housing Initiative or get combat pay, do not include these allowances as income.

Part 3:

Adult household member must sign the form and list the last four digits of their Social Security Number (or mark the box if she/he does not have one).

Part 4:

Completing this section is optional.

PRESCOTT UNIFIED SCHOOL DISTRICT

2011-2012 FREE AND REDUCED PRICE SCHOOL MEALS HOUSEHOLD APPLICATION

PART 1. IF ANY CHILD YOU ARE APPLYING FOR IS HOMELESS, MIGRANT, OR A RUNAWAY CHECK THE APPROPRIATE BOX AND CALL [Shari Sterling - homeless liaison, at 928-445-4500] HOMELESS MIGRANT RUNAWAY If completing this section, fill out Box A and Box B in Part 2 and then skip to Part 3.

PART 2. ALL HOUSEHOLD MEMBERS

Box A. Names of all household members (First, Middle Initial, Last)	Box B. Name of school attended by each child and grade or indicate "NA" if household member is not in school	Box C. If any member of your household receives SNAP, FDIPIR or TANF Cash Assistance, provide the case number and skip to Part 3.	Box D. Check if a foster child (legal responsibility of welfare agency or court) If completing this section skip to Part 3.	Box E. Check if NO income	Box F. TOTAL HOUSEHOLD GROSS INCOME Please report how much and fill in the circle indicating how often income is received using the following income frequencies: Weekly (wk) or Every Other Week (bi-wk) or Monthly (mo) or Twice a Month (bi-mo) or Annually/Yearly (yr)					
					Earnings From Work before deductions How much wk bi-wk mo bi-mo yr	How Often wk bi-wk mo bi-mo yr	All Other Income (Welfare, child support, alimony, pensions, retirement, Social Security, SSI, VA benefits, other) How much wk bi-wk mo bi-mo yr			
1.			<input type="checkbox"/>	<input type="checkbox"/>	\$	<input type="checkbox"/>	<input type="checkbox"/>	\$	<input type="checkbox"/>	<input type="checkbox"/>
2.			<input type="checkbox"/>	<input type="checkbox"/>	\$	<input type="checkbox"/>	<input type="checkbox"/>	\$	<input type="checkbox"/>	<input type="checkbox"/>
3.			<input type="checkbox"/>	<input type="checkbox"/>	\$	<input type="checkbox"/>	<input type="checkbox"/>	\$	<input type="checkbox"/>	<input type="checkbox"/>
4.			<input type="checkbox"/>	<input type="checkbox"/>	\$	<input type="checkbox"/>	<input type="checkbox"/>	\$	<input type="checkbox"/>	<input type="checkbox"/>
5.			<input type="checkbox"/>	<input type="checkbox"/>	\$	<input type="checkbox"/>	<input type="checkbox"/>	\$	<input type="checkbox"/>	<input type="checkbox"/>
6.			<input type="checkbox"/>	<input type="checkbox"/>	\$	<input type="checkbox"/>	<input type="checkbox"/>	\$	<input type="checkbox"/>	<input type="checkbox"/>
7.			<input type="checkbox"/>	<input type="checkbox"/>	\$	<input type="checkbox"/>	<input type="checkbox"/>	\$	<input type="checkbox"/>	<input type="checkbox"/>
8.			<input type="checkbox"/>	<input type="checkbox"/>	\$	<input type="checkbox"/>	<input type="checkbox"/>	\$	<input type="checkbox"/>	<input type="checkbox"/>

If Part 2 is completed, the adult signing the form also must list the last four digits of his or her Social Security Number or mark the "I do not have a Social Security Number" box. (See Privacy Act Statement on the back of this page.)

Last four digits of Social Security Number: * * * * * I do not have a Social Security Number

PART 3. SIGNATURE (AN ADULT HOUSEHOLD MEMBER MUST SIGN THE APPLICATION)

I certify (promise) that all information on this application is true and that all income is reported. I understand that the school will get Federal funds based on the information I give. I understand that school officials may verify (check) the information. I understand that if I purposely give false information, my children may lose meal benefits, and I may be prosecuted.

Sign here: _____ Date: _____
 Print name here: _____
 Address: _____
 City: _____ State: _____ Zip Code: _____
 Phone Number: _____

PART 4. CHILDREN'S ETHNIC AND RACIAL IDENTITIES (OPTIONAL)

Choose one ethnicity:
 Hispanic/Latino
 Not Hispanic/Latino

Choose one or more (regardless of ethnicity):
 Asian
 American Indian or Alaska Native
 Black or African American
 White
 Native Hawaiian or other Pacific Islander

DO NOT FILL OUT THIS PART. THIS IS FOR SCHOOL USE ONLY.

Annual income Conversion: Weekly x 52, Every 2 Weeks x 26, Twice a Month x 24, Monthly x 12
 Total Income: _____ Per: Week, Every 2 Weeks, Twice a Month, Month, Year. Household Size: _____
 Error-Prone Case # Application Categorically Eligible
 Temp. Free - Zero Income (45 days) Temp. Free - H/M/R (30 days) Temp. Free Expires: _____
 Directly Certified - Attach to match result Selected for Verification (see attachments)

Determining Official's Signature: _____ Date: _____
 Confirming Official's Signature: _____ Date: _____
 Follow-up Official's Signature: _____ Date: _____
 Eligibility: Free _____ Reduced _____ Denied _____ Reason: _____
 Date Notice Sent: _____ Date Withdrawn: _____

2011-2012 FREE AND REDUCED PRICE SCHOOL MEALS HOUSEHOLD APPLICATION

Your children may qualify for free or reduced price meals if your household income falls at or below the limits on this chart.

FEDERAL ELIGIBILITY INCOME CHART For School Year 2011-2012			
Household size	Yearly	Monthly	Weekly
1	\$20,147	\$1,679	\$388
2	\$27,214	\$2,268	\$524
3	\$34,281	\$2,857	\$660
4	\$41,348	\$3,446	\$796
5	\$48,415	\$4,035	\$932
6	\$55,482	\$4,624	\$1,067
7	\$62,549	\$5,213	\$1,203
8	\$69,616	\$5,802	\$1,339
Each additional person:	\$7,067	\$589	\$136

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 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 is not required when you apply on behalf of a foster child or you list a Supplemental Nutrition Assistance Program (SNAP), Temporary Assistance for Needy Families (TANF) Program or Food Distribution Program on Indian Reservations (FDPPIR) case number or other FDPPIR 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 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.

Non-discrimination Statement: This explains what to do if you believe you have been treated unfairly.

"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, D.C. 20250-9410 or call toll free (866) 632-9992 (Voice). Individuals who are hearing impaired or have 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.

SHARING INFORMATION WITH OTHER PROGRAMS

Dear Parent/Guardian:

To save you time and effort, the information you gave on your Free and Reduced Price School Meals Application may be shared with other programs for which your children may qualify. For the following programs, we must have your permission to share your information. Sending in this form will not change whether your children get free or reduced price meals.

- No! I DO NOT want information from my Free and Reduced Price School Meals Application shared with any of these programs.
- Yes! I DO want school officials to share information from my Free and Reduced Price School Meals Application with (ALL DAY KINDERGARDEN PROGRAM)
- Yes! I DO want school officials to share information from my Free and Reduced Price School Meals Application with (ANY ATHLETIC - SPORT PROGRAM)

If you checked yes to any or all of the boxes above, fill out the form below. Your information will be shared only with the programs you checked.

Child's Name: _____ School: _____

Child's Name: _____ School: _____

Child's Name: _____ School: _____

Signature of Parent/Guardian: _____ Date: _____

Printed Name: _____ Address: _____

For more information, you may call Dawn Dattola

At 928-717-3232

Return this form to your child's school

Or the Food Service Dept