

## Application for Free and Reduced-Price Meals 2009–2010

Division of Food and Nutrition Services • MONTGOMERY COUNTY PUBLIC SCHOOLS • Rockville, Maryland 20850  
www.montgomeryschoolsmd.org/departments/foodserv

ELIG _____
INITIALS _____
DATES _____

To get free or reduced-price meals for your children, you must complete a new meal benefit application every year.

- If you are **NOT** applying for meal benefits, discard this form.
- If you **ARE** applying for free or reduced-price meals, complete all appropriate sections of this application. Incomplete applications cannot be approved and will be returned.
- Use **ONE** application for **ALL students in the household** - including Pre-K, kindergarten, and foster - **even if they attend different schools**.

**A. STUDENT INFORMATION.** List ALL children enrolled in Montgomery County Public Schools **ONLY**, Student ID, Birth Date, School, and Grade, and Food Supplement Program (FSP) (formerly Food Stamps) or TCA client number. Use additional paper if needed. List **all** current student income **before** expenses and deductions for taxes, etc., and how often it is paid: weekly (wk), every two weeks (bi-wk), twice a month (twice), or monthly (mo).

PLEASE PRINT CLEARLY Last Name	First Name	MI	Student ID #	Birth Date	School	Grade	Food Supplement Program (FSP) (formerly Food Stamps) or TCA client number										Student Income		CHECK if NO Income
							Amount	How Often											
																	\$ .		<input type="checkbox"/>
																	\$ .		<input type="checkbox"/>
																	\$ .		<input type="checkbox"/>
																	\$ .		<input type="checkbox"/>
																	\$ .		<input type="checkbox"/>
																	\$ .		<input type="checkbox"/>
																	\$ .		<input type="checkbox"/>
																	\$ .		<input type="checkbox"/>

**B. FOSTER CHILDREN.** If you are applying for meal benefits for a foster child living with you, please contact the Division of Food and Nutrition Services, (301) 840-8155 for assistance.

**C. ALL OTHER HOUSEHOLD MEMBERS.** List all other people living in the household, **DO NOT INCLUDE STUDENTS LISTED ABOVE.** List **all** current household income **before** expenses and deductions for taxes, etc., and how often it is paid: weekly (wk), every two weeks (bi-wk), twice a month (twice), or monthly (mo).

PLEASE PRINT CLEARLY Last Name	First Name	MI	EARNINGS from WORK before deductions Job 1		EARNINGS from WORK before deductions Job 2		ALL OTHER INCOME Child Support, Alimony, TCA, Retirement, Social Security		CHECK if NO Income
			Amount	How Often	Amount	How Often	Amount	How Often	
			\$ .		\$ .		\$ .		<input type="checkbox"/>
			\$ .		\$ .		\$ .		<input type="checkbox"/>
			\$ .		\$ .		\$ .		<input type="checkbox"/>
			\$ .		\$ .		\$ .		<input type="checkbox"/>
			\$ .		\$ .		\$ .		<input type="checkbox"/>

**D. SIGNATURE AND SOCIAL SECURITY NUMBER.** I certify that all the above information is true and that all income is reported. I understand that this information is being given for the school's receipt of federal funds; that school officials may verify the information; and that if I purposely give false information, my children may lose meal benefits and I may be prosecuted.

Signature, Adult in Household \_\_\_\_\_ Social Security #    -   -

Print Name \_\_\_\_\_ Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ ZIP Code \_\_\_\_\_ Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_

I do not have a Social Security Number.

\*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 application 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 Supplement Program (FSP) or Temporary Cash Assistance (TCA) client number, 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 review, and law enforcement officials to help them look into violations of the program rules.

Return completed application within one week to school or mail it to: **Division of Food and Nutrition Services, 16644 Crabbs Branch Way, Rockville, MD 20855**

Division of Food and Nutrition Services  
 Montgomery County Public Schools  
 16644 Crabbs Branch Way • Rockville, Maryland 20855

Dear Parent or Guardian:

Montgomery County Public Schools serve breakfast and lunch every school day. If your total household income is the same or less than the amounts on the **Income Chart** below, your child may qualify for free or reduced-price meals.

The following students **may** be eligible for free meals:

- Foster Children
- Students in households receiving Food Supplement Program (FSP) (formerly Food Stamps) or Temporary Cash Assistance (TCA)
- Students enrolled in Even Start
- Students in households participating in WIC

The following students qualify for free meals:

- Students certified as homeless or runaway
- Students enrolled in the Migrant Education program
- Students enrolled in the Head Start program

You and the children in your household **do not** have to be U.S. citizens to qualify for free or reduced-price meals.

<b>INCOME CHART</b>			
Effective July 1, 2009 to June 30, 2010			
<u>NUMBER IN HOUSEHOLD</u>	ANNUAL	<u>INCOME MONTHLY</u>	WEEKLY
1	\$ 20,036	1,670	386
2	26,955	2,247	519
3	33,874	2,823	652
4	40,793	3,400	785
5	47,712	3,976	918
6	54,631	4,553	1,051
7	61,550	5,130	1,184
8	68,469	5,706	1,317
For each additional family member add: . . . . .	\$ 6,919	577	134

<b>INCOME TO REPORT</b>	
Report all income before taxes, insurance, and other expenses are deducted or taken out.	
Wages, Salaries, Tips Strike benefits Unemployment Compensation Worker's Compensation Income from self-owned farm or business Food Supplement Program (FSP) Temporary Cash Assistance (TCA) Alimony and Child support Pensions and Retirement Income All Social Security Income, including Supplemental Social Security income	Cash from savings Veteran's payments Disability benefits Interest, Dividends Income from Estates and Trusts Investment Income Income from anyone not living in the household Royalties, Annuities ALL other income
<b>NOTE:</b> Do not report privatized military housing income	

All meals served must meet nutrition standards established by the U.S. Department of Agriculture. If a child has been determined by a doctor to have a disability that would prevent the child from eating a regular school meal, the school will make substitutions prescribed by the doctor at no extra charge for the meal. If you believe your child needs substitutions because of a disability, please contact us for further information.

**Fair Hearing** - You may talk to school officials if you do not agree with the decision about your children's meal benefits or the results of Verification. You also may ask for a fair hearing by calling or writing to:

**Director, Department of Materials Management**  
 16644 Crabbs Branch Way  
 Rockville, MD 20855  
 Telephone: 301-840-8170

**IN ORDER TO RECEIVE FREE OR REDUCED-PRICE MEALS, A NEW MEAL BENEFIT APPLICATION MUST BE COMPLETED EVERY YEAR**

**Confidentiality** - School officials use the information on the application to determine if your children should get free or reduced-price meals. Also, the name and eligibility status of your children may be:

- Given to local Title 1 officials for allocation and evaluation purposes.
- Used for National Assessment of Educational Progress analyses or other authorized purposes.
- Given to other Federal and State education or State health programs.

**No other use of this information is permitted.**

**Apply for Meals** - You may apply for meals anytime during the school year. If you do not qualify now, you may reapply anytime during the school year. If you become unemployed, you may become eligible for meal benefits during the time you are unemployed.

**Verification** - School officials may ask you for proof of your income or Food Supplement Program (FSP) (formerly Food Stamps) or TCA benefits at any time during the school year. If you are unable to provide proof, your children may no longer receive free or reduced-price meals.

Please contact Montgomery County Public Schools for program documents in other languages upon request, or if you need assistance with completing this application: (301) 840-8170 (you may call collect) or Maryland Relay number (800) 735-2258.

You will be notified when your application for meal benefits is approved or denied.

**Please keep the notice of meal benefits approval or denial for your records.**

Sincerely,



**Kathleen C. Lazor**, Director  
 Division of Food and Nutrition Services

In accordance with Federal law and U.S. Department of Agriculture (USDA) 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 Civil Rights, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410 or call (800) 795-3272 (voice) or (202) 720-6382 (TTY). USDA is an equal opportunity provider and employer.

The Maryland State Department of Education does not discriminate on the basis of race, color, sex, age, national origin, religion, disability or sexual orientation in matters affecting employment or in providing access to programs. For inquiries related to Department policy please contact Equity Assurance and Compliance Branch, Office of the State Superintendent, Maryland State Department of Education, 200 West Baltimore Street, Baltimore, Maryland 21201-2595, (410) 767-0433 Voice - (410) 767-0431 FAX - (410) 333-6422 TTY/TDD.