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Part 1: Check the box if this is the first time a school meal application is being completed for any child.

Part 2: Check the box "All children in the household." List each child's name, date of birth, grade and school. If a child receives regular income, such as SSI payments or wages from a job, list the amount and how often it is received in the last column. Do not list occasional earnings like babysitting.

Part 3: Report all incomes for all adult household members.

Names: List the first and last name of each adult living in your household, related or not (such as grandparents, other relatives, or friends), including yourself. Include a household member temporarily away from home such as a college student. Attach another page if necessary.

No Income: Check this column if a person has no income.

Gross Monthly Wages and Salaries: Next to each adult's name list the **gross income** earned from work before taxes and other deductions (*not* take-home pay). Next to each amount, write in how often the income is received (for example, weekly, every two weeks, twice per month, monthly).

All Other Incomes: List **all other amounts** received on a regular basis from any source. For self-employment, list *net* income (after business expenses).

Part 4: If your children are approved for meal benefits, this information may be shared with MN health insurance programs to identify eligible children. Leave the boxes blank to allow sharing of information.

Part 5: An adult household member must sign the form and provide their Social Security Number. If the person signing the form does not have a Social Security Number, they may indicate this by checking the box.

HOW TO APPLY BY COMPLETING A LUNCH APPLICATION:

Our school provides healthy meals each day. Elementary breakfast costs \$1.50; lunch costs \$2.25; Middle/High school breakfast costs \$1.50; lunch costs \$2.40. Your children may qualify for free meals or for reduced-price meals. The reduced price for lunch is 40 cents and reduced-price breakfasts are served at no charge. To apply for free or reduced-price school meals, complete the enclosed Application for Educational Benefits following the instructions on the first page. This also helps our school qualify for additional education funds and discounts. Return your completed Application for Educational Benefits to: Tracie Erickson, Food Service Account Supervisor, Delano Public Schools, 700 Elm Avenue East, Delano, MN 55328.

- 1. Who can get free or reduced price meals:** Children in households participating in Food Stamps, Minnesota Family Investment Plan (MFIP), or Food Distribution Program on Indian Reservations (FDPIR) and most foster children can get free meals regardless of your income. Also, your children can get free or reduced-price meals if your household income is within the income shown for your household size on the chart on the first page. An Application for Educational Benefits cannot be approved if any required information is missing.
- 2. I get WIC. Can my children get free meals?** Children in households participating in WIC may be eligible for free or reduced price meals. Please fill out an Application for Educational Benefits.
- 3. Should I fill out an application if I got a letter this school year saying my children were directly certified for free meals based on data from the MN Department of Human Services?** Do not fill out an application for children who have already received approval for free or reduced-price meals for this school year. Call the school if you have questions.
- 4. Will the information I give be checked?** Yes, we may ask you to send written proof.
- 5. If I don't qualify now, may I apply later?** Yes, you may apply at any time during the school year if your income goes down, household size goes up, or if you start getting Food Stamps, MFIP, or FDPIR benefits.
- 6. What if I disagree with the school's decision about my application?** You should talk to school officials. You also may ask for a hearing.
- 7. May I apply if someone in my household is not a U.S. citizen?** Yes. You or your children do not have to be U.S. citizens for your children to qualify for free or reduced price meals.
- 8. Who should I include as members of my household?** You must include yourself and all other people living in the household, related or not (such as grandparents, other relatives, or friends.) Include a household member who is temporarily away such as a college student.
- 9. What if my income is not always the same?** List the amount that you normally get. 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.
- 10. How will the information I provide be kept?** Information you provide about your household income or public assistance will be protected as private data. Your child's approval for free or reduced-price meals is also private data. The back page of the Application for Educational Benefits has details about data privacy.

If you have other questions, call Tracie Erickson, Food Service Account Supervisor at 763/972-3365, x2136.

We will notify you when your application is approved or denied.