

FREQUENTLY ASKED QUESTIONS ABOUT FREE AND REDUCED PRICE MEALS

Dear Parent/Guardian:

This letter is intended for parents who have children enrolled at either a family day care home or a child care center, or participants of an adult day care centers. We are required to provide meal benefits for all enrolled participants. Please help us comply with the requirements of the U.S. Department of Agriculture's (USDA) Child and Adult Care Food Program (CACFP) by completing the Meal Benefit Form included in this packet. Below are some common questions and answers to help you with the process.

1. WHO CAN GET FREE OR REDUCED PRICE MEAL REIMBURSEMENT?

Providers with participants in their care that meet the following criteria:

- All enrolled participants in households receiving benefits from State SNAP, the Food Distribution Program on Indian Reservations (FDPIR) or State TANF/FEP for **Child Care Centers**.
- All enrolled participants in households receiving benefits from State SNAP, FEP (TANF), FDPIR, Medicaid, or WIC for **Family Day Care Homes**.
- All enrolled participants in households receiving benefits from State SNAP, FDPIR, SSI, or Medicaid for **Adult Day Care Centers**.
- State Foster children that are under the legal responsibility of a foster care agency or court are eligible for free meals.
- Children participating in their school's Head Start program are eligible for free meals.
- A provider may qualify to receive a higher reimbursement for meal benefits if your household income falls at or below the limits on this chart. This will help your provider to continue to offer nutritious meals to your enrolled participants.

FEDERAL ELIGIBILITY INCOME CHART FOR JULY 1, 2016 - JUNE 30, 2017			
Household size	Yearly	Monthly	Weekly
1	21,978	1,832	423
2	29,637	2,470	570
3	37,296	3,108	718
4	44,955	3,747	865
5	52,614	4,385	1,012
6	60,273	5,023	1,160
7	67,951	5,663	1,307
8	75,647	6,304	1,455
Each additional person:	7,696	642	148

2. **DO I NEED TO FILL OUT AN APPLICATION FOR EACH ENROLLED PARTICIPANT?** No. Use one Free and Reduced Price Meals Application for all enrolled participants in your household. We cannot approve an application that is not complete, so be sure to fill out all required information.
3. **CAN I APPLY ONLINE?** Yes! You are encouraged to complete an online application instead of a paper application if you are able. The online application has the same requirements and will ask you for the same information as the paper application.
4. **MY HOUSEHOLD APPLICATION WAS APPROVED LAST YEAR. DO I NEED TO FILL OUT A NEW ONE?** Yes. Your household application is only good for one year.
5. **WILL THE INFORMATION I GIVE BE CHECKED?** Possibly. We may also ask you to send written proof of the household income you report.

6. IF I DON'T QUALIFY NOW, MAY I APPLY LATER? Yes, you may apply at any time during the current year. For example, children with a parent or guardian who becomes unemployed may become eligible for free and reduced price meals if the household income drops below the income limit.
7. MAY I APPLY IF SOMEONE IN MY HOUSEHOLD IS NOT A U.S. CITIZEN? Yes. You, your children, or other household members do not have to be U.S. citizens for your provider to receive Free and Reduced Price benefits.
8. WHAT IF MY INCOME IS NOT ALWAYS THE SAME? List the amount that you normally receive. For example, if you normally make \$1000 each month, but you missed some work last month and only made \$900, put down that you made \$1000 per month. If you normally get overtime, include it, but do not include it if you only work overtime sometimes. If you have lost a job or had your hours or wages reduced, use your current income.
9. WHAT IF SOME HOUSEHOLD MEMBERS HAVE NO INCOME TO REPORT? Household members may not receive some types of income we ask you to report on the application, or may not receive income at all. Whenever this happens, please write a 0 in the field. However, if any income fields are left empty or blank, those will also be counted as zeroes. Please be careful when leaving income fields blank, as we will assume you meant to do so.
10. WE ARE IN THE MILITARY. DO WE REPORT OUR INCOME DIFFERENTLY? Your basic pay and cash bonuses must be reported as income. If you get any cash value allowances for off-base housing, food, or clothing, it must also be included as income. However, if your housing is part of the Military Housing Privatization Initiative, do not include your housing allowance as income. Any additional combat pay resulting from deployment is also excluded from income.
11. WHAT IF THERE ISN'T ENOUGH SPACE ON THE APPLICATION FOR MY FAMILY? List any additional household members on a separate piece of paper, and attach it to your application.

If you have other questions or need help, call your provider.