

GARDEN GROVE UNIFIED SCHOOL DISTRICT (2011-2012)
10331 Stanford Avenue, GARDEN GROVE, CA 92840 • (714) 663-6155

APPLICATION INSTRUCTIONS FOR FREE AND REDUCED PRICE MEALS
(Translations are available at your school office)

Dear Parent or Guardian:

The Garden Grove Unified School District takes part in the National School Lunch and School Breakfast Programs. Meals are served every school day. Students may buy lunch for \$1.50 at the elementary schools, \$2.00 at the intermediate schools and \$2.50 at the high schools. Students may buy breakfast at selected sites. Eligible students may receive meals free or at a reduced price of 40 cents for lunch and 30 cents for breakfast. If you now get Food Stamps, California Work Opportunity and Responsibility to Kids (CalWORKs), Kinship Guardianship Assistance Payments (KinGAP), Food Distribution Program on Indian Reservations (FDPIR) benefits. (See "HOW TO APPLY – FOOD STAMP BENEFITS" below.) If your total *household* income is the same or below the amounts on the income scale below, your child may receive free or reduced price meals. "**Household**" means a group of related or non-related individuals who are living as one economic unit and sharing *living expenses*. "Living expenses" include rent, clothes, food, doctor bills and utility bills. (See "HOW TO APPLY – INCOME HOUSEHOLDS" below.) A foster child, who is the legal responsibility of the welfare agency or ward of the court, may receive free or reduced priced meals regardless of income. (See "HOW TO APPLY – FOSTER CARE" below.)

HOW TO APPLY

To apply for free or reduced price meals for your child(ren) carefully complete the attached "**Application for Free and Reduced Price Meals**", sign it, and return it to the school as soon as possible. The application cannot be approved unless it contains complete eligibility information.

FOOD STAMP, CalWORKs, KIN-GAP, AND FDPIR BENEFITS - Complete Section A with each child's name, and food stamp, CalWORKs, or FDPIR case number. **AN ADULT HOUSEHOLD MEMBER MUST SIGN THE APPLICATION IN SECTION C. No social security number is required.**

FOOD DISTRIBUTION PROGRAM ON INDIAN RESERVATIONS (FDPIR) - Households participating in the Food Distribution Program on Indian Reservations (FDPIR) are categorically eligible for free meals or milk. The FDPIR is authorized by Section 4(b) of the Food Stamp Act of 1977. Under this section, eligible households may elect to participate in either the Food Stamp Program or the FDPIR. Since households are afforded the option to participate in either program, FDPIR households have been determined to receive the same categorical benefits as Food Stamp households.

FOSTER CARE CHILDREN or CHILDREN PLACED IN OUT-OF-HOME CARE – In Section A, write the name of the child and the specific school the child attends. If the child receives personal-use income, list the amount of income. Personal-use income is (a) money given by the welfare office identified by category for the child's personal use, such as clothing, school fees, and allowances; and (b) all other money the child receives, such as money from family and earnings from full-time or regular part-time employment. **The foster parent or agency official must sign the application.** The last four digits of a Social Security Number are **not** necessary.

SOCIAL SECURITY NUMBER - The application must have the last four numbers of the social security number of the adult who signs it. If the adult does not have a social security number, write "none" or mark the "I do not have a Social Security Number" box. If a Food Stamp, CalWORKs, Kin-GAP, or FDPIR case number for the child is listed, or if the application is for a foster child, a social security number is **not** needed.

INCOME HOUSEHOLDS (wages, salary, pensions, etc.) – To apply for free or reduced-price meals for your child(ren), complete the attached *Application for Free and Reduced-price Meals*, sign it, and return it to the school as soon as possible. The application cannot be approved unless it contains complete eligibility information. If you **do not** list a FS, CalWORKs, Kin-GAP, or FDPIR case number for **each** student listed on the application, you must enter the following:

- The names of all the school-age children in your household and the school(s) they attend.
- The names of all other children in your household who do not attend any school.
- The names of all the adults and other household members, the amount each person received last month, and the source of income.
- The last four digits of the social security number of the adult household member who signs the application or mark the "I do not have a Social Security Number" box.

An application must be completed, with all household members and income listed, for a child who is living with relatives or friends, whether or not the child is a ward of the court.

An adult household member must sign the application in Section C.

The following are guidelines only, as to whether you **QUALIFY** for the lunch program. Free or Reduced status will be established when the application is processed.

INCOME ELIGIBILITY GUIDELINES

July 1, 2011 - June 30, 2012

Household Size	Twice				
	Year	Month	Per Month	Every Two Weeks	Week
1*	\$ 20,147	\$ 1,679	\$ 840	\$ 775	\$ 388
2	27,214	2,268	1,134	1,047	524
3	34,281	2,857	1,429	1,319	660
4	41,348	3,446	1,723	1,591	796
5	48,415	4,035	2,018	1,863	932
6	55,482	4,624	2,312	2,134	1,067
7	62,549	5,213	2,607	2,406	1,203
8	69,616	5,802	2,901	2,678	1,339

For each additional family member, add:
 \$ 7,067 \$ 589 \$ 295 \$ 272 \$ 136

This scale does not apply to households that receive Food Stamps, Kin-Gap, or FDPIR benefits or children who are recipients of CAL Works. Those children are automatically eligible for free meal benefits.

* A household of one means a child who his or her sole support. Household is synonymous with family and means a group of related or unrelated individuals who are not residents of an institution or boarding house, but who are living as one economic unit sharing housing and all significant income and expenses.

CURRENT INCOME - The amount of income each household member received **last month**, before taxes or anything else is taken out, **and** where it came from, such as earnings, welfare, pensions, and other income. If any amount **last month** was more or less than usual, write the usual monthly income or project the annual income.

To calculate monthly income: **Weekly x 4.33; every two weeks x 2.15; twice a month x 2.**

INCOME TO REPORT

<u>EARNINGS FROM WORK</u>	<u>WELFARE CHILD SUPPORT ALIMONY</u>	<u>PENSIONS RETIREMENT SOCIAL SECURITY</u>	<u>OTHER INCOME</u>
Wages, Salaries, and tips, strike benefits, unemployment compensation, workers' compensation, net income from self-owned business or farm.	Public assistance payments, welfare payments, welfare payments, alimony, and child support payments	Pensions, supplemental security income, retirement payments, Social Security income (SSI) (including SSI a child receives).	Disability benefits; cash withdrawn from savings; interest and dividends; income from estates, trusts, and investments; regular contributions from persons not living in the household; net royalties and annuities; net rental income; any other income

APPLYING FOR BENEFITS - You may apply for benefits at any time during the school year. If you are not eligible now but your income goes down, you lose your job, or your family size becomes larger, or you become eligible for Food Stamp, CalWORKs, Kin-GAP, or FDPIR benefits you may submit an application at that time.

VERIFICATION - The information on the application may be checked by school officials at any time during the school year. You may be asked to send information to prove your income or current eligibility for Food Stamps, CalWORKs, Kin-GAP, or FDPIR benefits. Refer to the application for more detailed explanation.

MEALS FOR DISABLED - If you believe your child needs a food substitute or texture modification because of a disability, please contact the school. A child with a disability is entitled to a special meal at no extra charge if the disability prevents the child from eating the regular school meal.

WIC PARTICIPANTS – If you currently receive benefits under the Special Supplemental Nutrition Program for Women, Infants, and Children – better known as the WIC Program, your child **may** be eligible for free or reduced-price meals. You are encouraged to complete an application and return it to the school for processing.

NONDISCRIMINATION - Children who receive free or reduced priced meals must be treated in the same manner as those children who pay full price for their meals.

FAIR HEARING - If you do not agree with the school's decision regarding your application or the result of verification, you may discuss it with the school. You also have the right to a fair hearing. A fair hearing can be requested by calling or writing the following school official:

Agnes Lally, Director of Food Services
10331 Stanford Avenue, Garden Grove, CA 92840
(714) 663-6155

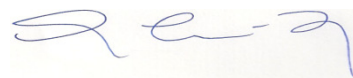
CONFIDENTIALITY - Family size, household income, and Social Security number information will remain confidential and will not be shared for any purpose. Information you provide will determine your child(ren)s eligibility to receive free or reduced - price meals.

If you have any questions or need assistance in completing the application, please contact:

Food Services
10331 Stanford Avenue, Garden Grove, CA 92840
• (714) 663-6155

You will be notified by the Food Service office with a letter distributed by your school, whether your application is approved for free or reduced price meals or denied.

Sincerely,



Agnes Lally
Director, Food Services

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, gender, sex, age, or disability.

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call (202) 720-5964 (voice and TDD). 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.
