



POWAY UNIFIED SCHOOL DISTRICT

July 2011

2011-2012 APPLICATION FOR FREE AND REDUCED-PRICE MEALS

Dear Parent or Guardian:

The Poway 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 \$2.50 at elementary schools and \$3.00 at middle and high schools. Breakfast is served at Los Peñasquitos, Midland, Pomerado, Rolling Hills, and Valley elementary schools for \$1.50. Breakfast is also served at Meadowbrook Middle School, Mt. Carmel High School, Poway High School, and Westview High School for \$1.75. Eligible students may receive meals free or at a reduced price of \$0.40 for lunch and \$0.30 for breakfast.

- **This district participates in Direct Certification:** If you now receive CalFresh, California Work Opportunity and Responsibility to Kids (CalWORKs), Kinship Guardianship Assistance Payments (KinGAP), or benefits from the Food Distribution Program on Indian Reservations (FDPIR), your child may be eligible to receive free meals. **Households receiving CalFresh, CalWORKs, KinGAP, or FDPIR benefits for their children, AND WHO RECEIVE A LETTER FROM US, do not have to complete an application** (see "HOW TO APPLY" below).
- If your total household income is the same or less than the amounts on the income scale below, your child may receive meals free or at a reduced price. 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.
- A foster care child who is the legal responsibility of the welfare agency or ward of the court is eligible to receive meals free regardless of your income. Foster children must be included on the application along with all other children in your household. (See "HOW TO APPLY – FOSTER CARE..." below)

HOW TO APPLY

If you or your enrolled children currently receive CalFresh, CalWORKs, KinGAP, or FDPIR benefits, DO NOT COMPLETE AN APPLICATION. School officials will notify you by mail of your enrolled child(ren)'s eligibility for free meals. If you are not contacted by August 11, but think your child(ren) are eligible for free meals, please contact Food and Nutrition; you may need to submit an application at that time. Eligible children will be provided free meal benefits, unless their families tell the school that they do not want the benefits. List each child's name and your CalFresh, CalWORKs, KinGAP, or FDPIR case number. **AN ADULT HOUSEHOLD MEMBER MUST SIGN THE APPLICATION IN SECTION C.**

FOSTER CARE CHILDREN or CHILDREN PLACED IN OUT-OF-HOME CARE— Any foster child in the household is eligible for free meals regardless of income. Foster children **who are the legal responsibility of the welfare agency or are a ward of the court should be included on the application with all other children.** 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.**

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 enter a CalFresh, CalWORKs, KinGAP, or FDPIR case number for **each** student listed on the application, you must enter the following information (see top of next column):

- The names of all 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 school. (Please write "N/A" under "Name of School")
- The names of all adults (21 years and older) and other household members, the amount each person received last month, how often they receive it and the source of income.
- The last four (4) digits of the social security number of the adult household member who signs the application or check the box that says "I do not have a Social Security Number."

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.

INCOME ELIGIBILITY GUIDELINES

July 1, 2011 - June 30, 2012

Household Size	Income				
	Year	Month	Twice 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

*A household of one means a child in out-of-home care, or a pupil who is his/her sole support.

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 Civil Rights, Room 326-W, Whitten Building, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410 or call (202) 720-6382 (TTY). USDA is an equal opportunity provider and employer.

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 (see chart below). Also, please indicate how often each person receives the income such as monthly, twice per month, every two weeks or weekly. Income calculations are based on annual figures and the following formulas: Monthly = annual income divided by 12; Twice Per Month = annual income divided by 24; Every Two Weeks = annual income divided by 26; and Weekly = annual income divided by 52. All dollar amounts are rounded up to the next whole dollar.

INCOME TO REPORT

EARNINGS FROM WORK	WELFARE, CHILD SUPPORT, ALIMONY	PENSIONS, RETIREMENT, SOCIAL SECURITY	OTHER INCOME
Gross wages, salaries and tips, strike benefits, unemployment compensation, workers' compensation, net income from self-owned business or farm	Public assistance 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

FOOD DISTRIBUTION PROGRAM ON INDIAN RESERVATIONS (FDPIR)—Households participating in the FDPIR are categorically eligible for free meals. 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 CalFresh 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 CalFresh households.

SOCIAL SECURITY NUMBER—The application **must** have the **last four (4) digits of the** social security number of the adult who signs it. If the adult does not have a social security number, please check the box that says “I do not have a Social Security Number.” If a CalFresh, CalWORKs, KinGAP, or FDPIR case number for the child is listed, or if the application is for a foster child only, a social security number is not required.

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, your family size becomes larger, or you become eligible for CalFresh, CalWORKs, KinGAP, or FDPIR benefits, you may submit an application at that time. You may be required to show proof of income.

VERIFICATION—School officials may check the information on the application at any time during the school year. You may be asked to send information to prove your income, or current eligibility for CalFresh, CalWORKs, KinGAP, or FDPIR benefits. Refer to the application for a 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 price 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 Food and Nutrition office. You also have the right to a fair hearing. A fair hearing may be requested by calling or writing the following school official:

Malliga Tholandi, Associate Superintendent, Business Support Services, 15250 Avenue of Science, San Diego, CA 92128-3406, (858) 521-2800.

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:

Name: Lauri Patton
Telephone: (858) 668-2570

MAIL APPLICATIONS TO:

Food and Nutrition Department
12225 Kirkham Road, Ste. 100
Poway, CA 92064

Once your application has been processed you will be notified by the Food and Nutrition Department whether your child(ren) has been approved or denied for free or reduced price meals.

Sincerely,



Babre (Lou) Lewis
Director of Food and Nutrition