LETTER TO PARENTS
FREQUENTLY ASKED QUESTIONS ABOUT FREE AND REDUCED PRICE SCHOOL MEALS

Dear Parent/Guardian:

Children need healthy meals to learn. Republic R-III School District offers healthy meals every school day. Breakfast costs $1.15 elementary; $1.30 MS/HS; lunch costs $2.40 elementary; $2.60 MS/HS. Your children may qualify for free meals or for reduced price meals. Reduced price is FREE for breakfast and $0.40 for lunch. This packet includes an application for free or reduced price meal benefits, and a set of detailed instructions. Below are some common questions and answers to help you with the application process.

1. WHO CAN GET FREE OR REDUCED PRICE MEALS?
   - All children in households receiving benefits from the Food Stamp Program/Supplemental Nutrition Assistance Program (SNAP), the Food Distribution Program on Indian Reservations (FPDPR) or Temporary Assistance/Temporary Assistance for Needy Families (TANF), are eligible for free meals.
   - 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.
   - Children who meet the definition of homeless, runaway, or migrant are eligible for free meals.
   - Children may receive free or reduced price meals if your household's income is within the limits on the Federal Income Eligibility Guidelines. Your children may qualify for free or reduced price meals if your household income falls at or below the limits on this chart.

     | Household Size | Annually  | Monthly  | Weekly  |
     |----------------|----------|----------|---------|
     | 1              | $23,107  | $1,926   | $445    |
     | 2              | 31,284   | 2,607    | 602     |
     | 3              | 39,461   | 3,289    | 759     |
     | 4              | 47,638   | 3,970    | 917     |
     | 5              | 55,815   | 4,652    | 1,074   |
     | 6              | 63,992   | 5,333    | 1,231   |
     | 7              | 72,169   | 6,015    | 1,388   |
     | 8              | 80,346   | 6,696    | 1,546   |
     | For each add'l person add | + 8,177 | + 682    | + 158   |

2. HOW DO I KNOW IF MY CHILDREN QUALIFY AS HOMELESS, MIGRANT, OR RUNAWAY? Do the members of your household lack a permanent address? Are you staying together in a shelter, hotel, or other temporary housing arrangement? Does your family relocate on a seasonal basis? Are any children living with you who have chosen to leave their prior family or household? If you believe children in your household meet these descriptions and haven’t been told your children will get free meals, please call or e-mail Student Services at (417) 735-3715.

3. DO I NEED TO FILL OUT AN APPLICATION FOR EACH CHILD? No. Use one Free and Reduced Price School Meals Application for all students in your household. We cannot approve an application that is not complete, so be sure to fill out all required information. Return the completed application to: Republic R-III School District Food Service Office 636 N. Main, Republic, MO 65738.

4. SHOULD I FILL OUT AN APPLICATION IF I RECEIVED A LETTER THIS SCHOOL YEAR SAYING MY CHILDREN ARE ALREADY APPROVED FOR FREE MEALS? No, but please read the letter you got carefully and follow the instructions. If any children in your household were missing from your eligibility notification, contact Republic R-III School District Food Service Office 417-735-3753 or email carrie.vasquez@republicschools.org immediately.

5. MY CHILD'S APPLICATION WAS APPROVED LAST YEAR. DO I NEED TO FILL OUT A NEW ONE? Yes. Your child’s application is only good for that school year and for the first few days of this school year. You must send in a new application unless the school told you that your child is eligible for the new school year.

6. 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 send in an application.

7. WILL THE INFORMATION I GIVE BE CHECKED? Yes. We may also ask you to send written proof of the household income you report.

8. IF I DON'T QUALIFY NOW, MAY I APPLY LATER? Yes, you may apply at any time during the school 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.
9. 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 by calling or writing to: Superintendent of Schools 518 N. Hampton Ave., Republic, MO 65738.

10. 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 to apply for free or reduced price meals.

11. 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.

12. 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.

13. 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, or receive Family Subsistence Supplemental Allowance payments, 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.

14. 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. Contact Republic R-III School District Food Service Office 636 N. Main, Republic, MO 65738 to receive a second application.

15. MY FAMILY NEEDS MORE HELP. ARE THERE OTHER PROGRAMS WE MIGHT APPLY FOR? To find out how to apply for the Food Stamp Program/SNAP or other assistance benefits, contact your local assistance office or call 1-855-373-4636.

If you have other questions or need help, call 417-735-3753.

Sincerely,

Food Service Office
636 N. Main
Republic, MO 65738
417-735-3753

USDA Non-discrimination Statement:

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

(1) mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, DC 20250-9410;

(2) fax: (202) 690-7442; or

(3) email: program.intake@usda.gov.

This institution is an equal opportunity provider.
**How to Apply for Free or Reduced Price School Meals**

**Please use a pen (not a pencil) when filling out the application and do your best to print clearly.**

*Redacted text due to excessive redactions.*

**Step 1: List all household members who are infants, children, and students up to and including grade 12.**

**Step 2: Do any household members currently participate in SNAP, TANF, or FDPI-R?**

<table>
<thead>
<tr>
<th>Member</th>
<th>Relationship</th>
<th>Income Source</th>
<th>Other Information</th>
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</tbody>
</table>

**Step 3: Report income for all household members.**

**Step 4: Additional information.**

- Additional child’s name and address.
- Additional child’s school name and address.
- Additional child’s school and grade level.
- Additional child’s attendance status.
- Additional child’s Social Security Number.
- Additional child’s enrollment information.
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- Additional child’s Social Security Number.
- Additional child’s enrollment information.

**Additional instructions:**

- If any time you are asked to verify information or if your child is absent from school, please contact the school district.
- If you have any questions or need assistance with the application, contact the school district.
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STEP 4: CONTACT INFORMATION AND DAD/TAG SIGNATURE

Provide current information. Write your full name and address on the bottom of the form. Your signature must be legible and clear. Sign the application and place it in the box marked "Signature of applicant".

Read the application.

There is no income information on this application. The family income information is provided by the applicant who has the household number and is responsible for completing the entire application.

Full name of household member.

Address of household member.

Telephone number of household member.

Social Security Number of household member.

Date of birth of household member.

Relationship of household member to the student.

Date of household member's marriage.

Divorce decree.

Date of separation.

Date of death.

Renter or owner.

If you are renting a home, provide the name of the landlord.

If you own the home, provide the name of the mortgage company.

Name of the bank or mortgage company.

Account number.

Loan number.

Monthly mortgage payment.

Monthly rent.

Other income.
REQUEST FOR INFORMATION

(Complete one form per family)

Please answer the question below by checking the appropriate box. The following information is a request adopted by the General Assembly in 2010 requiring school districts to determine whether or not all children in a family have health insurance.

Does each child in your family have healthcare insurance?

☐ YES

☐ NO

MO HealthNet (Medicaid) is considered healthcare insurance.

If NO is checked the school district will provide the Does Your Child Need Healthcare Coverage form for the family.

Completion of this form is not a condition of determining meal eligibility. The Free and Reduced Price Meals Family Application will be reviewed regardless of your response to this Request for Information.

Submit this request with your Free and Reduced Price School Meals Family Application or return to your school/school district.

Printed name of parent/guardian: _____________________________________________

Mailing Address: ____________________________________________________________

City: ___________________________ State: _________ Zip Code: ___________

The Department of Elementary and Secondary Education does not discriminate on the basis of race, color, religion, gender, national origin, age, or disability in its programs and activities. Inquiries related to Department programs and to the location of services, activities, and facilities that are accessible by persons with disabilities may be directed to the Jefferson State Office Building, Office of the General Counsel, Coordinator – Civil Rights Compliance (Title VI, §504/ADA/Age Act), 6th Floor, 205 Jefferson Street, P.O. Box 480, Jefferson City, MO 65102-0480; telephone number 573-526-4757 or TTY 800-735-2966; email civilrights@dese.mo.gov.
**Step 1:** Mail Completed Form To Republic R-11 School District Food Service Office 636 N. Main, Republic, MO 65738

**Step 2:** Report Income for All Household Members (skip this step if you answered "Yes" to Step 2)

- Do any child receive TANF, SNAP, or EIP (Circle one: Yes/No)

<table>
<thead>
<tr>
<th>Child's First Name</th>
<th>MI</th>
<th>Child's Last Name</th>
<th>Grade</th>
<th>Building Name</th>
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**Step 4:** Complete one application per household. Please use a pen (not a pencil)

Date Received by LEA (Locally) Only

2019-2020 Application for Free and Reduced Price School Meals