

**FOR IMMEDIATE RELEASE**  
**JULY 25, 2013**

## **Eligible Families Encouraged to Apply for Free or Reduced-Price Meals for 2013-14 School Year**

In order to receive free or reduced-price meals in conjunction with the National School Lunch Program for the 2013-14 school year, parents/guardians are encouraged to complete and return the required application.\*

School and Community Nutrition Services (SCNS) mailed a 2013-14 meal application packet to all Jefferson County Public Schools (JCPS) student households the week of July 15. Look for the colorful packet with a salad on the cover. A self-addressed, postage-paid return envelope is included in the packet.

Applications are also available at the following locations:

- Online at: [www.ApplyForLunch.com](http://www.ApplyForLunch.com) or [www.JCPSFood.org](http://www.JCPSFood.org)
- All Jefferson County Public Schools beginning **August 9**
- School and Community Nutrition Services, C. B. Young Jr. Service Center, 3001 Crittenden Drive, Room 152B
- VanHoose Education Center, 3332 Newburg Road, beginning **August 5**
- Upon request by calling **495-7080**

The information provided on the application will be used for the purpose of determining eligibility and may be verified at any time during the school year. Applications may be submitted at any time during the year.

Household size and income criteria (listed below) will be used to determine eligibility. Students from families whose income is at or below the levels shown may be eligible for free or reduced-price meals. An application must be completed each school year and cannot be approved unless it contains complete eligibility information. Once approved, meal benefits are good for the entire school year. You do not need to notify the organization of changes in income and household size. In addition, you may apply at any time during the school year. For example, if a household member becomes unemployed or if the household size changes, the student may become eligible for free or reduced-price meals.

\*JCPS participates in direct certification. State agencies identify students who are prequalified for free meals. If known, households are notified as students are matched and eligibility is confirmed. Households that receive direct certification notification letters do not need to complete an application for the student(s) listed. If there are additional students in the household, parents/guardians should contact Nutrition Services at **485-3681** to have the students added.

**SNAP/K-TAP/FDPIR**—If any household member receives SNAP (Supplemental Nutrition Assistance Program), K-TAP (Kentucky Transitional Assistance Program), or Food Distribution Program on Indian Reservations (FDPIR) benefits, all students in the household are eligible for free meals. If known, households with SNAP or K-TAP benefits will be notified by mail of their free eligibility status by **July 25**. If notification is not received, an application should be submitted. SNAP/K-TAP households that need to submit an application are only required to list the child's name, SNAP/KTAP case number, and signature of adult household member. Free meal benefits are extended to all children in the household. If children are not listed on the notice(s), parents/guardians should contact Nutrition Services at **485-3681**.

**Foster Children**—Foster children are categorically eligible for free meals. If known, households with foster children will be notified by mail of their free eligibility status by **July 25**. If notification is not received, an application should be submitted. Foster children may be included on a foster family application if the foster family chooses to also apply for benefits for other children. Including children in foster care as household members may help other children in the household qualify for meal benefits. If the family is not eligible for free or reduced-price meal benefits, it does not prevent the foster child from qualifying.

**Homeless, Migrant, or Runaway Children** may be eligible for free breakfast and lunch. They should contact JCPS Homeless Education Office at **485-3650** and then complete an application to determine eligibility.

**WIC/Medicaid**—Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) participants and/or Medicaid recipients may be eligible for free or reduced-price meals and should complete an income application.

**Head Start**—Head Start students qualify for free meals. If known, households with Head Start students will be notified by mail of their free eligibility status by **September 13**.

To find out how to apply for SNAP or other assistance benefits, contact the local assistance office at **595-4732** or **1-800-372-2973**.

Households that have not received a notification of free eligibility should complete an application and return it as soon as possible to assist with prompt processing and approval. A new application is needed every school year unless a notification letter is received stating that the student is eligible for the new school year. Only one application needs to be completed for each household. All students within the household should be included on one application, even if they attend different schools.

Eligibility from the previous year will continue through **September 13**. If a new 2013-14 application has not been received and processed by **September 13** and the student has not been directly certified, the carryover eligibility will expire and those students will pay full price for school meals beginning **September 16**. Schools will not send a notice of pending expired eligibility.

Households must provide the following information on the application:

- Total household income listed by gross amount received, type of income (e.g., gross wages, child support, etc.) and how often the income is received by each household member
- Names of all household members
- Signature of an adult household member certifying the information provided is correct
- Last four digits of the Social Security number of the adult signing the application or check the box indicating that the signer does not have a Social Security number.

Students can receive free or reduced-price meals if the household gross income is within the free or reduced-price guidelines on the Federal Income Eligibility Guidelines chart below.

**Income Eligibility Guidelines  
Effective from July 1, 2013, to June 30, 2014**

Household Size	Free Meal Scale is 130% of Federal Poverty Level					Reduced-Price Meal Scale is 185% of Federal Poverty Level				
	Annual	Monthly	Twice per Month	Every 2 Weeks	Weekly	Annual	Monthly	Twice per Month	Every 2 Weeks	Weekly
1	14,937	1,245	623	575	288	21,257	1,772	886	818	409
2	20,163	1,681	841	776	388	28,694	2,392	1,196	1,104	552
3	25,389	2,116	1,058	977	489	36,131	3,011	1,506	1,390	695
4	30,615	2,552	1,276	1,178	589	43,568	3,631	1,816	1,676	838
5	35,841	2,987	1,494	1,379	690	51,005	4,251	2,126	1,962	981
6	41,067	3,423	1,712	1,580	790	58,442	4,871	2,436	2,248	1,124
7	46,293	3,858	1,929	1,781	891	65,879	5,490	2,745	2,534	1,267
8	51,519	4,294	2,147	1,982	991	73,316	6,110	3,055	2,820	1,410
Each additional family member, add	+5,226	+436	+218	+201	+101	+7,437	+620	+310	+287	+144

**To determine annual income:**

- If you receive the income every week, multiply the total gross income by 52.
- If you receive the income every two weeks, multiply the total gross income by 26.
- If you receive the income twice a month, multiply the total gross income by 24.
- If you receive the income monthly, multiply the total gross income by 12.

Remember to report the total income before taxes, Social Security, health benefits, union dues, or other deductions. The total income includes wages, tips, child support, alimony, unemployment, pensions, retirement income, disability, interest/dividends, etc. The information provided on applications will be checked, and JCPS Nutrition Services may also ask for written proof.

**Please note the following:**

- Seasonal workers may project their annual income and report it as their current income. They may use last year's income as a guide if it will be about the same.
- If income fluctuates, households should list the amount they normally receive.
- Combat pay is not counted as income.
- Parents/Guardians and students do not need to be U.S. citizens to qualify for free or reduced-price meals.

Families with questions or needing assistance completing forms should contact Nutrition Services at **485-3681**.

Families who disagree with the district's decision about an application should contact SCNS. A hearing may be requested by writing the Application Review Committee, School and Community Nutrition Services, 3001 Crittenden Drive, Room 133, Louisville, KY 40209. A hearing can also be requested by calling SCNS.

**Nondiscrimination Statement:** The U.S. Department of Agriculture (USDA) prohibits discrimination against its customers, employees, and applicants for employment on the bases of race, color, national origin, age, disability, sex, gender identity, religion, reprisal, and where applicable, political beliefs, marital status, familial or parental status, sexual orientation, or if all or part of an individual's income is derived from any public assistance program, or protected genetic information in employment or in any program or activity conducted or funded by the Department. (Not all prohibited bases will apply to all programs and/or employment activities.)

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or e-mail at [program.intake@usda.gov](mailto:program.intake@usda.gov).

Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339; or (800) 845-6136 (in Spanish).

USDA is an equal opportunity provider and employer.

For more information about free and reduced-price meal applications, contact Julia O. Bauscher, SCNS director, at **485-3186**.

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