

Dear Parent/Guardian:

Children need healthy meals to learn. **Richland School District Two** offers healthy meals every school day. Your children may qualify for free or reduced price meals. Reduced price is **.30** for breakfast and **.40** for lunch.

**FEDERAL INCOME CHART**  
Effective from July 1, 2013 to June 30, 2014

Household Size	Annual	Monthly	Twice Per Month	Every Two Weeks	Weekly
(1)	\$ 21,257	\$ 1,772	\$ 886	\$ 818	\$ 409
(2)	28,694	2,392	1,196	1,104	552
(3)	36,131	3,011	1,506	1,390	695
(4)	43,568	3,631	1,816	1,676	838
(5)	51,005	4,251	2,126	1,962	981
(6)	58,442	4,872	2,436	2,248	1,124
(7)	65,879	5,490	2,745	2,534	1,267
(8)	73,316	6,110	3,055	2,820	1,410
Each additional person	+7,437	+620	+310	+287	+144

Your children may qualify for free or reduced price meals if your household income falls within the limits on this chart.

- Do I need to fill out an application for each child?** No. Complete 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: Richland Two Food Services 124 Risdon Way Columbia, SC 29223 (803)419-2735.**
- How long will it take for my application to get processed?** It can take up to 10 days for your application to get processed. **You will be responsible for all debt incurred during processing.**
- Who can get funds?** Children in households getting SNAP or TANF benefits and foster children can get free meals regardless of your income. Also, your children can get free price meals if your household income is within the free limits on the Federal Income Guidelines.
- Can homeless, runaway and migrant children get free meals?** Please call **Abby Cobb 803-691-4870 ext 31603** to see if your child(ren) qualify, if you have not been informed that they will get free meals.
- Who can get reduced price meals?** Your children can get low cost meals if your household income is within the reduced price limits on the Federal Income Chart, shown on this application.
- Should I fill out an application if I got a letter this school year saying my children are approved for free or reduced price meals?** Please read the letter you got carefully and follow the instructions. Call food services at 803-419-2735 if you have questions.
- I get WIC. Can my child(ren) get free meals?** Children in household participating in WIC may be eligible for free or reduced price meals. Please fill out application.
- Will the information I give be checked?** Yes, we may ask you to send written proof.
- My child's application was approved last school year. Do I need to fill out another one?** Yes. A new application must be submitted annually.
- If I don't qualify now, may I apply later?** Yes. You may apply at any time during the school year if your household size goes up, income goes down, or if you start getting SNAP, TANF or other benefits. If you lose your job, your child(ren) may be able to get free or reduced price meals.
- What if I disagree with the school's decision about my application?** You should talk to school foodservice office. You also may ask for a hearing by calling or writing to: Jack Carter 124 Risdon Way Columbia, SC 29223 803-736-3774
- May I apply if someone in my household is not a U.S. citizen?** Yes. You or your child(ren) do not have to be a U.S. citizen to qualify for free or reduced price meals.
- Who should I include as members of my household?** You must include all people living in your household, related or not (such as grandparents, other relatives, or friends). You must include yourself and all children who live with you.
- What if my income is not always the same?** List the amount that you normally get. For example, if you normally get \$1,000 each month, but you missed some work last month and only got \$900, put down that you get \$1,000 per month. If you normally get overtime, include it, but not if you get it only sometimes.
- We are in the military; do we include our housing allowance as income?** If your housing is part of the Military Housing Privatization Initiative, do not include your housing allowance as income. All other allowances must be included in your gross income.
- My spouse is deployed to a combat zone. Is his/her combat pay counted as income?** No. if the pay was not received prior to deployment then do not include it with your income.

**If you have other questions or need help, call 803-419-2735. Si necesita ayuda, or favor llame al telefono: [phone number]. Si vous voudriez d'aide, contactez nous au numero 803-419-2735.**

Privacy Act Statement: This explains how we will use the information you give us. The Richard B. Russell National School Lunch Act requires the information on this application. You do not have to give the information, but if you do not, we cannot approve your child for free or reduced price meals. You must include the last four digits of the social security number of the adult household member who signs the application. The social security number is not required when you apply on behalf of a foster child or you list a SNAP or TANF Program case number or for your child or when you indicate that the adult household member signing the application does not have a social security number. We will use your information to determine if your child is eligible for free or reduced price meals, and for administration and enforcement of the lunch and breakfast programs. WE MAY share your eligibility information with education, health, and nutrition programs to help them evaluate, fund, or determine benefits for their programs, auditors for program reviews, and law enforcement officials to help them look into violations of program rules. Non-discrimination Statement: This explains what to do if you believe you have been treated unfairly. "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 Adjudication, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410 or call toll free (866) 632-9992 (Voice). 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."