

# **SCHOOL YEAR 2024-2025**

## **PUBLIC**

## **ANNOUNCEMENT**

The **Washington TWP Food Service Department** announced today, August 20, 2024, that low cost, nutritious school lunches and/or breakfasts and/or milk are available to all children enrolled in the school. Meals, snacks and/or milk will be provided free or at a reduced price to children living in households whose gross incomes are at or below those shown for their household size on the income scale on the attached document. The School Meal Benefits and Summer EBT Application is available to the households of all children enrolled in the school.

Application forms are available on the school's website and at your child's school. Applications can be submitted at any time during the school year. If a household member becomes unemployed or the household size or income changes during the school year, parents are encouraged to contact the school so that all children receive the proper benefits. For the school officials to determine eligibility, the household must provide the following information listed on the application: names of all household members; household income received by each household member; type of income; frequency of income such as weekly, every two weeks, twice a month or monthly; and the signature and last four digits of the social security number of an adult household member certifying that the information provided is correct. The information provided by parents on the application will be kept confidential and will be used only for determining eligibility.

Foster children, Head Start enrollees, homeless, migrant and runaway children, as defined in 7 CFR 245.2, are categorically eligible for free meals or free milk. Households receiving assistance under NJ SNAP or Temporary Assistance for Needy Families (TANF) for their children will be notified of their eligibility for free benefits unless the household notifies the school that it chooses to decline benefits. Households receiving assistance under NJ SNAP or TANF should only submit an application if they are not notified of their eligibility by a specified date determined by the school. Households with children that are certified participants in SNAP or TANF may submit school meal applications for their children using the abbreviated information as indicated on the school meal application and instructions. WIC participants may also be eligible for free and reduced-price meals. Parents/guardians should contact their child's school for more information.

The school will advise parents of their child's eligibility within 10 working days of receipt of the application. Any parent dissatisfied with the eligibility determination may contact the school to request an informal conference or may appeal the decision by requesting a formal hearing.

For up to 30 operating days into the new school year (or until a new eligibility determination is made, whichever comes first) an individual child who was determined as free or reduced price eligible during the previous year will continue with this determination. When children move to a new LEA, either at the beginning of the new school year or during the summer months, the new LEA is encouraged to use the former LEA's eligibility determination from the previous school year and carry over the child's eligibility status. Once determinations are completed, school officials are required to verify three percent of the approved free and reduced-price applications on file. For additional information, contact your child's school.

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 (including gender identity and sexual orientation), 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, audiotope, 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 discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at:

<https://www.usda.gov/sites/default/files/documents/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA.

The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

- (1) Mail: U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410;
- (2) fax: (202) 690-7442; or
- (3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov).

This institution is an equal opportunity provider.

The following school districts and charter schools participate in these programs:

<b>Name of school district(s) participating in one or more of the School Nutrition Programs, such as the National School Lunch Program, School Breakfast Program, After School Snack Program or Special Milk Program.</b>
DISTRICT/CHARTER SCHOOL
Washington TWP Board of Education
JM/July 2024