

Charleston County School District

Nutrition Services

Dear Parent/Guardian:

2017-2018 School Year

Children need healthy meals to learn. Charleston County School District offers healthy meals every school day. Breakfast costs \$1.40 and lunch costs \$2.25 for all students. Reduced price breakfast costs \$.30 and reduced price lunch costs \$.40.

Federal Income Chart
Effective July 1, 2017 to June 30, 2018

Household Size	Annual	Monthly	Twice Per Month	Every Two Weeks	Weekly
(1)	22,311	1,860	930	859	430
(2)	30,044	2,504	1,252	1,156	578
(3)	37,777	3,149	1,575	1,453	727
(4)	45,510	3,793	1,897	1,751	876
(5)	53,243	4,437	2,219	2,048	1,024
(6)	60,976	5,082	2,541	2,346	1,173
(7)	68,709	5,726	2,863	2,643	1,322
(8)	76,442	6,371	3,186	2,941	1,471

Your child may qualify for free **OR** reduced price meals if your gross household income falls within the limits on this chart.

If your income exceeds the guidelines, it is not necessary for you to apply.

For each Additional Family member	+7,733	+645	+323	+298	+149
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There is one way to apply: (1) Complete a traditional paper application;

Frequently asked questions:

- 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.
- Who can get free meals?** Children in households getting SNAP (formerly Food Stamps) or TANF and foster children can get free meals regardless of your income. Also, your children can get free meals if your household income is within the free limits on the Federal Income Guidelines.
- 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 Guidelines.
- 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.
- My child's application was approved last year. Do I need to fill out another one?** Yes. Your child's application is only good for that school year and the first few days of this school year. You must send in a new application unless you received a Notice of Predetermined Eligibility.
- What if my income is not always the same?** List the gross amount that you normally get. For example, if you normally get \$1000 each month, but you missed some work last month and only got \$900, put down that you get \$1000 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 combat pay is received in addition to basic pay because of deployment and it wasn't received before being deployed, combat pay is not counted as income. Contact the processing office at 746-1375 for more information.
- Can homeless, runaway, migrant and head start children get free meals?** Yes, children who meet the definition of homeless, runaway, or migrant qualify for free meals. Children in the head start program qualify for free meals. If you haven't been told your children will get free meals and you meet the homeless runaway or migrant definition please call or e-mail Sonya Jones at 843-937-6519 or sonya_jones@charleston.k12.sc.us to see if they qualify. If your child is approved for the Head Start program and is not receiving free meals please call or e-mail Ethel Stormer at 843-901-3973 or ethel_stormer@charleston.k12.sc.us
- I get WIC. Can my child(ren) get free meals?** Children in households participating in WIC may be eligible for free or reduced price meals. Please fill out an application.

11. **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 the Office of Nutrition and Food Services at 746-1375 (outside Charleston, call toll free at 1-800-241-8898) if you have questions.
12. **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.
13. **Will the information I give be checked?** Yes, we may ask you to send written proof.
14. **How will I know if my application is approved?** You will be notified by mail once a determination has been made. Your child's meal status will automatically download to the cafeteria computer system. **Benefits begin the day your application is processed and approved in the business office. Please note that students new to the district must pay full price for meals until their applications are approved.** If you do not receive a notification letter, or to check on the status of your application, contact the cafeteria manager at your child's school or call the processing office at 746-1375.
15. **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 Food Stamps, TANF or other benefits. If you lose your job, your child(ren) may be able to get free or reduced price meals.
16. **What if I disagree with the school's decision about my application?** You should talk to Kaneshia Robinson, Free & Reduced Priced Meals Coordinator at 843-746-1375 (outside Charleston, call toll-free at 1-800-241-8898). You also may ask for a hearing by writing to: Director, Office of Nutrition and Food Services, 3999 Bridge View Drive, Charleston, SC 29405.
17. **My family needs more help. Are there other programs we might apply for?** To find out how to apply for SNAP or other assistance benefits, contact your local assistance office or call your school for assistance.

To receive free or reduced price meals during the 2014-15 school year, your child must have a **new** application on file. We cannot approve an application that is incomplete or illegible. **Fill out all required information and print clearly.** Mail your completed application to: School Meals Application, CCSD Office of Nutrition and Food Service, 3999 Bridge View Drive, Charleston, SC 29405 **or** return it to your child's school. If you prefer, you can also apply online at www.LunchApplication.com.

All applications are sent to the Office of Nutrition and Food Services where they are processed and kept on file. Information reported on your application is kept strictly confidential and your child will not be overtly identified if approved to receive free or reduced price meals. All cafeterias are equipped with a Point of Sale computer system which allows every student to have a personal serving number regardless of meal status.

If you have other questions or need help, call 746-1375 (outside Charleston, call toll-free at 1-800-241-8898).

Sincerely,

*Kaneshia P. Robinson, Coordinator
Free and Reduced Price School Meals Program*

Las solicitudes en español están disponibles en la escuela de su niño(a).
¿Preguntas? ¿Necesita Ayuda? Llame al (843) 860-5891

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 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 Food Stamp Program, Temporary Assistance for Needy Families (TANF) Program, 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.

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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 (Spanish). USDA is an equal opportunity provider and employer.