

**Meal Benefit Application for Free and Reduced-Price School Meals**

**July 1, 2017 – June 30, 2018**

Apply online: [FCPS.org](http://FCPS.org)

Complete one application per household.

For more information, read **Instructions for Applying** or call: 301-644-5061

**Step 1** List all enrolled children (if more spaces are required for additional names, attach another sheet of paper).

Children in Foster Care and children who meet the definition of Homeless, Migrant, Runaway, Head Start, Early Head Start or Even Start are eligible for free meals. If all enrolled children meet the definition of Homeless, Migrant, Runaway, Head Start, Early Head Start or Even Start, complete Step 1 then skip to Step 4.

First and Last Names of All ENROLLED Children in FCPS	Check (✓) all that apply:	OPTIONAL																																								
	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th>Foster Child</th> <th>Homeless</th> <th>Migrant</th> <th>Runaway</th> <th>Head Start Early Head Start</th> <th>Even Start</th> </tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> </table>	Foster Child	Homeless	Migrant	Runaway	Head Start Early Head Start	Even Start																									<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th>School Name</th> <th>Grade</th> </tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> </table>	School Name	Grade								
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**Step 2** Do any Household Members (including you) currently participate in one or more of the following assistance programs: Food Supplement Program (FSP) or Temporary Cash Assistance (TCA)? Circle one: **Yes** **No**

If you answered **NO**, complete Step 3. Case Number:   
 If you answered **YES**, provide a case number then go to Step 4. Case Number:

**Step 3** Report Income for ALL Household Members (skip this step if you answered YES to Step 2)

List all Household Members (including yourself) even those who do not receive income. For each Household Member who receives income, report total income and how often for each source in whole dollars only. If they do not receive income from any source, write '0'. If you enter '0' or leave any fields blank you are certifying (promising) that there is not income to report.  
**How often = Weekly, Bi-Weekly, Twice a Month, Monthly, Yearly.**

First and Last Names of ALL Household Members	Earnings from Work	Child Support, Alimony, Public Assistance	Pensions, Retirement, Other Income																														
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Total Household Members (Children and Adults):   Last Four Digits of Social Security Number (SSN) of Primary Wage Earner or Other Adult Household Member:

**Step 4** Contact information and Adult Signature Mail completed form to: Frederick County Public Schools, FNS Office, 33 Thomas Johnson Drive, Frederick, MD 21702

I certify (promise) that all information on this application is true and that all income is reported. I understand that this information is given in connection with the receipt of Federal funds, and that school officials may verify (check) the information. I am aware that if I purposely give false information, my children may lose meal benefits, and I may be prosecuted under applicable State and federal laws. I understand my child's eligibility status may be shared as allowed by law.

Printed Name:	Signature:
Street Address:	
Date:	Phone #:

**Step 5** OPTIONAL: Children's Racial and Ethnic Identities

We are required to ask for information about your children's race and ethnicity. This information is important and helps to make sure we are fully serving our community. Responding to this section does not affect your children's eligibility for free or reduced-price meals.

**Ethnicity (Check One):**  Hispanic or Latino  Not Hispanic or Latino

**Race (Check one or more):**  American Indian or Alaskan Native  Asian  Black or African American  Native Hawaiian or Other Pacific Islander  White

**Step 6** Sharing Information with Other Programs

The eligibility status of your children may be used for other authorized purposes, shared with local Title I officials, and used for National Assessment of Educational Progress analyses. Your family may also be eligible to receive benefits under FSP or the Women, Infants, and Children (WIC) Program.

To share your information with these programs, **we must have your permission**. Your decision will not change whether your children receive free or reduced-price meals. If you want information shared with FSP or WIC, check (v) the YES box below. You may be contacted about submitting an application for the FSP or WIC.

YES, I want information shared from the Free and Reduced-Price Meal Benefit Application with  FSP and/or  WIC

Children eligible for free or reduced-price school meals may also be able to get free or low-cost health insurance through Medicaid or the MD Children's Health Insurance Program (MCHIP). The law allows us to inform Medicaid and MCHIP that your children are eligible for free or reduced-price meals, unless you say NO. Your decision will not change whether your children receive free or reduced-price meals. If you do **NOT** want information shared with Medicaid or MCHIP, check (v) the NO box:  NO

**DO NOT FILL OUT THIS SECTION. FOOD & NUTRITION SERVICES OFFICE USE ONLY**

Annual Income Conversion: Weekly x 52, Every 2 Weeks x 26, Twice a Month x 24, Monthly x 12

Total Income (Children and Adults): \$   Weekly  Every 2 Weeks  Twice a Month  Monthly  Yearly

Eligibility:  Free  Categorically Eligible  Reduced  Paid

Determining Official's Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Confirming Official's Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Verifying Official's Signature: \_\_\_\_\_ Date: \_\_\_\_\_