

Free and Reduced Meal Application FAQs

Application Completion Tips:

- Read all of the letter to household and the application instruction page.
- Review the application form prior to completing it.
- All household members on one application—you only have to do one application!
- Include all children and adults in the household. Do not forget small children and children who have graduated from school.
- Each foster child needs his/her own, individual application.
- If your child receives food stamps, TANF, FDPIR, CalWORKS, or Kin-GAP, be sure to put his/her case number on the application—it helps with qualifying for free or reduced meals.
- Don't forget to sign your application! Unsigned applications cannot be processed.

How do I speed up my application approval?

- Use **BLACK** or **BLUE** ink.
- Print Clearly.
- Use your students name as it appears on their Birth Certificate.
- List all Other Household Members, anyone under the age of 21 in Section A, all adults in Section B.
- Fill in the complete nine digit Social Security Number for the signer or check on the "I do not have a SSN" box if you don't have one.
- **SIGNATURE IS REQUIRED**
- Foster Child must be on separate form

Do I need to fill out an application for each child?

- No. Complete one application for your household. We cannot approve an incomplete application, so be sure to fill out all required information. Return the completed application to the School Office, the school cafeteria or the District office to the Food Service Supervisor.

Who can receive free meals?

- Your child can get free meals if your household income is within the limits for free or reduced meals on the Federal Income Guidelines.
- Also, free meals are available to most foster children and children in households receiving benefits from Food Stamps, Temporary Assistance to Needy Families (TANF), or Food Distribution Program on Indian Reservations (FDPIR).

Can homeless, runaway and migrant children get free meals?

- Yes. If you have or are a homeless, runaway or migrant child and have not been informed that your child will get free meals, please contact the Food Services Supervisor Rosy Ayers at (925) 634-3521 x 5651; ayersr@luhsd.net; 20 Oak Street Brentwood, CA 94513.

My children qualified for free meals last year; do I need to complete an application this year?

- Yes. All households must complete an application each year.

I received a letter saying my children are approved for free meals for this school year. Should I fill out an application?

- Please carefully read the letter you received and follow the instructions. Call or write Food Service Supervisor Rosy Ayers (925) 634-3521 x5651; ayersr@luhsd.net if you have questions.

I receive WIC (Women, Infants and Children) benefits. Can my child get free meals?

- Children in households participating in WIC may be eligible for reduced price or free meals. Please fill out an application.

Will the information I give be checked?

- Yes, we may ask you to send written proof of the information you give.

If I don't qualify now, may I apply later?

- You may apply at any time during the school year if your household size goes up, or if your income goes up or down by \$50 or more a month, or if you start getting Food Stamps, TANF or other benefits. If you lose your job, your child may be able to get free meals.

What if I disagree with the school's decision about my application?

- Please call Rosy Ayers, Food Service Supervisor at 925-634-3521 x5651.
- You also may ask for a hearing by calling or writing to Eric Volta, Superintendent Liberty Union High School District 20 Oak Street Brentwood, CA 94513; voltae@luhsd.net; (925) 634-2166 x 2025.

May I apply if someone in my household is not a U.S. citizen?

- Yes. Neither you nor your child have to be a U.S. citizen to qualify your child to receive free meals.

Who should I include as members of my household?

- Include yourself, all children who live with you and all other people living in your household, related or not (such as grandparents, other relatives, or friends).

What if my income is not always the same?

- Normally you will list the amount that you normally receive BEFORE deductions. For example, if you normally receive \$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 are normally paid for overtime, include it. Please contact the Food Service Supervisor Rosy Ayers if you have any questions (925) 634-3521 x5651; ayersr@luhsd.net

Are applications available in other languages?

- Yes. Applications are available in English and Spanish.