

2020-2021 PENNSYLVANIA HOUSEHOLD APPLICATION FOR FREE AND REDUCED PRICE SCHOOL MEALS AND SPECIAL MILK PROGRAM (One application per household)

STEP 1: List all household members who are infants, children, and students up to and including grade 12. (If more spaces are required for additional names, attach another sheet of paper). Definition of household member: *"Anyone who is living with you and shares income and expenses, even if not related."* Children in foster care and children who meet the definition of homeless, migrant or runaway are eligible for free meals. Read how to apply for free and reduced price school meals for more information.

Child's First Name	MI	Child's Last Name	Grade	Student Y/N	Check all that apply
				Click	Click
				Click	Click
				Click	Click
				Click	Click
				Click	Click

STEP 2: Do any household members (including you) currently participate in one or more of the following assistance programs: SNAP or TANF?

9 Digit Case Number
Click to enter #

If NO, go to STEP 3. If YES, Write the case number, then go to STEP 4. (do not complete STEP 3).

STEP 3: Report income for all household members (Skip this step if you answered "Yes" to STEP 2).

Are you unsure what to include here? Review the charts titled "Sources of Income" for more information. The "Sources of Income for Children" chart will help you with the Child Income section. The "Sources of Income for Adults" will help you with the All Adult Household Members section.

A. CHILD INCOME

Sometimes children in the household earn or receive income. Please include the TOTAL income received by all household members listed in STEP 1 here.

Child Income	How often?
\$ Click to enter amount.	Choose an item.

B. ALL ADULT HOUSEHOLD MEMBERS (including yourself): List all household members not listed in STEP 1 (including yourself) even if they do not receive income. For each household member listed, if they do receive income, report total gross income (before taxes) for each source in whole dollars (no cents) only. If no income is received from any source, write 0. If you enter "0" or leave any fields blank, you are certifying (promising) that there is no income to report.

Name of Adult Household Members (First and Last)	Earnings from Work	How Often?	Public Assistance/Child Support/Alimony	How Often?	Pensions/Retirement/All Other Income	How Often?
Click to enter.	\$ Click to enter.	Choose an item.	\$ Click to enter .	Choose an item.	\$ Click to enter .	Choose an item.
Click to enter.	\$ Click to enter.	Choose an item.	\$ Click to enter.	Choose an item.	\$ Click to enter.	Choose an item.
Click to enter.	\$ Click to enter.	Choose an item.	\$ Click to enter.	Choose an item.	\$ Click to enter.	Choose an item.
Click to enter.	\$ Click to enter.	Choose an item.	\$ Click to enter.	Choose an item.	\$ Click to enter.	Choose an item.

Click to enter.	\$ Click to enter.	Choose an item.	\$ Click to enter.	Choose an item.	\$ Click to enter.	Choose an item.
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Total Household Members: Click to enter text. Last 4 digits of Social Security Number (SSN) of Primary Wage Earner of Other Household Member Click to enter text. Check if no SSN ☐

STEP 4 Contact Information and Adult Signature
MAIL COMPLETED FORM TO YOUR CHILD'S SCHOOL

I certify(promise) that all of the 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.

Street Address (if available)	Apt #	City	State	Zip	Daytime Phone	Email
Click to enter text.		Click to enter text.	Click	Click to enter text.	Click to enter text.	Click or tap here to enter text.
Printed name of adult signing the form		Signature of Adult Typed name indicates certification of Signature of Adult.			Date	
Click to enter text.		Click to enter text.			Click to enter a date.	

INSTRUCTIONS Sources of Income

Sources of Income for Children Sources of Child Income Example(s)		Sources of Income for Adults		
- Earnings from work	- A child has a regular full or part-time job where they earn a salary or wages -	Earnings from Work	Public Assistance / Alimony / Child Support	Pensions / Retirement / All Other Income
-Social Security • Disability Payments • Survivor's Benefits	- A child is blind or disabled and receives Social Security benefits - A parent is disabled, retired, or deceased, and their child receives Social Security benefits	- Gross Salary, wages, cash bonuses - Net income from self-employment (farm or business) * Reporting Annual Income is	- Unemployment benefits - Worker's compensation - Supplemental Security Income (SSI) - Cash assistance from State or local government - Alimony payments - Child support payments - Veteran's benefits - Strike benefits	- Social Security (including railroad retirement and black lung benefits) - Private pensions or disability benefits - Regular income from trusts or estates - Annuities - Investment income - Earned interest - Rental income - Regular cash payments from outside household
- Income from person outside the household	- A friend or extended family member regularly gives a child spending money -	allowable for seasonal or self-employment		
- Income from any other source	- A child receives regular income from a private pension fund, annuity, or trust	- If you are in the U.S. Military: - Basic pay and cash bonuses (do NOT include combat pay, FSSA or privatized housing allowances)		

		- Allowances for off-base housing, food, and clothing		
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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 is optional and does not affect your children's eligibility for free or reduced price meals.

Ethnicity (check one): ☐ Hispanic ☐ 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

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 last four digits of the social security number is not required when you apply on behalf of a foster child or you list a Supplemental Nutrition Assistance Program (SNAP), Temporary Assistance for Needy Families (TANF) Program or Food Distribution Program on Indian Reservations (FDPIR) case number or other FDPIR identifier 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.

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, 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 complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at:

http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

mail: U.S. Department of Agriculture

Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, SW Washington, D.C. 20250-9410

fax: (202) 690-7442; or

email: program.intake@usda.gov.

This institution is an equal opportunity provider.

*** All Household Applications must be returned to your child's school for processing.**

DO NOT FILL OUT FOR SCHOOL USE ONLY

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

Total Income: _____ Per : ☐ Week, ☐ Every 2 Weeks, ☐ Twice A Month, ☐ Monthly, ☐ Yearly, Household Size: _____ Date Withdrawn: _____

Eligibility: ☐ Free ☐ Reduced ☐ Denied Reason: _____ ☐ Categorically Eligible ☐ Other Source Categorically Eligible

Determining Official's Signature: _____

Confirming Official's Signature (cannot be the Determining Official): _____ Date: _____

Signature of School Employee Completing Verification: _____ Date: _____

