

Free and Reduced Meal Application FAQs

What can I do to speed my applications approval?

- Use your student's name as it appears on their birth certificate. Include all appropriate surnames.
- Do not hold the application. Fill it out and submit immediately.
- Use **black or blue** ink only
- **Print Clearly**
- List all Household Members
- Fill in the last 4 digits of the Social Security Number for the signer or write "NONE"
- **SIGNATURE IS REQUIRED**

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

No. Complete one application listing all students in your household. Incomplete applications cannot be processed. Return the completed application to the Food Services Office, the School Office or the Cafeteria Manager.

Have the income eligibility guidelines changed from last school year?

Yes the eligibility guidelines have changed from last year and you do need to fill out a new application if you feel you still qualify for the meal benefits.

Can homeless, runaway and migrant children receive free meals?

Yes. Other categorically eligible children are those who meet the definition of "migrant, homeless, or runaway". If you are a homeless, runaway or migrant child, please contact the Pupil Personnel Services at (410) 588-5282 for assistance in completing an application.

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

Every application **MUST** be renewed each new school year. If you received a letter for the *current* school year, then *no*, you do not have to fill out a new application. Please carefully read the letter you received and follow the instructions. Make sure that **all** of your children living in the household are listed on the letter as being eligible for meal benefits. Call the Food & Nutrition office at 410 638-4078 if you have questions.

Who can receive Reduced Price meals?

Your child can receive low cost meals if your household income is within the reduced price limits on the Eligibility Guidelines. Please fill out an application.

I receive Food Stamps and/or WIC (Women, Infants and Children) benefits. Does my child receive free meals?

Children in households participating in Food Stamp Program and/or WIC may be eligible for reduced price or free meals. Please fill out an application.

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

You may apply at any time during the school year.

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

Contact Gary Childress, Supervisor of Food Services at 410 638-4078.

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?

Please contact the Food & Nutrition Department for further instructions. Normally you will list the amount you receive BEFORE deductions. For example, if you normally receive \$1,000 each month, but you missed some work last month and only received \$900, put down that you receive \$1,000 per month. If you are regularly paid for overtime, include it.

Why is it necessary to use the same name as it appears on the Birth Certificate?

HCPS uses the birth date and name information from the Birth Certificate for registration, the only way the application can be properly matched is by using the same information. Listing incomplete names, nicknames and family abbreviations will slow down the application process. Please include all appropriate surnames.

Why do you list All Other Household Members?

The consideration for approval of an application is based income and the total number of household members. Therefore, it is required to list all members of the household.

If I have a student living at home that goes to a private school, charter school, or Pre-K school, should I include them on the application?

Yes, include them as "Household Members" on the form.