

Memorandum

Date: June 20, 2019
To: All School Food Authorities
From: Mary Burks, Director of School Support
Subject: 2019-2020 Free/Reduced Price Meal Application

Enclosed is a copy of the 2019-2020 Prototype Application for Free and Reduced Price Meals to be printed front and back on letter size paper. There are no changes by USDA or MDE from the School Year (SY) 2018-2019 Prototype Application. Only the School Year needs to be changed. Also included are letters/forms titled:

- Sharing Information with Medicaid/CHIP
- Income Eligibility Guidelines
- How to Apply for Free and Reduced Price School Meals
- Community Eligibility Provision Sample Letter to Households

These items can also be found on the Child Nutrition (CN) web site at <https://mdek12.org/OCN/SS>.

As a reminder, the income reported on the 2019-2020 Free/Reduced Price Meal Application should reflect the most current income per household. USDA defines **Current income** (on page 24 of the Eligibility Manual) *as the gross income received by a household, before deductions, for the current month, or the amount projected for the first month for which the application is filled out, or for the month prior to application. The Local Education Agency cannot accept and process applications before the beginning of the federally defined School Year, which is July 1.*

If you have additional questions, please contact your program specialist or the Help Desk at (601) 576-5000.

19-22-CN

Attachments

This institution is an equal opportunity provider.