

**Public Announcement
Special Milk Program (Free Milk Option) Only**

_____ today announced its policy for free milk for those students unable to pay under the Special Milk Program (Free Milk Option). The following household size and income criteria will be used for determining eligibility.

INCOME ELIGIBILITY GUIDELINES
(Effective from July 1, 2009, to June 30, 2010)

Household Size	Free Meals 130% Federal Poverty Guideline				
	Annual	Monthly	Twice Per Month	Every Two Weeks	Weekly
1	14,079	1,174	587	542	271
2	18,941	1,579	790	729	365
3	23,803	1,984	992	916	458
4	28,665	2,389	1,195	1,103	552
5	33,527	2,794	1,397	1,290	645
6	38,389	3,200	1,600	1,477	739
7	43,251	3,605	1,803	1,664	832
8	48,113	4,010	2,005	1,851	926
For each additional family member, add	4,862	406	203	187	94

Children from households that meet Federal guidelines are eligible for free milk. **Complete one application per household for all children that attend the same school district.**

Application forms are being sent to all homes with a letter to parents or guardians. To apply for free milk benefits, households must complete the application as soon as possible, sign it, and return it to the school. Additional copies of the application form are available in the principal's office in each school. Households should answer all applicable questions on the form. An application which does not contain all the required information cannot be processed and approved by the school. Women, Infants, and Children (WIC) participants **may** be eligible for free milk and are encouraged to complete an application for milk benefits.

The required information is as follows:

SNAP/TANF HOUSEHOLDS: If you received a **letter** from the school stating that your child was directly certified for free milk, **you do not have to complete this application to receive milk benefits.** Households that currently receive Supplemental Nutritional Assistance Program (SNAP) or Temporary Assistance for Needy Families (TANF) for their child(ren), only have to list the child(ren)'s name and SNAP or TANF case number and sign the application. **Applications listing LINK card numbers cannot be used for free milk.**

ALL OTHER HOUSEHOLDS: If a household's income is at or below the level shown on the income scale, children are eligible for free milk. Households must provide the following information: (1) the names of all household members, (2) the social security number of the adult household member signing the application, or indicate if the adult does not have a social security number, (3) the amount of income each household member received last month, how frequently it is paid, and where it came from (wages, child support, etc.), and (4) the signature of an adult household member.

The information on the application may be checked by school or other officials at any time during the school year.

Households may apply for benefits at any time during the school year. Households that are not eligible now but have a decrease in household income, an increase in household size, or a household member becomes unemployed should fill out an application at that time.

In certain cases, foster children are eligible for free milk regardless of the household income. Households that have foster children living with them and wish to apply for free milk for them should complete the application. Homeless, migrant, runaway youth, or Head Start Children are categorically eligible for free milk. Please follow instructions and return the form to school.

Households that do not agree with the ruling of the official may wish to discuss it with the school. Households also have the right to a fair hearing. This can be done by calling or writing the following official:

(Title)

(Address)

(Telephone Number)

In accordance with Federal law and U. S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. To file a complaint of discrimination, write USDA, Director, and Office of Civil Rights, 1400 Independence Avenue SW, Washington, D.C. 20250-9410 or call (800) 795-3272 or (202) 720-6382 (TTY). USDA is an equal opportunity provider and employer.