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MARANA
UNIFIED SCHOOL DISTRICT

July 1, 2016

Dear Parent/Guardian:
Children need healthy meals to learn. **Marana Unified School District** offers healthy meals every school day.

Breakfast: no-charge
Gladden Farms, Estes, Butterfield, Thorndale, Roadrunner, Picture Rocks, DeGrazia, Quail Run, Marana Middle, Tortolita Middle, ACE, and MCAT

*Breakfast is provided in the classroom at these schools.

Elementary Breakfast: $1.00
Coyote Trail, Ironwood, Twin Peaks, and Rattlesnake Ridge
High School Breakfast: $1.25
Marana High and Mountain View

*No charge for students qualifying for Reduced-Price Meal Benefits

Lunch:
Elementary-$2.25 Middle Schools-$2.40 High Schools-$2.50

*Students qualifying for Reduced-Price Meal Benefits will be charged $0.40 for lunch at all schools.

Your children may qualify for free meals or for reduced-price meals. This packet includes an application for free or reduced-price meal benefits, as well as a set of detailed instructions. Below are some common questions and answers to help you with the application process.

1. WHO CAN GET FREE MEALS?

   a. All children in households receiving benefits from **SNAP, FDPIR (Food Distribution Program on Indian Reservations)** or **TANF**, can get free meals regardless of your income.

   b. Foster children that are under the legal responsibility of a foster care agency or court are eligible for free meals.

   c. Children participating in their school's Head Start Program are eligible for free meals.

   d. Children who meet the definition of homeless, runaway, or migrant are eligible for free meals.

   e. Children can get free or reduced-price meals if your household's gross income is within the limits on the Federal Income Eligibility Guidelines. Your children may qualify for free or reduced-price meals if your household income falls at or below the limits on this chart.

Federal Eligibility Income Chart for School Year 2016-2017			
Household Size	Yearly Income	Monthly Income	Weekly Income
1	$21,978	$1,832	$423
2	$29,637	$2,470	$570
3	$37,296	$3,108	$718
4	$44,955	$3,747	$865
5	$52,614	$4,385	$1,012
6	$60,273	$5,023	$1,160
7	$67,951	$5,663	$1,307
8	$75,647	$6,304	$1,455
Each additional person:	+$7,696	+$642	+$148

2. HOW DO I KNOW IF MY CHILDREN QUALIFY AS HOMELESS, MIGRANT, OR RUNAWAY? Do the members of your household lack a permanent address? Are you staying together in a shelter, hotel, or other temporary housing arrangement? Does your family relocate on a seasonal basis? Are any children living with you who have chosen to leave their prior family or household? If you believe children in your household meet these descriptions and haven't been told your children will get free meals, please call or e-mail Dr. Cindy Ruich 520-616-3013 or C.T.Rucih@maranausd.org.

3. DO I NEED TO FILL OUT AN APPLICATION FOR EACH CHILD? No. *Use one Free and Reduced-Price School Meals Application for all students in your household.* We cannot approve an application that is not complete, so be sure to fill out all required information. Return the completed application to: School's Café Supervisor or the District Food Service Office at 11279 W. Grier Rd, Marana, Az 85653.

4. SHOULD I FILL OUT AN APPLICATION IF I RECEIVED A LETTER THIS SCHOOL YEAR SAYING MY CHILDREN ARE APPROVED FOR FREE MEALS? No, but please read the letter you got carefully. If any children in your household were missing from your eligibility notification, contact MUSD District Food Services Office at 520-682-4734 immediately.

5. CAN I APPLY ONLINE? Yes! You are encouraged to complete an online application instead of a paper application if you are able. The online application has the same requirements and will ask you for the same information as the paper application. Visit www.maranausd.org\food to begin.

6. MY CHILD'S APPLICATION WAS APPROVED LAST YEAR. DO I NEED TO FILL OUT ANOTHER ONE? Yes. Your child's application is only good for that school year and for the first few days of this school year through 9/21/2016. You must send in a new application unless the school told you that your child is eligible for the new school year. If you do not send in a new application that is approved by the school or you have not been notified that your child is eligible for free meals, your child will be charged the full price for meals.

7. I GET WIC. CAN MY CHILD(REN) GET FREE MEALS? Children in households participating in WIC may be eligible for free or reduced-price meals. Please fill out an application.

8. WILL THE INFORMATION I GIVE BE CHECKED? Yes. We may also ask you to send written proof of the household income you report.

9. IF I DON'T QUALIFY NOW, MAY I APPLY LATER? Yes, you may apply at any time during the school year. For example, children with a parent or guardian who becomes unemployed may become eligible for free and reduced-price meals if the household income drops below the income limit.

10. WHAT IF I DISAGREE WITH THE SCHOOL'S DECISION ABOUT MY APPLICATION? You should talk to the MUSD Food Services Meal Benefits Clerk at 520-682-4734. You also may ask for a hearing by calling or writing to: 520-682-4734 OR MUSD Food Services Office at 11279 W. Grier Rd. Marana, AZ 85653.

11. MAY I APPLY IF SOMEONE IN MY HOUSEHOLD IS NOT A U.S. CITIZEN? Yes. You, your children, or other household members do not have to be U.S. citizens to apply for free or reduced-price meals.

12. WHAT IF MY INCOME IS NOT ALWAYS THE SAME? List the amount that you normally receive. For example, if you normally make $1000 each month, but you missed some work last month and only made $900, put down that you made $1000 per month. If you normally get overtime, include it, but do not include it if you only work overtime sometimes. If you have lost a job or had your hours or wages reduced, use your current income.

13. WHAT IF SOME HOUSEHOLD MEMBERS HAVE NO INCOME TO REPORT? Household members may not receive some types of income we ask you to report on the application, or may not receive income at all. Whenever this happens, please write a 0 in the field. However, if any income fields are left empty or blank, those will also be counted as zeroes. Please be careful when leaving income fields blank, as we will assume you meant to do so.

14. WE ARE IN THE MILITARY. DO WE REPORT OUR INCOME DIFFERENTLY? Your basic pay and cash bonuses must be reported as income. If you get any cash value allowances for off-base housing, food, or clothing, it must also be included as income. However, if your housing is part of the Military Housing Privatization Initiative, do not include your housing allowance as income. Any additional combat pay resulting from deployment is also excluded from income.

15. WHAT IF THERE ISN'T ENOUGH SPACE ON THE APPLICATION FOR MY FAMILY? List any additional household members on a separate piece of paper, and attach it to your application. Contact **MUSD Food Services Office at 11279 W. Grier Rd Marana, AZ 85653, 520-682-4734, or email k.z.doty@maranausd.org, or b.a.beringson@maranausd.org** to receive a second application.

16. MY FAMILY NEEDS MORE HELP. ARE THERE OTHER PROGRAMS WE MIGHT APPLY FOR? To find out how to apply for **SNAP** or other assistance benefits, contact your local assistance office or call 1-800-352-8401.

If you have other questions or need help, call **520-682-4734**.

Si necesita ayuda, por favor llame al teléfono: **520-682-4734**.

Sincerely,

Crystal Kalahar
Director of Food Services
Marana Unified School District

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Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, 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: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: program.intake@usda.gov.

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