

Lee County School Food Service
P. O. Box 399 Leesburg, GA 31763 Telephone (229) 903-2127
Family Application for School Year 2023-2024

Dear Parent/Guardian: Children need healthy meals to learn. Lee County Schools offer healthy meals every school day at these prices:

School Level	Full Price Breakfast	Reduced Price Breakfast	Full Price Lunch	Reduced Price Lunch
PRIMARY/ELEMENTARY	\$1.75	\$.30	\$2.75	\$ 0.40
MIDDLE/HIGH	\$1.75	\$.30	\$3.00	\$ 0.40

YOUR CHILDREN MUST PAY FOR MEALS UNTIL YOUR FAMILY APPLICATION HAS BEEN APPROVED. ALL STUDENTS APPROVED LAST YEAR MUST HAVE A 2023-2024 APPLICATION ON FILE BY SEPTEMBER 21, 2023. STUDENTS WITHOUT AN APPROVED APPLICATION ON FILE BY THIS DATE WILL BE REQUIRED TO PAY FULL PRICE UNTIL AN APPLICATION IS COMPLETED AND APPROVED, BENEFITS BEGIN WHEN THE APPLICATION HAS BEEN APPROVED. YOU WILL BE NOTIFIED WHEN YOUR APPLICATION IS APPROVED OR DENIED.



If you have received a NOTICE OF DIRECT CERTIFICATION for free meals, do not complete the application. But call Elizabeth Price (229) 903-2127 to let us know if any children in your household are not listed on the Notice of Direct Certification letter you received.

Below are some common questions and answers to aid in the process of determining your child's eligibility.

- 1. 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 your child's school.**
- 2. Who can get free or reduced-price meals?**
 - All children in households receiving benefits from **SNAP** or **TANF** are eligible for free meals.
 - Foster children that are under the legal responsibility of a foster care agency or court, are eligible for free meals.
 - Children who meet the definition of homeless, runaway, or migrant are eligible for free meals.
 - Children may receive free or reduced-price meals if your household's income is within the limits of the federal Income Eligibility Guidelines. Your children may qualify for free or reduced-price meals if you household income falls at or below the limits on this chart.

FEDERAL ELIGIBILITY INCOME CHART FOR School Year 2023-2024			
Household Size	Annual	Monthly	Weekly
1	26,973	2,248	519
2	36,482	3,041	702
3	45,991	3,833	885
4	55,500	4,625	1,068
5	65,009	5,418	1,251
6	74,518	6,210	1,434
7	84,027	7,003	1,616
8	93,536	7,795	1,799
Each additional person	+ 9,509	+ 793	+ 183

- 3. Should I fill out an application if I received a letter this school year saying my children are already approved for free meals?** No, *but please read the letter you got carefully and follow the instructions. If any children in your household were missing from your eligibility notification, contact Mrs. Price at (229)903-2127 immediately.*
- 4. 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 **Lisa Bailey, Homeless Liaison at (229) 903-2100 or e-mail: Baileyli@lee.k12.ga.us.** **Brooke Stembridge, Federal Programs Director at (229) 903-2100 or email: stembridgebr@lee.k12.ga.us.**
- 5. 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 school this year. You must send in a new application unless the school told you that your child is eligible for the new school year, 2017/18.
- 6. Can I apply online?** Yes! You are encouraged to fill out an online application if you are able. The online application has the same requirement and will ask you for the same information as the paper application. Visit www.schoolcafe.com/lcss. To begin the online process. Contact: Elizabeth Price P. O. Box 399, Leesburg, GA 31763 (229) 903-2127 if you have any questions.
- 7. I will WIC. Can my children 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, and 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 again 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 limits.
- 10. What if I disagree with the school's decision about my application?** You should talk to school officials. You also may ask for a hearing by calling or writing to: Dr. Lawrence T. Walters (Interim), Superintendent Address: P. O. Box 399, Leesburg GA 31763 Phone: (229) 903-2100, email: walterla@lee.k12.ga.us
- 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 qualify 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 \$1,000 each month, but you missed some work last month and only made \$900, put down that you made \$1,000 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 zeros. 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 offbase 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 **Elizabeth Price at (229) 903-2127**, or P. O. Box 399, Leesburg, GA, 31763 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 **1-877-423-4746.**

If you have other questions or need help, call **(229) 903-2127**, or write to **Lee County School Food Service, P. O. Box 399, Leesburg, GA 31763**

Sincerely,

Regina Dunn, Lee County School Nutrition Director This institution is an equal opportunity provider.