

# 2020-21 Craven County Schools Free and Reduced Price School Meals Household Application

Please return to: 1822 Hazel Avenue, New Bern, NC 28560 252-514-6360

(Complete one application per household. Please use a pen.)

**A. CHILDREN and STUDENT Household Members**

NOTE: For more information on "Sources of Income for CHILDREN/STUDENTS" and Income Frequency see the charts on page 2 (or reverse side) of this application.

1) LIST the names of ALL INFANTS, CHILDREN and STUDENTS in the household up to and including grade 12.	2) CIRCLE "s" for STUDENT or "O" for Other children that are not students to indicate the child's role in the household.	School Name		Grade	If applicable, please CIRCLE if a CHILD/STUDENT is: Homeless Migrant Runaway Foster	CHILD/STUDENT INCOME Earnings from Work		CHILD/STUDENT INCOME from ALL OTHER SOURCES	
		First	MI			Last	Circle One:	GROSS Income	CIRCLE Frequency

**B. Assistance Programs**

Do any Household members (including you) currently participate in one or more of the following assistance programs: FNS, Work First Cash Assistance/TANF, or FDIPI?

NO  YES

If "YES" please provide a case number (only one)

Case Number: \_\_\_\_\_

then SKIP to SECTION E.

**C. ADULT Household Members**

1) For EACH ADULT household member (including yourself) ENTER ALL types and amounts of GROSS income received. Please INSERT a "0" to indicate NO INCOME where applicable. If an income field is left blank it certifies there is no income to report. 2) USE whole dollar amounts only (no cents) (ex. \$1000). NOTE: For more information on Sources of Income for Adults and Income Frequency see the charts on page 2 (or reverse side) of this application.

LIST ALL ADULT household members (FIRST and LAST name) even if they do not receive income.	GROSS Income Earnings from WORK	CIRCLE Frequency	Public Assistance/Alimony/Child Support	Pensions/Retirement/All Other Income	CIRCLE Frequency	CIRCLE Frequency
Head of Household	\$					
Other Adult	\$					
Other Adult	\$					
Other Adult	\$					
Other Adult	\$					

**D. Household Total and Social Security Number (SSN)**

ENTER Total Number of Household Members (Children and Adults) HERE

ENTER LAST FOUR DIGITS OF SSN HERE (Head of Household or Primary Wage Earner ONLY)

I do not have a Social Security Number

**E. Attestation:** An adult household Member must sign the application. "I certify (promise) that all information on this application is true and that all income is reported. I understand that this information is given in connection with the receipt of Federal funds, and that school officials may verify (check) the information. I am aware that if I purposely give false information, my child(ren) may lose meal benefits and I may be prosecuted under State and Federal Laws."

Head of Household Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Today's Date: \_\_\_\_\_

Email: \_\_\_\_\_

Contact Number: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip Code: \_\_\_\_\_

**F. Child(ren)'s Ethnic and Racial Identities (Optional)**

SELECT one ethnicity:

Hispanic or Latino

Not Hispanic or Latino

SELECT one or more (regardless of ethnicity):

American Indian or Alaska Native

Asian

Black or African American

Native Hawaiian or other Pacific Islander

White

**For Office Use Only**

Total Household Members: \_\_\_\_\_

Total Household Income: \_\_\_\_\_

Income Conversion per: \_\_\_\_\_

NOTE: If there are multiple income sources with more than one frequency, the SFA must annualize all income by multiplying:  Weekly (x52)  Bi-Weekly (x26)  Monthly (x12)  Bi-Monthly (x24)  Annually

Eligibility Determination:  Categorical Eligibility  Free  Reduced  Denied

Reason for Denial of Eligibility: \_\_\_\_\_

Determining Official's Signature & Date: \_\_\_\_\_

Confirming Official's Signature & Date: \_\_\_\_\_

Verifying Official's Signature & Date: \_\_\_\_\_

## Sources of Income

Sources of Income for CHILDREN/STUDENTS	
Sources of Income	Examples
<ul style="list-style-type: none"> <li>Earnings from work</li> </ul>	<ul style="list-style-type: none"> <li>A child has a regular full or part-time job where they earn a salary or wages</li> </ul>
<ul style="list-style-type: none"> <li>Social Security -Disability Payments</li> <li>-Survivor's Benefits</li> </ul>	<ul style="list-style-type: none"> <li>A child is blind or disabled and receives Social Security benefits</li> <li>A Parent is disabled, retired or deceased and their child receives Social Security benefits</li> </ul>
<ul style="list-style-type: none"> <li>Income from any other source</li> </ul>	<ul style="list-style-type: none"> <li>A child receives regular income from a private pension fund, annuity or trust</li> </ul>

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Craven County Schools

1822 Hazel Avenue

New Bern, NC 28560

## Sources of Income for ADULTS

Earning from Work	Public Assistance/Alimony/Child Support	Pensions/Retirement/All Other Income
<ul style="list-style-type: none"> <li>Salary, wages, cash bonuses</li> <li>Net income from self-employment (farm or business)</li> </ul> <p><i>If you are in the U.S. Military:</i></p> <ul style="list-style-type: none"> <li>Basic pay and cash bonuses (do NOT include combat pay, FSSA or privatized housing allowances)</li> <li>Allowances for off-base housing, food and clothing</li> </ul>	<ul style="list-style-type: none"> <li>Unemployment benefits</li> <li>Worker's compensation</li> <li>Supplemental Security Income (SSI)</li> <li>Cash Assistance from State or local government</li> <li>Alimony payments</li> <li>Child support payments</li> <li>Veteran's benefits</li> <li>Strike benefits</li> </ul>	<ul style="list-style-type: none"> <li>Social Security (including railroad retirement and black lung benefits)</li> <li>Private pensions or disability benefits</li> <li>Regular income from trusts or estates</li> <li>Annuities</li> <li>Investment income</li> <li>Earned interest</li> <li>Rental income</li> <li>Regular cash payments from outside household</li> </ul>

## Income Frequency

Weekly = Once per week

Bi-Weekly = Every two (2) weeks

Monthly = Once per month

Bi-Monthly = Twice per month

Annually = Total salary per year

The **Richard B. Russell National School Lunch Act** requires the information on this application. You do not have to give the information, but if you do not, we cannot approve your child for free or reduced price meals. You must include the last four digits of the social security number of the adult household member who signs the application. The last four digits of the social security number is not required when you apply on behalf of a foster child or you list a Supplemental Nutrition Assistance Program (SNAP), Temporary Assistance for Needy Families (TANF) Program or Food Distribution Program on Indian Reservations (FDPIR) case number or other FDPIR identifier for your child or when you indicate that the adult household member signing the application does not have a social security number. We will use your information to determine if your child is eligible for free or reduced price meals, and for administration and enforcement of the lunch and breakfast programs. We MAY share your eligibility information with education, health, and nutrition programs to help them evaluate, fund, or determine benefits for their programs, auditors for program reviews, and law enforcement officials to help them look into violations of program rules.

### USDA Non-Discrimination Statement

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

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](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](mailto:program.intake@usda.gov)

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