



Nutrition Services
12037 NE 5th Street
Bellevue, WA 98005
(425) 456-4507
nutrition@bsd405.org

Dear Parent/Guardian:

Nutrition Services staff strive to provide students with a variety of nutritionally balanced menu options each school day. Lunch is served in all schools. Schedules will vary. Breakfast is available before school in a number of locations across the district. Please check your child's school website for specific times and locations.

If your child(ren) qualified for free or reduced price meals at the end of last school year, you must submit and have approved a new application by **October 16, 2020** in order to avoid an interruption in meal benefits.

Who should fill out a school meal application?

Fill out the application if:

- Total household income is the SAME or LESS than the amount on the income chart below.
- You receive Basic Food, take part in the Food Distribution Program on Indian Reservations (FDPIR), or receive Temporary Assistance for Needy Families (TANF) for your children.
- You are applying for foster children that are under the legal responsibility of a foster care agency or court.

2020-21 School Meal Prices				
	Breakfast	Reduced Price Breakfast	Lunch	Reduced Price Lunch
Elementary (Grade K-3)	\$2.25	FREE	\$3.50	FREE
Elementary (PK, Gr 4-5)	\$2.25	FREE	\$3.50	\$.40
Middle School	\$2.50	FREE	\$3.75	\$.40
High School	\$2.50	FREE	\$3.75	\$.40

We recommend that you submit your application online. If you choose to download and mail the form, applications should be forwarded to Nutrition Services at 12037 NE 5th Street Bellevue, WA 98005.

Be sure to submit **ONLY ONE** application per household. We will notify you by mail if the application is approved or denied. If any child you are applying for is homeless (McKinney-Vento), or migrant, check the appropriate box. Migrant refers to a child who is enrolled in the Migrant Education Program as determined by the State or local Migrant Education Program Coordinator or Homeless Liaison.

What counts as income? Who is considered a member of my household?

Look at the income chart below. Find your household size. Find your total household income **before taxes**. If members in the household are paid at different times during the month and you are unsure if your household is eligible, fill out an application and we will determine your income eligibility for you. The information you give will be used to determine your child's eligibility for free or reduced-price meals.

Foster children that are under the legal responsibility of a foster care agency or court are eligible for free meals regardless of personal use income. If you have questions about applying for meal benefits for foster children, please contact Nutrition Services at 425-456-4507.

Household is defined as all persons, including parents, children, grandparents, and all people related or unrelated who live in your home and share living expenses. If applying for a household with a foster child, you may include the foster child in the total household size.

Household Income is considered to be the income each household member received **before taxes**. This includes wages, social security, pension, unemployment, welfare, child support, alimony, and any other cash income. If including a foster child as part of the household, you must also include the foster child's personal income. Do not report foster payments as income.

USDA Child Nutrition Program Income Guidelines

Effective July 1, 2020 – June 30, 2021

Household Size	Annual	Monthly	Twice per month	Every two weeks	Weekly
1	23,606	1,968	984	908	454
2	31,894	2,658	1,329	1,227	614
3	40,182	3,349	1,675	1,546	773
4	48,470	4,040	2,020	1,865	933
5	56,758	4,730	2,365	2,183	1,092
6	65,046	5,421	2,711	2,502	1,251
7	73,334	6,112	3,056	2,821	1,411
8	81,622	6,802	3,401	3,140	1,570
For each additional family member add:	8,288	691	346	319	160

What must be on the application?

A. For households not receiving assistance (Basic Food/TANF/FDPIR):

- Student name(s)
- Names of **all** household members
- Income by source, before taxes, for **all** household members
- Last 4 digits of social security number of the adult household member who signs the application (or if the adult signing does not have a social security number, check the appropriate box).
- Adult household member’s signature
- Complete Parts 2, 3, 4 and 6. Part 5 is optional.

B. For households with only foster child(ren):

- Student name(s)
- Adult household member’s signature
- Complete Parts 2 and 6. Part 5 is optional.
- Last 4 digits of SSN are not required.

C. For households receiving assistance (Basic Food/TANF/FDPIR):

- Enter a case number
- Student name(s)
- Adult household member’s signature
- Complete Parts 1, 2 and 6. Part 5 is optional.

D. For households with a foster child(ren) and other children:

- Apply as a household and include foster children.
- Follow the directions above for “A. For households not receiving assistance”
- Include the foster child’s personal use income.

What if I’m not receiving Basic Food dollars?

If you have been approved for Basic Food but do not actually receive Basic Food dollars, you may be eligible for free or reduced-price meals. You must apply for meal benefits by submitting a meal application.

Do my children automatically qualify if they have a case number?

Yes. Children on TANF or Basic Food may qualify for free meals without the household having to complete an application. These children are identified by Nutrition Services using a monthly data matching process with DSHS. Please contact us immediately if you feel your children should be receiving free meals and are not. If you do not want your child to participate in the school meal benefit programs using this method, please contact Nutrition Services at 425-456-4507.

If anyone in my household has a case number, will all children qualify for free meals?

Yes. If someone else in the household has a case number, other than a foster child, you must complete an application. Please contact us immediately if you feel other children in your household should be receiving free meals and are not.

Basic Food- Can I qualify for assistance in buying food?

Basic Food is the state's food stamp program. It helps households make ends meet by providing monthly benefits to buy food. Getting Basic Food is easy! You can apply in person at the local DSHS Community Service Office, by mail, or online. There are other benefits too. You can learn about Basic Food by calling 1-877-501-2233 or by logging on to <http://www.dshs.wa.gov/esa/community-services-offices/basic-food>.

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.

My child's application was approved last year. Do I need to fill out a new one?

Yes. Your child's application is only good for that school year and for the first 30 days of this school year. You must submit a new application unless you have been informed by Nutrition Services that your child is eligible for the new school year.

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.

Health Coverage

To inquire about or apply for health care coverage for kids in your family, please visit <http://www.wahealthplanfinder.org> or you may call Washington Health Plan Finder at 1-855-923-4633.

What if my child needs special foods?

If your child needs special foods, contact the Nutrition Services office at 425-456-4507.

Proof of Eligibility

The information you provide may be verified at any time. You may be asked to send additional information to prove your child is eligible to receive free and reduced-price meals.

Fair Hearing

If you do not agree with the decision on your child's application or the process used to prove income eligibility, you may talk with Wendy Weyer, the fair hearing official. You have the right to a fair hearing which may be arranged by calling Nutrition Services at 425-456-4507.

Reapplication

You may apply for benefits any time during the school year. If you should have a decrease in household income, an increase in household size, or become unemployed, or receive Basic Food, TANF, or FDPIR, you may be eligible for benefits and may fill out an application at that time.