

## FISCAL YEAR 2018 PUBLIC ANNOUNCEMENT

**PLEASE NOTE:** *This public announcement must be used in its entirety since it meets all federal regulations. Fill in all blanks with the appropriate information.*

The DIOCESE OF TRENTON announced today that low cost, nutritious school meals and/or milk will be available to all children enrolled in the schools listed below. In addition, meals and/or milk will be provided free or at a greatly reduced price to children from households whose gross income is at or below the amounts listed on the household size and income scale which appears below. Applications for Free and Reduced Price Meals or Free Milk will be sent to the households of all children enrolled in the schools listed.

### INCOME ELIGIBILITY GUIDELINES

**July 1, 2017 – June 30, 2018**

(As announced by the United States Department of Agriculture)

HOUSE- HOLD SIZE	FREE MEALS OR MILK					HOUSE- HOLD SIZE	REDUCED PRICE MEALS				
	Annual	Monthly	Twice per Month	Every Two Weeks	Weekly		Annual	Monthly	Twice per Month	Every Two Weeks	Weekly
1	15,678	1,307	654	603	302	1	22,311	1,860	930	859	430
2	21,112	1,760	880	812	406	2	30,044	2,504	1,252	1,156	578
3											
4	26,546	2,213	1,107	1,021	511	4	37,777	3,149	1,575	1,453	727
5	31,980	2,665	1,333	1,230	615	5	45,510	3,793	1,897	1,751	876
6											
7	37,414	3,118	1,559	1,439	720	7	53,243	4,437	2,219	2,048	1,024
8											
Each Additional Household Member	42,848	3,571	1,786	1,648	824	Each Additional Household Member	60,976	5,082	2,541	2,346	1,173
	48,282	4,024	2,012	1,857	929		68,709	5,726	2,863	2,643	1,322
	53,716	4,477	2,239	2,066	1,033		76,442	6,371	3,186	2,941	1,471
	5,434	453	227	209	105		7,733	645	323	298	149

Application forms are available at the school's website and at your child's school. Application can be submitted at any time during the school year. If a household member becomes unemployed, or the household size or income changes during the school year, parents are encouraged to contact the school so that all children receive the proper benefits.

For the school officials to determine eligibility, the household must provide the following information listed on the application: names of all household members; household income received by each household member; type of income; frequency of income such as weekly, every two weeks, twice a month or monthly; and the signature and the last four digits of the social security number of an adult household member certifying that the information provided is correct.

The information provided by parents on the application will be kept confidential and will be used only for the purpose of determining eligibility.

The school will advise parents of their child's eligibility within 10 working days of receipt of the application. Any parent dissatisfied with the eligibility determination may contact the school to request an informal conference or may appeal the decision by requesting a formal hearing. Parents may call the school for further information on the program.

Once determinations are completed, school officials are required to verify three percent of the approved free and reduced price applications on file.

Foster children are eligible for free meals or free milk. Households receiving assistance under NJ SNAP or Temporary Assistance for Needy Families (TANF) for their children will be notified of their eligibility for free benefits unless the household notifies the school that it chooses to decline benefits. Households receiving assistance under NJ SNAP or TANF should only submit an application if they are not notified of their eligibility by a specified date determined by the school.

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 mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; fax: (202) 690-7442; or email: [program.intake@usda.gov](mailto:program.intake@usda.gov). This institution is an equal opportunity provider.

The following schools participate in one or more of the following School Nutrition Programs: National School Lunch Program, School Breakfast Program, After School Snack Program, Special Milk Program.

Name of School	Town in Which School is Located
Our Lady of Perpetual Help	Maple Shade
Our Lady of Mt. Carmel	Asbury Park
St. Benedict	Holmdel
Trenton Catholic Academy - Upper School	Hamilton
Trenton Catholic Academy - Lower School	Hamilton
Holy Innocents	Neptune
St. Mary of the Lakes	Medford
St. Rose of Lima	Freehold Borough
St. Veronica School	Howell