



Free and Reduced-Price Policy Statement - Addendum: Residential Child Care Institutions Without Day Students

Introduction

This addendum is in addition to/in lieu of where applicable to the Free and Reduced-Price Policy Statement as some or all sites operating the NSLP and/or SBP are Residential Child Care Institutions (RCCIs) without day students as defined in paragraph (c) of the definition of School in 7 CFR 210.2.

Policy Statement

SFA Name:

Date:

This statement applies to the following sites and meal services indicated:

Sites):

Check all that Apply: NSLP

SBP

These sections superseded the Free and Reduced price Policy Statement:

C. _____ is exempt from conducting direct certification with SNAP set forth in 7 CFR 245. 6 (b)(ii).

D-G. In cases where a child in residence is considered a household of one, _____ is exempt from the requirement that eligibility for free and reduced-price meals or free milk be documented with applications signed by an adult household member as per FNS Instruction 782-13. Indicate which of the following acceptable alternatives are utilized by checking off the correct method, or use the space provided below to describe another alternative:

___ A free and reduced-price application signed by an official from the RCCI, which includes the child's name, age, and any and all funds personally received by the child, even if "0" income;

___ A master list, updated as necessary, which includes the name and age of each child, the child's personal income, child's date of birth, date of admission, date of release, Official's Title and Official's contact information.

- o By choosing this alternative, letter A of the Free and Price Policy Statement has been superseded to: _____'s CNP Web Sponsor Application will be updated each school year to reflect "Form not required: Operating Special Assistance in a Non-Base Year, Community Eligibility Provision, RCCI without day students, or Juvenile Detention Center.
- o By choosing this alternative, the individual's name and contact information listed in letter B of the Free and Reduced Price Policy Statement will be listed on the master list.

___ An application or other document of enrollment to the institution and/or a file on the child indicating the funds personally received by the child.

___ Type Alternative Method Here:

J-L. _____ is exempt from conducting verification activities as specified by 7 CFR 245.6(a) on free and reduced-price eligibility documentation for children in residence, will submit to ADE data regarding enrollment via a Verification Summary Report as required by 7 CFR 245.6(a)(h) by February 1 each year.

N. _____ does not have a charge policy as all meals are provided to students at no cost. _____ will pay with funds from non-Federal sources the cost of serving meals to all children at no charge for all sites listed above.

O. _____ does not have a charge policy as all meals are provided to students at no cost.

Q. _____ is exempt from the public announcement of eligibility standards as specified by 7 CFR 245.5(a).

The sections are in addition to the Free and Reduced Price Policy Statement:

R. _____ will ensure that all children in residence are being served the same choice of meals and/or milk at no separate charge and without discrimination against any child in the course of the meal and/or milk service as required per FNS Instruction 782-13.

S. _____ will keep a daily count is kept by meal type (breakfast or lunch) for all meals and/or milk claimed. The following practices will be described as required per FNS Instruction 782-13 of how the Sponsor obtains a daily meal count:

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

- 1. mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights*
- 2. 1400 Independence Avenue, SW*
- 3. Washington, D.C. 20250-9410;*
- 4. fax: (202) 690-7442; or*
- 5. email: program.intake@usda.gov.*

This institution is an equal opportunity provider.