



## Free and Reduced-Price Policy Statement - Addendum: Special Provision Option 2

### 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 will be participating in Special Provision Option 2 (Provision 2). It must be provided to ADE when schools begin participation in Provision 2.

### Policy Statement

SFA Name:

Date:

This statement applies to the following schools operating Provision 2 and the meal services indicated:

School(s):

**Check all that Apply: NSLP**

**SBP**

wishes to state the following:

A. \_\_\_\_\_ acknowledges that this addendum becomes effective when CNPWeb Site and Sponsor Applications have been updated to reflect Provision 2 participation AND a Provision 2 application containing the following has been submitted by: \_\_\_\_\_ and approved by ADE.

- A list of all schools participating in Provision 2
- The initial school year of implementation for Provision 2
- The school years the cycle is expected to remain in effect
- The school year that Provision 2 must be reconsidered
- The available and approved data that will be used in reconsideration, as applicable

B. \_\_\_\_\_ will publicly notify and certify students for free and reduced-price benefits for up to four consecutive school years, provided that eligibility determinations are in accordance with 7CFR 245.3 during the first school year.

C. Except for assistance properly made available under 7 CFR 210, 220, 240, and 250, the Indian Child Welfare Act 95-608, and by other legislation, \_\_\_\_\_ will pay with funds from non-Federal sources the cost of serving meals to all children at no charge for all schools listed above, which includes:

- The cost of meals served to children not eligible for free or reduced-price meals
- The differential between the per-meal cost and Federal reimbursement received for each free or reduced-price meal, respectively, served to children eligible to receive such meals under applicable program regulations.

D. In the first year (“Base Year”), schools listed above will take daily counts of the number of meals served by meal type and eligibility (free, reduced-price, and paid) and \_\_\_\_\_ will submit monthly claims for reimbursement to ADE. In the second, third, and fourth years (“Non-Base Years”), those schools will record the total number of meals served to children by meal type (breakfast or lunch) and will submit a monthly claim for reimbursement to ADE.

E. Eligibility determinations from the Base Year will be retained for the entire period that the schools listed above operate Provision 2 (Base Year plus all Non-Base Years and extensions) plus 5 years, or longer if there are audit findings and until resolution of the findings.

F. \_\_\_\_\_ will not collect Applications for Free and Reduced-Price School Meals used for meal benefit determination from households in schools listed above during Non-Base Years and extensions.

G. \_\_\_\_\_ acknowledges that extensions will be granted by ADE based on pre-approved socioeconomic data, which includes:

- Direct Certification results from the participating schools
- Local unemployment data
- Local Supplemental Nutrition Assistance Program (SNAP) data
- Food Distribution Program on Indian Reservations (FDPIR) data
- Temporary Assistance for Needy Families (TANF) data

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