



Free and Reduced-Price Policy Statement

Summer Feeding: Closed Enrolled and Camp Sites:

Non-Pricing Programs:

_____ assures the Arizona Department of Education Health and Nutrition Services that all children at the sites described on the application forms are served the same meals at no separate charge regardless of race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity and there is no discrimination in the course of the food service.

We will submit a public release to the information media serving the area from which the site(s) draws attendance announcing the availability of meals at no separate charge to children in attendance.

SFSP Operator Representative Signature

Position/Title

Printed Name of SFSP Operator Representative

Date

Camps that charge for meals served to participants who are not eligible for free or reduced-price meals:

_____ assures the Arizona Department of Education Health and Nutrition Services that all children at the sites described on the application forms are served the same meals regardless of income eligibility, race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity, and there is no discrimination in the course of the food service.

We will submit a public release to the information media serving the area from which the site(s) draw(s) attendance announcing the availability of meals at no separate charge to income eligible children in attendance. In addition, the income eligibility guidelines will be included in the public release below.

SFSP Operator Representative Signature

Position/Title

Printed Name of SFSP Operator Representative

Date

If you will charge for meals served to children that do not qualify for free or reduced-price meals, you must contact Health and Nutrition Services to request additional paperwork required for pricing programs.



Summer Food Service Program Public Release for Closed Enrolled Sites and Camps

Submit the following public release to a local media source serving the area the sites draw their attendance. Proof the release has been sent to a media source must be uploaded to the CNP Management Plan.

Local Media Source Contact

Date

_____ announces the sponsorship of the Summer Food Service Program. Meals will be provided to all eligible children, ages 18 and under, free of charge. To be eligible to receive free meals at a residential or nonresidential camp, children must meet the income guidelines for reduced-price meals in the National School Lunch Program. Children who are part of households that receive Supplemental Nutrition Assistance Program (SNAP), or benefits under the Food Distribution Program on Indian Reservations (FDPIR), or Temporary Assistance to Needy Families (TANF) are automatically eligible to receive free meals.

Acceptance and participation requirements for the Program and all activities are the same for all regardless of race, color, national origin, sex, age or disability, and there will be no discrimination in the course of meal service.

Meals will be provided as follows:

Please list the site location(s), available meals and serving times, and meal service dates below. Attach additional pages as needed.

SFSP Operator Representative Signature

Position/Title

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, 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. This institution is an equal opportunity provider.

Child Nutrition Programs Income Eligibility Guidelines

Effective July 1, 2023 – June 30, 2024

The following are the income guidelines to be used by child nutrition program operators when processing meal benefit income eligibility forms using reported income.

Effective July 1, 2023 – June 30, 2024

For Determining Official's Use Only

Household Size*	How often was income received?									
	Weekly		Bi-Weekly		2x Month		Monthly		Annually	
	Free	Reduced	Free	Reduced	Free	Reduced	Free	Reduced	Free	Reduced
1	\$365	\$519	\$729	\$1,038	\$790	\$1,124	\$1,580	\$2,248	\$18,954	\$26,973
2	\$493	\$702	\$986	\$1,404	\$1,069	\$1,521	\$2,137	\$3,041	\$25,636	\$36,482
3	\$622	\$885	\$1,243	\$1,769	\$1,347	\$1,917	\$2,694	\$3,833	\$32,318	\$45,991
4	\$750	\$1,068	\$1,500	\$2,135	\$1,625	\$2,313	\$3,250	\$4,625	\$39,000	\$55,500
5	\$879	\$1,251	\$1,757	\$2,501	\$1,904	\$2,709	\$3,807	\$5,418	\$45,682	\$65,009
6	\$1,007	\$1,434	\$2,014	\$2,867	\$2,182	\$3,105	\$4,364	\$6,210	\$52,364	\$74,518
7	\$1,136	\$1,616	\$2,271	\$3,232	\$2,461	\$3,502	\$4,921	\$7,003	\$59,046	\$84,027
8	\$1,264	\$1,799	\$2,528	\$3,598	\$2,739	\$3,898	\$5,478	\$7,795	\$65,728	\$93,536
Additional members, add:	\$129	\$183	\$257	\$366	\$279	\$397	\$557	\$793	\$6,682	\$9,509

*Household size must be supported by the number of names listed on the meal benefit income eligibility form.

Annual Income Conversion for Multiple Reported Incomes:

If a household reports only one income or multiple incomes with the same frequency, do not convert to annual income. If a household reports multiple income sources with different frequencies (e.g., 1 income is received weekly, another income is received monthly), convert all reported incomes to annual using the conversion factors below. Then, add the income together and compare it to the annual income guidelines to make a determination.

Weekly Income x 52	Bi-Weekly Income x 26	2x Month Income x 24	Monthly Income x 12
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Example: A household has returned their meal benefit income eligibility form. The enrolled individuals are not categorically eligible so they must be categorized based on income. On their application, they reported two incomes: \$200 weekly and \$3,000 monthly. To determine their eligibility status, their incomes must be converted to annual income.

\$200 weekly x Weekly Income Conversion → \$200 x 52 = \$10,400 Total Annual Income

\$3,000 monthly x Monthly Income Conversion → \$3,000 x 12 = \$36,000 Total Annual Income

The incomes are then added together to determine total annual income. Total Income: \$10,400 + \$36,000 = \$46,400

There are four listed names on their meal benefit income eligibility form – demonstrating a household's size of four. The annual income cap for a household of four to be free is \$39,000 and reduced is \$55,500. This household's annual income is \$46,400 – greater than \$39,000, less than \$55,000. Therefore, this household qualifies for reduced-price meals.