

FREQUENTLY ASKED APPLICATION QUESTIONS & ANSWERS

1. WHO CAN RECEIVE FREE OR REDUCED-PRICE MEALS?

- All children in households receiving benefits from CalFresh, CalWORKs, or FDPIR, are eligible for free meals.
- Foster children under the legal responsibility of a foster care agency or court are eligible for free meals.
- Children participating in their school's Head Start program are eligible for free meals.
- Children who meet the definition of homeless, migrant, or runaway are eligible for free meals.
- Children may receive free or reduced-price meals if your household's income is within the limits of the Income Eligibility Guidelines. Your children may qualify for free or reduced-price meals if your household income falls at or below the limits on this chart.

Income Eligibility Guidelines

July 1, 2017–June 30, 2018

Household Size	Year	Month	Twice Per Month	Every Two Weeks	Week
1	\$ 22,311	\$ 1,860	\$ 930	\$ 859	\$ 430
2	30,044	2,504	1,252	1,156	578
3	37,777	3,149	1,575	1,453	727
4	45,510	3,793	1,897	1,751	876
5	53,243	4,437	2,219	2,048	1,024
6	60,976	5,082	2,541	2,346	1,173
7	68,709	5,726	2,863	2,643	1,322
8	76,442	6,371	3,186	2,941	1,471
For each additional family member, add:					
	\$ 7,733	\$ 645	\$ 323	\$ 298	\$ 149

2. HOW DO I KNOW IF MY CHILDREN QUALIFY AS HOMELESS, MIGRANT, RUNAWAY, OR HEAD START? Do the members of your household lack a permanent address? Are you staying together in a shelter, hotel, or other temporary housing arrangement? Does your family relocate on a seasonal basis? Are any children living with you who have chosen to leave their prior family or household? If you believe children in your household meet these descriptions and have not been told your children will qualify for free meals, please contact **Child Welfare and Attendance, (909) 803-3138**.
3. DO I NEED TO COMPLETE AN APPLICATION FOR EACH CHILD? No. **Use one Application for Free and Reduced-Price Meals for all children in your household (paper or online)**. We cannot approve an application that is not complete, so be sure to fill out all required information. Return the completed paper application to: **Child Nutrition, 12999 Victoria St. Etiwanda, CA 91739**.
4. SHOULD I COMPLETE AN APPLICATION IF I RECEIVED A LETTER THIS SCHOOL YEAR SAYING MY CHILDREN ARE ALREADY APPROVED FOR FREE MEALS? No, but please read the letter you received carefully and follow any instructions. If any children in your household were missing from your eligibility notification, please contact **Cathy Jennings-Vessels, 12999 Victoria St. Etiwanda, CA 91739, (909) 803-3155, cathy_vessels@etiwanda.org** immediately.
5. CAN I APPLY ONLINE? **YES!** You are encouraged to complete an online application instead of a paper application if you are able. The online application has the same requirements and will ask you for the same information as the paper application. Visit **www.ESDChildNutrition.com** to learn more about the online application process. Contact **Cathy Jennings-Vessels, 12999 Victoria St. Etiwanda, CA 91739, (909) 803-3155, cathy_vessels@etiwanda.org** if you have any questions about the online application process.
6. MY CHILD'S APPLICATION WAS APPROVED LAST YEAR. DO I NEED TO FILL OUT A NEW ONE? Yes, if you want to participate in the meal program. Your child's application is only good for that school year and for the first few days of this school year. You must send in a new application unless the Child Nutrition office notified you that your child is eligible for the new school year.
7. I RECEIVE WOMEN, INFANTS AND CHILDREN (WIC) BENEFITS. CAN MY CHILDREN RECEIVE FREE MEALS? Children in households participating in WIC **may** be eligible for free or reduced-price meals. Please complete an application and return it for processing.

8. WILL THE INFORMATION I PROVIDE BE CHECKED? Child Nutrition officials may check the information on the application at any time during the school year. You may be asked to send information to prove your income, or current eligibility for CalFresh, CalWORKS, or FDPIR.
9. IF I DO NOT QUALIFY NOW, MAY I APPLY LATER? Yes, you can apply at any time during the school year. For example, children with a parent or guardian who becomes unemployed may be eligible for free and reduced-price meals if the household income drops below the income limit.
10. WHAT IF I DISAGREE WITH THE DISTRICT'S DECISION REGARDING MY APPLICATION? You should talk to the school officials. You may also ask for a hearing by calling or writing to:

**Cathy Jennings-Vessels, 12999 Victoria St. Etiwanda, CA 91739, (909) 803-3155,
cathy_vessels@etiwanda.org**

11. MAY I APPLY IF SOMEONE IN MY HOUSEHOLD IS NOT A U.S. CITIZEN? Yes. You, your children, or other household members do not have to be U.S. citizens to apply for free or reduced-price meals.
12. WHAT IF MY INCOME IS NOT ALWAYS THE SAME? List the amount that you **normally** receive. For example, if you normally make \$1,000 each month, but you missed some work last month and only made \$900, state on the application that you made \$1,000 per month. If you normally receive overtime, include it, but do not include it if you only occasionally work overtime. If you have lost your job or had your hours or wages reduced, use your current income.
13. 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 income field. However, if any income fields are left empty or blank, those will be counted as zeros. Please be careful when leaving income fields blank, as we will assume you meant to do so.
14. 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, or receive Family Subsistence Supplemental Allowance payments, 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.
15. WHAT IF THERE IS NOT ENOUGH SPACE ON THE APPLICATION FOR MY FAMILY? (**Paper only**) List any additional household members on a separate piece of paper, and attach it to your application. Contact **Cathy Jennings-Vessels, 12999 Victoria St. Etiwanda, CA 91739, (909) 803-3155** to receive a second application.
16. MY FAMILY NEEDS ADDITIONAL FINANCIAL ASSISTANCE. ARE THERE OTHER PROGRAMS WE CAN APPLY FOR? To find out how to apply for CalFresh or other assistance programs, contact your local assistance office or call **1-877-847-FOOD**.

If you have other questions or need additional help, please call the Etiwanda School District Child Nutrition Office.

Contacts: Cathy Vessels, Child Nutrition Clerk (909) 803-3155
 Joe DeAngelis, Child Nutrition Coordinator (909) 803-3154
 Rosie Bennett, Child Nutrition Coordinator (909) 803-3164
 Teresa Cardenas, Child Nutrition Manager (909) 803-3165

Address: 12999 Victoria St. Etiwanda, CA 91739

Hours: 6:30 am – 3:00 pm Monday thru Friday