



**Marion County School District**  
**Child Nutrition Department Letter to Households**  
**National School Lunch Program/National School Breakfast Program**

Dear Parent or Guardian:

For the 2024-2025 school year, the Marion County School District must re-establish free meal eligibility, meaning free and reduced meal applications are needed from each household before school begins on July 29<sup>th</sup>, 2024.

At this time, we have changed to operate under USDA's Provision II Program. At this time, meals will remain at **\$0.00 cost to you**. We want to assure parents/guardians that the school will **not** be charging any child, regardless of eligibility category, for meals. However, we must re-establish free meal eligibility of EACH student in order to remain on this program **meaning free and reduced meal application completion is needed from you.**

Please take these next steps to complete our online free and reduced meal applications. You will need full names of all persons living in your household and income amounts or benefit case numbers if applicable.

The free and reduced meal application you will complete now will be processed after July 1, 2024 and will use the Income Eligibility Guidelines effective from July 1, 2024 to June 30, 2025 (posted below). Please contact 601-731-2083 if you need a different format for completing this application. Below are some common questions and answers to assist you with the application process:

1. **CAN I APPLY ONLINE?** Yes! Online applications are required. Your school office will assist you with the online application process if you need help. Link:

<https://www.myschoolapps.com/Application>

2. **WHO CAN GET FREE OR REDUCED PRICE MEALS?**

- a. All children in households receiving benefits from [State SNAP], [the Food Distribution Program on Indian Reservations (FDPIR)] or [State TANF], are eligible for free meals.
- b. Foster children that are under the legal responsibility of a foster care agency or court are eligible for free meals.
- c. Children participating in their school's Head Start program are eligible for free meals.
- d. Children who meet the definition of homeless, runaway, or migrant are eligible for free meals.
- e. Children may receive free or reduced price meals if your household's income is within the limits on the Federal 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.



**3. HOW DO I KNOW IF MY CHILDREN QUALIFY AS HOMELESS, MIGRANT, OR RUNAWAY?** 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 haven't been told your children will get free meals, e-mail [jsartin@marionk12.org](mailto:jsartin@marionk12.org)

**4. DO I NEED TO FILL OUT AN APPLICATION FOR EACH CHILD?** No. Use one Free and Reduced Price School Meals Application for all students and adults that live in your household. We cannot approve an application that is not complete, so be sure to fill out all required information.

**5. SHOULD I FILL OUT AN APPLICATION IF I RECEIVED A LETTER THIS SCHOOL YEAR SAYING MY CHILDREN ARE ALREADY APPROVED FOR FREE MEALS?** Yes, Marion County School District did not take up meal applications 2023-2024 school year, so all households need to apply for the 2024-2025 school year.

**6. WHO SHOULD I INCLUDE AS MEMBERS OF MY HOUSEHOLD?** You must include all people living in your household, related or not (such as grandparents, other relatives, or friends) who share income or expenses. You must include yourself and all children living with you. If you live with other people who are economically independent (for example, people who you do not support, who do not share income with you or your children, and who pay a pro-rated share of expenses), do not include them.

**7. MY CHILD'S APPLICATION WAS APPROVED LAST YEAR. DO I NEED TO FILL OUT A NEW ONE?** Yes. 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 school told you that your child is eligible for the new school year. If you do not send in a new application that is approved by the school or you have not been notified that your child is eligible for free meals, your child will be charged the full price for meals.

**8. I GET WIC. CAN MY CHILDREN GET FREE MEALS?** Children in households participating in WIC may be eligible for free or reduced price meals. Please send in an application.

**9. WILL THE INFORMATION I GIVE BE CHECKED?** Yes. We may also ask you to send written proof of the household income you report.

**10. IF I DON'T QUALIFY NOW, MAY I APPLY LATER?** Yes, you may apply at any time during the school year. For example, children with a parent or guardian who becomes unemployed may become eligible for free and reduced price meals if the household income drops below the income limit.



**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 \$1000 each month, but you missed some work last month and only made \$900, put down that you made \$1000 per month. If you normally get overtime, include it, but do not include it if you only work overtime sometimes. If you have lost a 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 field. However, if any income fields are left empty or blank, those will also be counted as zeroes. 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, 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. MY FAMILY NEEDS MORE HELP. ARE THERE OTHER PROGRAMS WE MIGHT APPLY FOR?** To find out how to apply for SNAP or other assistance benefits, contact your local assistance office.

If you have other questions or need help, call Child Nutrition at 601-731-2083.

Sincerely,

*Jasmine Sartin*

Jasmine Sartin, MPH  
Child Nutrition Director  
Marion County School District

**This institution is an equal opportunity provider.**

# Income Eligibility Guidelines

*(Effective from July 1, 2024 to June 30, 2025)*

<b>Scale for Free Meals</b>					
<i>Effective from July 1, 2024 to June 30, 2025</i>					
<b>Household Size</b>	<b>Annual</b>	<b>Monthly</b>	<b>Twice per Month</b>	<b>Every 2 Weeks</b>	<b>Weekly</b>
1 .....	\$ 19,578	\$ 1,632	\$ 816	\$ 753	\$ 377
2 .....	26,572	2,215	1,108	1,022	511
3 .....	33,566	2,798	1,399	1,291	646
4 .....	40,560	3,380	1,690	1,560	780
5 .....	47,554	3,963	1,982	1,829	915
6 .....	54,548	4,546	2,273	2,098	1,049
7 .....	61,542	5,129	2,565	2,367	1,184
8 .....	68,536	5,712	2,856	2,636	1,318
<i>For each additional Family member add</i>	+6,994	+583	+292	+269	+135

<b>Scale for Reduced Price Meals</b>					
<i>Effective from July 1, 2024 to June 30, 2025</i>					
<b>Household Size</b>	<b>Annual</b>	<b>Month</b>	<b>Twice per Month</b>	<b>Every 2 Weeks</b>	<b>Weekly</b>
1 .....	\$ 27,861	\$ 2,322	\$ 1,161	\$1,072	\$ 536
2 .....	37,814	3,152	1,576	1,455	728
3 .....	47,767	3,981	1,991	1,838	919
4 .....	57,720	4,810	2,405	2,220	1,110
5 .....	67,673	5,640	2,820	2,603	1,302
6 .....	77,626	6,469	3,235	2,986	1,493
7 .....	87,579	7,299	3,650	3,369	1,685
8 .....	97,532	8,128	4,064	3,752	1,876
<i>For each additional Family member add</i>	+9,953	+830	+415	+383	+192

Agrees that the reduced price for lunch will not exceed 40 cents, that the reduced price for breakfast will not exceed 30 cents, that the reduced price for a snack shall not exceed 15 cents, and that the reduced price charge established will be below the full price for a lunch or breakfast or snack.



**Nondiscrimination Statement:**

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/ad-3027.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 AD3027 form or letter must be submitted to USDA by:

1. mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW Washington, D.C. 20250-9410; or
2. fax: (833) 256-1665 or (202) 690-7442; or
3. email: [Program.Intake@usda.gov](mailto:Program.Intake@usda.gov)

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