

**ANNUAL NEWS RELEASE - PUBLIC ANNOUNCEMENT**

Harlem Children's Zone Promise Academy Charter Schools today announced a free and reduced price meal (Free Milk) policy for New York Community School District 5 area school children.

Local school officials have adopted the following family eligibility criteria to assist them in determining eligibility:

**2019-2020 INCOME ELIGIBILITY GUIDELINES  
FOR FREE AND REDUCED PRICE MEALS OR FREE MILK**

Free Eligibility Scale						Reduced Price Eligibility Scale					
Free Lunch, Breakfast, Milk						Reduced Price Lunch, Breakfast					
Household Size	Annual	Monthly	Twice per Month	Every Two Weeks	Weekly	Household Size	Annual	Monthly	Twice per Month	Every Two Weeks	Weekly
1	\$ 16,237	\$ 1,354	\$ 677	\$ 625	\$ 313	1	\$ 23,107	\$ 1,926	\$ 963	\$ 889	\$ 445
2	\$ 21,983	\$ 1,832	\$ 916	\$ 846	\$ 423	2	\$ 31,284	\$ 2,607	\$ 1,304	\$ 1,204	\$ 602
3	\$ 27,729	\$ 2,311	\$ 1,156	\$ 1,067	\$ 534	3	\$ 39,461	\$ 3,289	\$ 1,645	\$ 1,518	\$ 759
4	\$ 33,475	\$ 2,790	\$ 1,395	\$ 1,288	\$ 644	4	\$ 47,638	\$ 3,970	\$ 1,985	\$ 1,833	\$ 917
5	\$ 39,221	\$ 3,269	\$ 1,635	\$ 1,509	\$ 755	5	\$ 55,815	\$ 4,652	\$ 2,326	\$ 2,147	\$ 1,074
6	\$ 44,967	\$ 3,748	\$ 1,874	\$ 1,730	\$ 865	6	\$ 63,992	\$ 5,333	\$ 2,667	\$ 2,462	\$ 1,231
7	\$ 50,713	\$ 4,227	\$ 2,114	\$ 1,951	\$ 976	7	\$ 72,169	\$ 6,015	\$ 3,008	\$ 2,776	\$ 1,388
8	\$ 56,459	\$ 4,705	\$ 2,353	\$ 2,172	\$ 1,086	8	\$ 80,346	\$ 6,696	\$ 3,348	\$ 3,091	\$ 1,546
Each Add'l person add	\$ 5,746	\$ 479	\$ 240	\$ 221	\$ 111	Each Add'l person add	\$ 8,177	\$ 682	\$ 341	\$ 315	\$ 158

**SNAP/TANF/FDPIR Households:** Households which currently include children who receive SNAP but who are not found during the DCMP, or Temporary Assistance to Needy Families (TANF), or the Food Distribution Program on Indian Reservations (FDPIR) must complete an application listing the child's name, a SNAP, TANF, or FDPIR case number and the signature of an adult household member, or provide an Eligibility letter for free meals/milk from the New York State Education Department

**Other Households:** Households with incomes the same or below the amount of money listed above for their family size may be eligible for and are urged to apply for free and/or reduced price meals (or free milk). They may do so by filling in the application forms sent home with a letter to parents. Additional copies are available at the principal's office in each school. Applications may be submitted any time during the school year to the school family worker.

The information provided on the application will be confidential and will be used for determining eligibility. The names and eligibility status of participants may also be used for the allocation of funds to federal education programs such as Title I and National Assessment of Educational Progress (NAEP), State health or State education programs, provided the State agency or local education agency administers the programs, and for federal, State or local means-tested nutrition programs with eligibility

standards comparable to the NSLP. Eligibility information may also be released to programs authorized under the National School Lunch Act (NSLA) or the Child Nutrition Act (CNA). The release of information to any program or entity not specifically authorized by the NSLA will require a written consent statement from the parent or guardian.

The school district does, however, have the right to verify at any time during the school year the information on the application. If a parent does not give the school this information, the child/children will no longer be able to receive free or reduced price meals (free milk).

Foster children may also be eligible for these benefits. A separate application for a foster child is no longer necessary. Foster children may be listed on the application as a member of the family where they reside. They must include the foster child's name and personal use income.

Under the provisions of the policy, the designated official will review applications and determine eligibility. If a parent is dissatisfied with the ruling of the designated official, he/she may make a request either orally or in writing for a hearing to appeal the decision.

The manager of student services whose address is 1916 Park Avenue, Room 611, NY, NY has been designated as the Hearing Official. Hearing procedures are outlined in the policy. However, prior to initiating the hearing procedure, the parent or School Food Authority may request a conference to provide an opportunity for the parent and official to discuss the situation, present information, and obtain an explanation of the data submitted in the application or the decisions rendered. The request for a conference shall not in any way prejudice or diminish the right to a fair hearing.

Only complete applications can be approved. This includes complete and accurate information regarding: the Food Stamp, TANF, or FDPIR case number; the names of all household members; on an income application the last four digits of the social security number of the person who signs the form or an indication that the adult does not have one, and the amount and source of income received by each household member. In addition, the parent or guardian must sign the application form, certifying the information is true and correct.

**Nondiscrimination Statement:** This explains what to do if you believe you have been treated unfairly.

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