Policy Statement for Free and Reduced Price Meals

Community Eligibility Provision (CEP) Amendment

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School Food Authority (SFA),

agrees to participate in the Community Eligibility Provision (CEP) at the school(s) listed below, for the programs indicated, and accepts responsibility for schools under its jurisdiction that agree to provide meals at no charge to all enrolled children. The school food authority certifies that the school(s) listed below meet all the required criteria outlined in 7 CFR 245.9(f).

For each school participating in CEP lunch and breakfast, list the following:

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School Name

List the school years the cycle is expected to remain in effect (up to four school years):

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Year to reconsider (Year 5\*):

\* The Year 5 options are: start a new CEP cycle, apply for a grace year, or return to standard counting and claiming.

For each school participating in CEP lunch and breakfast, list the following:

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School Name

List the school years the cycle is expected to remain in effect (up to four school years):

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Year to reconsider (Year 5\*):

\* The Year 5 options are: start a new CEP cycle, apply for a grace year, or return to standard counting and claiming.

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Submitted by:

Title:

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Date:

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Telephone Number:

Active email address of Superintendent/Administrator:

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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/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  
   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](http://mailto:program.intake@usda.gov/)

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