

## PUBLIC NOTICE:

### Availability of Child Nutrition Programs in Vermont

**September 14, 2022**

This public notice by the Vermont Agency of Education Child Nutrition Programs outlines the availability of several federal child nutrition programs in Vermont, and the income eligibility guidelines for those programs. Meals are available through the National School Lunch Program (NSLP), the School Breakfast Program (SBP), the NSLP Afterschool Snack Service, and the Child and Adult Care Food Program (CACFP). Some schools are offering meals for free through the [Community Eligibility Program](#). Other schools are offering meals for free through [Provision 2](#). Schools operating Provision 2 may ask households to complete free and reduced meal applications even though meals are served at no charge. Meals are also served at no charge at many childcare centers, after school programs, day care homes, and adult day centers through the Child and Adult Care Food Program. Some of these programs may also ask households to complete income forms.

These programs all use the same income eligibility guidelines. The income guidelines are effective from July 1, 2022 through June 30, 2023. The following household size and income guidelines will be used to determine eligibility:

Household Size	Free					Reduced Price				
	Yearly	Monthly	Twice Per Month	Every Two Weeks	Weekly	Yearly	Monthly	Twice Per Month	Every Two Weeks	Weekly
1	17,677	1,473	737	680	340	25,142	2,096	1,048	967	484
2	23,803	1,984	992	916	458	33,874	2,823	1,412	1,303	652
3	29,939	2,495	1,248	1,152	576	42,606	3,551	1,776	1,639	820
4	36,075	3,007	1,504	1,388	694	51,338	4,279	2,140	1,975	988
5	42,211	3,518	1,759	1,624	812	60,070	5,006	2,503	2,311	1,156
6	48,347	4,029	2,015	1,860	930	68,802	5,734	2,867	2,647	1,324
7	54,483	4,541	2,271	2,096	1,048	77,534	6,462	3,231	2,983	1,492
8	60,619	5,052	2,526	2,332	1,166	86,266	7,189	3,595	3,318	1,659
For each additional household member, add	6,136	512	256	236	118	8,732	728	364	336	168



In the school meals programs, Children from households whose income is at or below the levels shown are eligible for free or reduced-price meals. Children who are eligible for reduced-price meals will receive breakfast and lunch at no additional charge through state support of school nutrition programs. At schools operating CEP or Provision 2, meals will be provided at no charge to all students, regardless of eligibility.

Application forms will be sent to all households with a letter to parents or guardians. To apply for free or reduced-price meals, households should fill out the application and return it to the school or program. Additional copies are available at the principal's office in each school. The information provided on the application is confidential and will be used for the purpose of determining eligibility and may be verified at any time during the school year by school or other program officials. Applications may be submitted at any time during the year. For School Food Authority (SFA) officials to determine eligibility households receiving 3SquaresVT (food stamp benefits) or Reach Up (TANF) must list the children's names, a 3SquaresVT or Reach Up case number, and the signature of an adult household member. All children in households with any household member receiving benefits under assistance programs are eligible for free meals. Children in Other Source Categorically Eligible (i.e., children categorized as homeless, migrant, runaway, Head Start, Even Start, and foster children, if known) are also eligible for free meals.

If you do not list a 3SquaresVT or a Reach Up Number, then the application must have the children's names, total household members, the amount of income each member received last month, the signature of an adult household member, and the last four digits of the adult's social security number or the mark the box if he or she does not have one. Foster children also categorically qualify for free meals/milk, regardless of the child's income. If you have foster children living with you and wish to apply for such meals or milk for them, please complete the application as instructed. Under the provisions of the policy, the approving official will review applications and determine eligibility.

Under the provisions of the free and reduced-price meal policy, the determining official(s), as designated by the sponsor/agency, shall review applications and determine eligibility. Parents or guardians dissatisfied with the eligibility ruling may discuss the decision with the determining official on an informal basis. Parents may also make a formal request for an appeal hearing of the decision and may do so orally or in writing with the school's hearing official. Parents or guardians should contact their child(ren)'s school(s) for specific information regarding the name of the determining official and/or hearing official for a specific school or district.

If a household member becomes unemployed or if the household size increases, the household should contact the school or program and submit a new application. Such changes may make the household eligible for benefits if the household's income falls at or below the levels shown above.

For the school meals programs, any member of a household currently certified to receive 3SquaresVT and/or Reach Up benefits will be notified of the enrolled children's eligibility and that the enrolled children will be provided free benefits unless the household notifies the SFA that it chooses to decline benefits. If 3SquaresVT or Reach Up households are not notified by their school of their eligibility, they will need to submit an application to receive benefits.

A list of schools and child and adult day care programs participating in Child Nutrition Programs is available upon request.

For more information about school meals programs, eligibility, or complaint procedures, please contact: Rosie Krueger, State Director of Child Nutrition Programs. (802)-479-1246 or [mary.krueger@vermont.gov](mailto:mary.krueger@vermont.gov).

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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:

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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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