

2022–2023

MONTGOMERY
COUNTY
PUBLIC
SCHOOLS
Maryland



Application Process for Free and Reduced-Price Meals

APPLY ONLINE AT www.MySchoolApps.com

July 1, 2022

Dear Parent/Guardian:

Children need healthy meals to learn. Montgomery County Public Schools (MCPS) offers healthy meals every school day. Breakfast costs \$1.30; lunch costs \$2.55 in elementary schools and \$2.80 in middle and high schools. Your child(ren) may qualify for free meals or reduced-price meals if your household income is equal to or below the guidelines listed below. Beginning in school year 2022–2023, children who qualify in the reduced-price category will not be charged the cost of a reduced-price meal.

Households are encouraged to complete applications for Free and Reduced-Price Meals (FARMS) in order to ensure that eligible students have access to meals and to assist your child’s school in receiving additional reimbursements/funding from USDA.

Paper application are available at your child’s school by request. If you complete an application online, please DO NOT submit a paper application.

You may apply any time during the school year. The information you provide is confidential.

If any child you are applying for is homeless, migrant, or runaway, please call your child’s school or contact the MCPS Homeless Liaison at 240-740-4511.

If you have any questions or need help, call 240-740-7400 or email DFNSOffice@mcpsmd.org.

Sincerely,

Barbara W. Harral, RDN, Director, Division of Food and Nutrition Services

Please visit these links for more information:

[www. https://www.montgomeryschoolsmd.org/departments/food-and-nutrition/](https://www.montgomeryschoolsmd.org/departments/food-and-nutrition/)
(Frequently Asked Questions, Lunch Menus, and more!)

www.MySchoolApps.com (Apply for free and reduced meals online – translations available)

www.MySchoolBucks.com (Make online cafeteria payments or view account balances.)

2022–2023 Federal Income Eligibility Guidelines

NUMBER IN HOUSEHOLD	GROSS INCOME		
	ANNUAL	MONTHLY	WEEKLY
1.	\$ 25,142	2,096	484
2.	\$ 33,874	2,823	652
3.	\$ 42,606	3,551	820
4.	\$ 51,338	4,279	988
5.	\$ 60,070	5,006	1,156
6.	\$ 68,802	5,734	1,324
7.	\$ 77,534	6,462	1,492
8.	\$ 86,266	7,189	1,659
For each additional family member add . . .	\$ 8,732	728	168

U.S. CITIZENSHIP IS NOT REQUIRED
TO QUALIFY FOR FREE OR REDUCED-PRICE MEALS



Free and Reduced-Price Meals

APPLY ONLINE AT www.MySchoolApps.com

Frequently Asked Questions:

- 1. I COMPLETED AN APPLICATION 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.
*NOTE: If you have received a NOTICE OF ELIGIBILITY FOR FREE MEALS for the 2022-2023 school year for **all students** living in your household, do NOT complete the application. If you did not receive the NOTICE OF ELIGIBILITY FOR FREE MEALS for any children in your household or if you have questions, call 240-740-7400.*
- 1. DO I NEED TO COMPLETE AN APPLICATION FOR EACH CHILD?** No. Use one Meal Benefit Application for all students in your household. We cannot approve an application that is not complete, so be sure to fill out all required information.
- 2. WHO CAN GET FREE MEALS?** All children in households receiving benefits from the Supplemental Nutrition Assistance Program (SNAP), or Temporary Cash Assistance (TCA), foster children, children certified as homeless, runaway, migrant, Head Start, or children who have been Medicaid matched through the Maryland Direct Certification System will receive free meals regardless of your income. Also, your children can get free meals if your household's gross income is within the free limits on the Federal Income Eligibility Guidelines. If any child you are applying for is homeless, migrant, or runaway, please call your child's school or contact the MCPS Homeless Liaison at 240-740-4511.
- 3. 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 apply.
- 4. WILL THE INFORMATION I GIVE BE CHECKED?** Yes, and, we may also ask you to send written proof.
- 5. 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 or reduced-price meals if the household income drops below the income limit.
- 6. MAY I APPLY IF SOMEONE IN MY HOUSEHOLD IS NOT A U.S. CITIZEN?** Yes. You or your children do not have to be U.S. citizens to qualify for free or reduced-price meals.
- 7. 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, foster children, or friends) who share income and 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.
- 8. 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.
- 9. 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.
- 10. WHAT IF I DISAGREE WITH THE SCHOOL'S DECISION ABOUT MY APPLICATION?** Please contact the Division of Food and Nutrition Services. We will review your application and answer any questions about your application. You also may ask for a fair hearing by calling or writing to: Director, Department of Materials Management, 8401 Turkey Thicket Drive, Gaithersburg, MD 20879 • Phone: 240-740-7400, Email: DFNSOffice@mcpsmd.org
- 11. MY FAMILY NEEDS MORE HELP. ARE THERE OTHER PROGRAMS WE MIGHT APPLY FOR?** To find out how to apply for **SNAP, TCA, and medical assistance programs** or other assistance benefits, contact your local assistance office or call 1-800-332-6347.

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

This institution is an equal opportunity provider.

