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STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING

FISCAL YEAR 2015
CHILD AND ADULT CARE FOOD PROGRAM
OPERATIONAL MEMO #30

TO: Child and Adult Care Food Program Institutions

FROM: Marla J. Moss, Director
Office of School Support Services

DATE: July 8, 2015

SUBJECT: **News Media Release – Income Eligibility Guidelines**

The Michigan Department of Education (MDE) has released the attached notice on behalf of public and private schools, public school academies, child care centers, adult day care centers, family day care sponsoring organizations, and other organizations participating in the following U.S. Department of Agriculture programs:

- National School Lunch Program
- School Breakfast Program
- Special Milk Program
- Child and Adult Care Food Program

Federal regulations require that this information be provided annually to local media so that, when possible, it may be printed at any time prior to the start of the school year as a public service.

If you have any questions regarding this memorandum, please contact the Child and Adult Care Food Program office at 517-373-7391.

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MICHIGAN Department of Education *News Release*

Contact: Martin Ackley, Director of Public and Governmental Affairs, (517) 241-4395

Income Guidelines for National Free and Reduced Priced Meals for Schools and the Child and Adult Care Food Program are announced

The Michigan Department of Education has announced the household income guidelines established by the United States Department of Agriculture for free and reduced price meals and free milk through the National School Lunch, School Breakfast, Special Milk, and Child and Adult Care Food Programs. The income guidelines are effective from July 1, 2015, through June 30, 2016.

Families should contact their school, school district, child care center, or family day care home sponsor to find out whether it participates in these programs.

Schools, child care centers, adult day care centers, and family day care home sponsors will provide a form for applying for free or reduced price meals. Only one application is required per household. Most participating centers and all participating family child care homes provide meals to all enrolled participants without any separate charge.

Adults, children, or foster children who are recipients of various programs such as Michigan's Family Independence Program, Food Assistance Program, or Food Distribution Program on Indian Reservations, or who are enrolled in Head Start, an At-Risk afterschool center, or an emergency shelter automatically qualify for free meals. Households with incomes less than or equal to the following guidelines qualify for free or reduced price meals or free milk.

	Scale for Free Meals or Free Milk		Scale for Reduced Price Meals	
Total Family Size	Annual	Monthly	Annual	Monthly
1	$15,301	$1,276	$21,775	$1,815
2	$20,709	$1,726	$29,471	$2,456
3	$26,117	$2,177	$37,167	$3,098
4	$31,525	$2,628	$44,863	$3,739
5	$36,933	$3,078	$52,559	$4,380
6	$42,341	$3,529	$60,255	$5,022
7	$47,749	$3,980	$67,951	$5,663
8	$53,157	$4,430	$75,647	$6,304
For each additional family member add:	$5,408	$451	$7,696	$642

An application to a school, child care center, adult day care center, or family day care home sponsor can be approved if it contains complete documentation of household income or documentation of current participation in Michigan's Family Independence Program, Food Assistance Program, or Food Distribution Program on Indian Reservations. Information supplied on an application for free or reduced price meals may be verified at any time. An appeal procedure is available for households where applications are denied.

Participating schools, child care centers, adult day care centers, and family day care home sponsors accept applications for free or reduced price meals at any time during the year. A household may qualify for free or reduced price meals due to a temporary loss of income, such as a period of unemployment.

If a doctor has determined that a child or adult has a disability, and the disability would prevent the participant from eating the regular school or center meal, the school or center will make any substitution prescribed by a doctor at no charge. The doctor's statement, including prescribed diet and/or substitution, must be submitted to the food service department of the school or child or adult care facility.

The U.S. Department of Agriculture prohibits discrimination against its customers, employees, and applicants for employment on the bases of race, color, national origin, age, disability, sex, gender identity, religion, reprisal, and where applicable, political beliefs, marital status, familial or parental status, sexual orientation, or all or part of an individual's income is derived from any public assistance program, or protected genetic information in employment or in any program or activity conducted or funded by the Department. (Not all prohibited bases will apply to all programs and/or employment activities.)

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: (http://www.ascr.usda.gov/complaint_filing_cust.html), or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov.

Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339; or (800) 845-6136 (Spanish). USDA is an equal opportunity provider and employer.