



**No need to complete a paper application! Apply online at <https://applyformeals.aacps.org> beginning the second week of August.**

**1. Do I need to fill out an application for each child?**

No. Use one meal benefit application for free and reduced-price school meals for all students in your household. We cannot approve an application that is not complete, so be sure to fill out all required information. Return the completed application to your youngest child's school.

**2. Who can get free meals?**

All children in households receiving benefits from the Food Supplement Program [FSP], or Temporary Cash Assistance [TCA], foster children, children certified as homeless, runaway or migrant can 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 you believe children in your household are homeless, migrant or runaway, call (410) 222-5326 to ask about benefits.

**3. Who can get reduced-price meals?**

Your children can get reduced-price meals if your household income is within the reduced-price limits on the federal eligibility income chart.

**4. 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.

**5. 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.

**6. Will the information I give be checked?**

Yes and we may also ask you to send written proof.

**7. 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 and reduced-price meals if the household income drops below the income limit.

**8. What if I disagree with the school's decision about my application?**

You should talk to school officials. You also may ask for a hearing by calling or writing to Supervisor of Food & Nutrition Services, Anne Arundel County Public Schools, 2666 Riva Road., Suite 100, Annapolis, MD 21401, (410) 222-5900, [jrisse@aacps.org](mailto:jrisse@aacps.org).

**9. 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.

**10. 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.

**11. 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.

**12. 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.

**13. My family needs more help.**

**Are there other programs we might apply for?**

To find out how to apply for FSP, TCA, and medical assistance programs or other assistance benefits, contact your local assistance office or call 1-800-332-6347.

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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](http://www.ascr.usda.gov/complaint_filing_cust.html), and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

mail: U.S. Department of Agriculture  
Office of the Assistant Secretary  
for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410

fax: (202) 690-7442; or

email: [program.intake@usda.gov](mailto:program.intake@usda.gov).

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**If you have other questions or need help, call (410) 222-5900.**