

Dear Parent or Guardian:

Our center participates in the Child and Adult Care Food Program (CACFP). The main purpose of the CACFP is to help children receive nutritious food and well balanced meals. Meals and snacks must meet meal pattern requirements. You are not charged a separate fee for the meals and snacks served. We receive reimbursement for meals and snacks served to enrolled children while in care. Additional reimbursement is available for each child whose household is income eligible.

If you believe your income meets the guidelines, or if you receive Food Stamps or Family Independence Program (FIP) benefits, complete the attached Household Income Eligibility Statement and return it to the center. The information will be kept confidential. We will use federal guidelines to determine if your children's meals are eligible for additional reimbursement.

The household income eligibility information you provide will be disclosed to Medicaid and/or SCHIP to identify your children eligible for a health insurance program. You may elect not to have this information disclosed. Should you decline to disclose household income eligibility information, it will not affect your children's eligibility for free or reduced price meals.

Instructions for Completing the Household Income Eligibility Statement

Households Receiving Food Stamp or FIP Benefits

In part 1, list the first and last name of your child(ren) who are enrolled for care in the day care center and list their Food Stamp or FIP case number. Do not use the Bridge Card number. Go to Part 3. An adult household member must sign and date the form.

Households Not Receiving Food Stamps or FIP Benefits

In Part 2, list the first and last name of all household members, both adults and children and gross monthly household income received by each household member, by source. Place an "X" in the next column for children enrolled in the center for child care. If you need more space, use a separate sheet of paper. Go to Part 3. It must include the signature of an adult household member and the adult's social security number or the word "NONE" if the adult does not have a social security number.

Children having parents or guardians who become unemployed are eligible for "A" (free) or "B" (reduced price) meals during the period of unemployment, provided that the loss of income causes the family income during the period of unemployment to be within the standards for those meals.

In certain cases, foster children are eligible for additional reimbursement regardless of your household income. If such children are living with you and you wish to apply for such meals, please contact our office.

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Return the completed Household Income Eligibility Statement to the center.

Households with incomes greater than the levels shown on the CACFP income eligibility guidelines below do not need to complete the attached Household Income Eligibility Statement.

The CACFP income guidelines are as follows:

Family Size	Yearly Income	Monthly Income
1	\$17,705	\$1,476
2	23,736	1,978
3	29,767	2,481
4	35,798	2,984

For each additional family member add: 6,031 503

Please contact our office if you have any questions.

Sincerely,

Alicia Sexton, Tender Hearts Learning Center Licensee

Attachment: Household Income Eligibility Statement

In accordance with Federal law and U. S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 1400

Isaiah 11:6 "A little child will lead them"

TENDER-HEARTS LEARNING CENTER

Independence Avenue, SW, Washington, D.C. 20250-9410 or call (202) 720-5964 (voice and TDD). USDA is an equal opportunity provider and employer.