



**Southwick-Tolland-Granville Regional School District**  
**School Nutrition Department**  
**Public Release 2019-2020**

The Southwick-Tolland-Granville Regional School District (STGRSD) is happy to announce its policy for determining free and reduced price meals served under the National School Lunch Program. Free and Reduced Meal Benefits are available to qualifying families. Meal applications are available on the school website at [https://www.stgrsd.org/departments/school\\_nutrition](https://www.stgrsd.org/departments/school_nutrition) or can be sent home with students if requested. You may apply for Free and Reduced Price Meals at any time during the school year.

Who is eligible for Free or Reduced Price Meals?

Your children may qualify for Free or Reduced Price Meals if your household income falls within the limits on the chart below.

The Federal Income Eligibility Guidelines for July 1, 2019 through June 30, 2020 are as follows:

Household Size	Free Meals					Reduced Price Meals				
	Year	Month	Twice per Month	Every Two Weeks	Week	Year	Month	Twice per Month	Every Two Weeks	Week
<b>1</b>	\$16,237	\$1,354	\$677	\$625	\$313	\$23,107	\$1,926	\$963	\$889	\$445
<b>2</b>	21,983	1,832	916	846	423	31,284	2,607	1,304	1,204	602
<b>3</b>	27,729	2,311	1,156	1,067	534	39,461	3,289	1,645	1,518	759
<b>4</b>	33,475	2,790	1,395	1,288	644	47,638	3,970	1,985	1,833	917
<b>5</b>	39,221	3,269	1,635	1,509	755	55,815	4,652	2,326	2,147	1,074
<b>6</b>	44,967	3,748	1,874	1,730	865	63,992	5,333	2,667	2,462	1,231
<b>7</b>	50,713	4,227	2,114	1,951	976	72,169	6,015	3,008	2,776	1,388
<b>8</b>	56,459	4,705	2,353	2,172	1,086	80,346	6,696	3,348	3,091	1,546
<b>Each additional family member, add:</b>	+5,746	+479	+240	+221	+111	+8,177	+682	+341	+315	+158

If anyone in your household participates in any of the following assistance programs, your children are eligible for free school meals:

- The Supplemental Nutrition Assistance Program (SNAP) or MA SNAP, Temporary Assistance for Needy Families (TANF) or MA TANF, or The Food Distribution Program on Indian Reservations (FDPIR).  
Households receiving any of these benefits are only required to provide the recipient's name, their Agency ID, TANF or FDPIR number, student name(s) and adult signature when submitting an application.
- Foster children that are under the legal responsibility of a foster care agency or court.
- Students who are homeless, migrant, runaway or enrolled in an eligible Head Start or pre-kindergarten program are also eligible for benefits

### Do I need to reapply each year?

For up to 30 operating days into the new school year, eligibility from the previous year will continue. When the carry-over period ends, unless the household is notified their children are directly certified\* or the household submits an application that is approved, the children must pay full price for school meals.

### What is Direct Certification?

Direct certification is yearly notification by the State to the School Nutrition Department that your child is automatically eligible for free school meals. If your child is directly certified, you will receive a notice from STGRSD and you do not need to complete an application.

If you receive a notice of Direct Certification for your child to receive free school meals and there are other children in your household that are not listed, please contact the STGRSD School Nutrition Department at 413-569-6870 to have benefits extended to them.

Households notified of their child's eligibility must contact the Southwick-Tolland-Granville Regional School District at 413-569-6870 or submit in writing if they want to decline the free meal benefits.

Application forms for all other households must list the names of all household members, all household income with the amount, source and frequency of the income received by each household member. An adult signature is required along with the last 4 digits of the adult's Social Security Number or the box checked that the applicant does not have a Social Security Number. Completed applications should be submitted to the Southwick-Tolland-Granville Regional School District, ATTN: Matthew Lillibridge, Director of School Nutrition, 86 Powder Mill Road, Southwick, MA 01077.

If you have any questions, please contact the School Nutrition Department at 413-569-6870.

### USDA Non-Discrimination Statement

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Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotope, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: How to File a Complaint, 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: (1) mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, SW Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov).

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