



**Burlington County Special Services School District
Burlington County Institute of Technology**

**Discover
Your
Potential**

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**Letter to Households in Schools/Districts Participating
in the Seamless Summer Option (SSO)**

Dear Parent or Guardian:

We are pleased to inform you that Burlington County Institute of Technology will be participating in the National School Lunch Program's Seamless Summer Option (SSO) to provide **free meals for all students during the 2021-2022 academic school year**. This letter is to inform you that your child(ren) will be able to receive **free breakfast and lunch daily** at no charge. Even though the district is providing free meals to all students throughout the 2021-2022 academic school year, the Application for Free and Reduced-Price School Meals is still available and is used to determine eligibility for P-EBT benefits, state funding, etc...

We encourage you to complete the attached application to see if you qualify for additional benefits. If you have any questions, please contact us at: (609) 949-7431.

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Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, 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: 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:

- (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.

This institution is an equal opportunity provider.

SEAMLESS SUMMER OPTION

FREQUENTLY ASKED QUESTIONS ABOUT THE APPLICATION FOR FREE AND REDUCED PRICE SCHOOL MEALS

This packet includes the Application for Free and Reduced Price School Meals, and a set of detailed instructions. Below are some common questions and answers to help you with the application process. Children may receive additional benefits if your household's income falls at or below the limits on this chart.

FEDERAL ELIGIBILITY INCOME CHART For School Year 2021-2022			
Household Size	Annual	Monthly	Weekly
1	23,828	1,986	459
2	32,227	2,686	620
3	40,626	3,386	782
4	49,025	4,086	943
5	57,424	4,786	1,105
6	65,823	5,486	1,266
7	74,222	6,186	1,428
8	82,621	6,886	1,589
Each additional person:	8,399	700	162

1. **HOW DO I KNOW IF MY CHILDREN QUALIFY AS HOMELESS, MIGRANT, OR RUNAWAY?**
If you answer "yes" to one or more of the following questions, your children may qualify. Please contact your school for more information: Do the members of your household lack a permanent address? Are you staying together in a shelter, hotel, or other temporary housing arrangement? Does your family relocate on a seasonal basis? Are any children living with you who have chosen to leave their prior family or household?
2. **DO I NEED TO FILL OUT AN APPLICATION FOR EACH CHILD?** No. *Use one 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 one of your children's schools.
3. **SHOULD I FILL OUT AN APPLICATION IF I RECEIVED A DIRECT CERTIFICATION NOTIFICATION LETTER THIS SCHOOL YEAR SAYING MY CHILDREN ARE ALREADY APPROVED FOR FREE MEALS?** No, but please read the letter you got carefully and follow the instructions. If any children in your household were missing from your eligibility notification, contact **your school** immediately.
4. **CAN I APPLY ONLINE?** If available, you are encouraged to complete an online application instead of a paper application if you are able. The online application has the same requirements and will ask you for the same information as the paper application. Contact **your school if you have any questions about the online application.**
5. **MY CHILD'S APPLICATION WAS APPROVED LAST YEAR. DO I NEED TO FILL OUT A NEW ONE?** Yes.

6. I GET WIC. SHOULD I FILL OUT AN APPLICATION? Children in households participating in WIC may be eligible for additional benefits. Please send in an application.
7. WILL THE INFORMATION I GIVE BE CHECKED? Yes. We may also ask you to send written proof of the household income you report.
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:
Andrew Willmott, BCSSSD, 20 Pioneer Blvd, Westampton, NJ, 08060-3824, (609) 261-5600
9. MAY I APPLY IF SOMEONE IN MY HOUSEHOLD IS NOT A U.S. CITIZEN? Yes. You, your children, or other household members do not have to be U.S. citizens to apply.
10. 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.
11. WHAT IF SOME HOUSEHOLD MEMBERS HAVE NO INCOME TO REPORT? Household members may not receive some types of income we ask you to report on the application, or may not receive income at all. Whenever this happens, please write a 0 in the field. However, if any income fields are left empty or blank, those will also be counted as zeroes. Please be careful when leaving income fields blank, as we will assume you meant to do so.
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. WHAT IF THERE ISN'T ENOUGH SPACE ON THE APPLICATION FOR MY FAMILY? List any additional household members on a separate piece of paper, and attach it to your application.
14. MY FAMILY NEEDS MORE HELP. ARE THERE OTHER PROGRAMS WE MIGHT APPLY FOR? To find out how to apply for NJ SNAP or other assistance benefits, contact your local county assistance office or call 1-800-687-9512 or go to <https://oneapp.dhs.state.nj.us/default.aspx>. You can also contact NJ Family Care or Medicaid at 1-800-701-0710 or www.njfamilycare.org for information regarding health insurance for your family. For the WIC Program, call 1-800-328-3838 or go to: www.nj.gov/health/fhs/wic.

If you have other questions or need help, call (609) 949-7431

Sincerely,



Dr. Christopher Nagy, Superintendent

