# SNP Memo #2019-2020-42


**COMMONWEALTH of VIRGINIA
Department of Education**

DATE: April 17, 2020

TO: Directors, Supervisors, and Contact Persons Addressed

FROM: Sandra C. Curwood, PhD, RDN, ***Sandy***

## SUBJECT: Free and Reduced-Price Policy Statement Requirement

The purpose of this memo is to provide information on the required Free and Reduced-Price Policy Statement collected each year. Federal regulations found at 7 CFR §245.10 require local educational agencies (LEAs) who participate in the National School Lunch Program (NSLP), School Breakfast Program (SBP), or Special Milk Program (SMP) to submit a policy statement that details their process for providing meals to students that qualify for free and reduced-price meals. The Free and Reduced-Price Policy Statement is a supplement to the permanent agreement currently on file with the Virginia Department of Education.

The Free and Reduced-Price Policy Statement is Attachment A to this memo. The statement must be signed by the School Nutrition Program Administrator (as identified in SNPWeb) and returned by May 15, 2020. The policy statement must be returned to SNPPolicy@doe.virginia.gov.

If you have any questions or need additional information, please call your regional specialist or email SNPPolicy@doe.virginia.gov.

SCC/BDB/cc

### Attachment

1. Policy Statement for Providing Free and Reduced Price Meals to Students