Attachment A, SNP Memo No. 2020-2021-28

September 24, 2020

Click to insert division logo or letterhead

For Immediate Release: Click to insert date

# School Meals at No Charge for All Children

Effective immediately, Click to insert division name will be serving meals at no charge to children 18 and under. The U.S. Department of Agriculture (USDA) has approved waivers for local school divisions and other federal meal program sponsors to implement the Summer Food Service Program to provide meals to children in the community free of charge through December 31, 2020. The waivers support access to nutritious meals while minimizing exposure to COVID-19.

The new school year requires a new meal application. Although school meals will be provided free to all children, school funding depends on completed meal applications. A new meal application must be completed if you have not already been notified that your student is approved for free meals. It is important to submit a completed meal application as soon as possible.

* Only one meal application is needed for each household.
* Applications are available online at Click to insert division webiste

Meals are available to all children including those learning in-person or virtually and regardless of race, color, national origin, sex, age or disability.

For information regarding meal distribution visit our Click to insert website hyperlink or follow us on social media at Click to insert link to social media page(s).

Meals will be provided, on a first come, first served basis at the following times and locations:

Click to insert time and location information

**USDA Non-Discrimination Statement**

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

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](http://www.ocio.usda.gov/sites/default/files/docs/2012/Complain_combined_6_8_12.pdf), (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](mailto:program.intake@usda.gov).

This institution is an equal opportunity provider.