

**North Carolina Department of Health and Human Services  
Women's and Children's Health  
SUMMER FOOD SERVICE PROGRAM -CHILD ELIGIBILITY APPLICATION  
(For Camps and Closed Enrolled Sites)**

1. PRINT THE PARTICIPANT'S NAME AND DATE OF BIRTH: \_\_\_\_\_ NAME OF SPONSOR: \_\_\_\_\_

\_\_\_\_\_  
First Name Last Name Date of Birth

\_\_\_\_\_  
First Name Last Name Date of Birth

\_\_\_\_\_  
First Name Last Name Date of Birth

SITE NAME: \_\_\_\_\_

AGREEMENT NUMBER: \_\_\_\_\_

2. FOOD STAMP, TANF or FDPIR : If the household currently receives FOOD STAMP, TANF or FDPIR benefits give the case number. Yes, we receive food stamps, TANF or FDPIR benefits. Case number is: **Food Stamp #** \_\_\_\_\_

**TANF #** \_\_\_\_\_ **FDPIR #** \_\_\_\_\_

If yes, and you have provided the case number, **DO NOT complete #3 and #4. Complete #5(voluntary) and #6.** If a child is a member of a food stamp or FDPIR household or TANF assistance unit, the child is automatically eligible to receive free Program meal benefits, subject to the completion of the application.

3. IS THIS A FOSTER CHILD?  Yes  No. If yes, give the child's income \$ \_\_\_\_\_ and **DO NOT complete #4. Complete #5 (voluntary) and contact institution for further instructions. A separate application must be completed for each foster child.**

4. HOUSEHOLD MEMBERS MONTHLY INCOME: List all others living in your household, **DO NOT** include participant listed above. List all gross income (**before deductions**) received last month. If you did not give a food stamp, TANF or FDPIR case number or if this is not a foster child, you must complete the income information.

Names of all Other Household Members	Monthly Wages Salaries	Monthly Social Security Earnings	Monthly Public Assistance/ Child Support Earnings	Monthly Retirement Pensions Earnings	Monthly Other Earnings
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$

5. ETHNIC IDENTITY: Hispanic or Latino Not Hispanic or Latino

RACE OF PARTICIPANT: You are NOT required to answer this question.

White  Black or African American  American Indian or Alaskan Native  
 Asian  Native Hawaiian or Other Pacific Islander

6. SIGNATURE AND SOCIAL SECURITY NUMBER: I certify that all of the above information is true and correct and that all income is reported. I understand that this information is being given for the receipt of federal funds; that Sponsor or SFSP officials may verify the information on the application and that deliberate misrepresentation of the information may subject me to prosecution under applicable state and federal laws.

\_\_\_\_\_  
Signature of Adult Household Member (Required) Date: \_\_\_\_\_ Social Security Number  I do not have a social security number

\_\_\_\_\_  
Printed Name Home Telephone # Work Telephone #

\_\_\_\_\_  
Address City Zip Code

Unless you include your child's case number for the Food Stamp Program, the Food Distribution Program on Indian Reservations (or other identifier for the Food Distribution Program on Indian Reservations) or the Temporary Assistance for Needy Families Program, you must include the social security number of the adult household member signing the application or indicate that the household member does not have a social security number. This is required by section 9 of the National School Lunch Act. The social security number is not mandatory, but the application cannot be approved if a social security number is not given or an indication is not made that the signer does not have a social security number. The social security number will be used in the administration and enforcement of the program. If a child is a Head Start participant, the child is automatically eligible to receive free Program meal benefits, subject to submission by Head Start officials of a Head Start statement of income eligibility or income eligibility documentation.

**For Sponsor To be classified and completed by institution/sponsor**

TOTAL HOUSEHOLD SIZE \_\_\_\_\_ TOTAL HOUSEHOLD MONTHLY INCOME \$ \_\_\_\_\_  
Approved:  Free  Reduced  Denied  Categorical Eligibility  
Reason for denial:  Income too high  incomplete application  other  
Withdrawn on (Date): \_\_\_\_\_

**For state use only:**  
Verified by: \_\_\_\_\_ Date: \_\_\_\_\_  
Verified classification:  Free  Reduced  Denied  
Reason for change in classification: \_\_\_\_\_

\_\_\_\_\_  
Signature of Eligibility Official Date

**PARENT GUARDIAN/HOUSEHOLD LETTER FOR NON-PRICING SPONSORS  
SUMMER FOOD SERVICE PROGRAM**

**Dear Parent or Guardian,**

Please help us comply with the federal requirement mandating the annual submission of Program Eligibility Application . This application will be used only for eligibility determination, placed in our files and treated as confidential information. In order for participants and the Sponsor/site to be considered eligible for program benefits, an adult household member must complete the Program Eligibility Application for each participant enrolled in the site as soon as possible, sign, date and return it to the Sponsor. Completion of the application is not mandatory unless you wish to be considered for eligibility as a free or reduced price participant.

If you currently receive food stamps, Temporary Aid to Needy Families (TANF) or Food Distribution Program on Indian Reservations (FDPIR), you are not required to list household income. You may give your food stamp, TANF or FDPIR case number, sign, date and return the application. You should also note that if you have a foster child the day care center may be eligible for program benefits for the foster child regardless of the income of your household. Please contact the institution for further instructions.

You should list the name of everyone who lives in your household, including all children, parents, grandparents and other relatives. The Department of Agriculture defines a household as a group of related or unrelated individuals (not residents of an institution or boarding house) who are living as one economic unit (i.e. sharing living expenses).

The income which you report **must** be the total gross income, before deductions, received by all members of your household last month (i.e. wages, welfare or retirement etc). Military benefits received in cash, such as housing allowance for military households living off base and food or clothing allowance **must** be considered as income. If you have a household member for whom last month's income was higher or lower than usual, list that person's expected average monthly income. If your household's income is equal to or less than the amounts indicated for your household's size on the chart below, the participant and the day care center will be eligible for program benefits.

**EFFECTIVE JULY 1, 2008 - JUNE 30, 2009 REDUCED GUIDELINES**

<b>HOUSEHOLD SIZE</b>	<b>YEARLY</b>	<b>MONTHLY</b>	<b>TWICE PER MONTH</b>	<b>EVERY TWO WEEKS</b>	<b>WEEKLY</b>
<b>1</b>	<b>19,240</b>	<b>1,604</b>	<b>802</b>	<b>740</b>	<b>370</b>
<b>2</b>	<b>25,900</b>	<b>2,159</b>	<b>1,080</b>	<b>997</b>	<b>499</b>
<b>3</b>	<b>32,560</b>	<b>2,714</b>	<b>1,357</b>	<b>1,253</b>	<b>627</b>
<b>4</b>	<b>39,220</b>	<b>3,269</b>	<b>1,635</b>	<b>1,509</b>	<b>755</b>
<b>5</b>	<b>45,880</b>	<b>3,824</b>	<b>1,912</b>	<b>1,765</b>	<b>883</b>
<b>6</b>	<b>52,540</b>	<b>4,379</b>	<b>2,190</b>	<b>2,021</b>	<b>1,011</b>
<b>7</b>	<b>59,200</b>	<b>4,934</b>	<b>2,467</b>	<b>2,277</b>	<b>1,139</b>
<b>8</b>	<b>65,860</b>	<b>5,489</b>	<b>2,745</b>	<b>2,534</b>	<b>1,267</b>
<b>Add for each Household member</b>	<b>+6,660</b>	<b>+555</b>	<b>+278</b>	<b>+257</b>	<b>+129</b>

You may submit a program eligibility application any time during the fiscal year. If you aren't eligible now but have an increase in household size, become unemployed or have a decrease in income causes your household's total income to be within the eligibility standards on the chart above, you may reapply for program benefits. The information on the application may be verified by the institution's eligibility official at any time during the fiscal year.

In accordance with the Reauthorization Act, households are no longer required to report changes in circumstances, such as an increase in income (currently \$50 per month, or \$600 annually), a decrease in household size or when the household is no longer certified eligible for food stamps or Temporary Assistance for Needy Families. Therefore, once properly approved for free or reduced price benefits, a household will remain eligible for those benefits for a period not to exceed 12 months.

**Privacy Act Statement:** The Richard B. Russell National School Lunch Act requires the information on this application. You do not have to give the information, but if you do not, we cannot approve your child for free or reduced price meals. You must include the social security number of the adult household member who signs the application. The social security number is not required when you apply on behalf of a foster child or you list a Food Stamp, Temporary Assistance for Needy Families (TANF) Program or Food Distribution Program on Indian Reservations (FDPIR) case number for your child or other (FDPIR) identifier or when you indicate that the adult household member signing the application does not have a social security number. We will use your information to determine if your child is eligible for free or reduced price meals, and for administration and enforcement of the Program.

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, 1400 Independence Avenue, SW, Washington, D.C. 20250 9410 or call (800) 795-3272 or (202) 720-6382 (TTY). USDA is an equal opportunity provider and employer

## SFSP ELIGIBILITY APPLICATION INSTRUCTIONS

Please complete the Summer Food Service Program Eligibility Applications using the instructions below. Sign the statement and return it to your child care center.

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### **PART 1-PARTICIPANT'S INFORMATION: Complete this part.**

Print the name(s) of the child enrolled in the center.

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### **PART 2-HOUSEHOLD GETTING FOOD STAMPS, TANF, OR FDPIR BENEFITS: Complete this PART and PART 6.**

- (1) List your current food stamp, TANF, or FDPIR case identification number.
- (2) An adult household member must sign the statement in PART 6.

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### **PART 3-FOSTER CHILD**

- (1) Indicate if child is a Foster Child. A separate application must be completed for each foster child.
- (2) If yes, do not complete PART 4.
- (3) An Adult household Member must sign the statement in PART 6.

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### **PART 4- HOUSEHOLD INCOME: Complete this PART and PART 6**

- (1) List the names of household members.
- (2) Write the amount of income (the amount before taxes or anything else is taken out), the frequency of income (i.e. weekly, every two weeks, twice a month, or monthly) received **last month** for each household member and where it came from, such as earnings, welfare, pensions and other income (refer to examples below for types of income to report). If any amount last month was less than usual, write the person's usual income.
- (3) An adult household member must sign this income eligibility statement and give his/her social security number in PART 6.

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### **PART 5-ETHNIC/ RACIAL IDENTITY: Complete the Ethnic/ Racial identity question if you wish.**

You are not required to answer this question to get meal benefits. However, this information will help ensure that everyone is treated fairly.

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### **PART 6-SIGNATURE AND SOCIAL SECURITY NUMBER: All households complete this PART.**

- (1) All eligibility statements must have this signature of an adult household member;
- (2) The adult household member who signs the statement must include his/her social security number. If he/she does not have a social security number, write "none". If you listed a food stamp, TANF, or FDIR number a social security number is not needed.

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## INCOME TO REPORT

#### Earnings from Employment

Wage/salaries/tips  
Strike benefits  
  
Unemployment compensation  
Worker's compensation  
Net income from self-owned  
business or farm

#### Welfare/Child Support/Alimony

Public assistance payments  
Welfare payments  
Alimony/Child support payments

#### Foster Child's Income

ONLY funds from welfare agency identified by category for personal use of child (clothing, school fees, etc.), funds from child's family for personal use and earnings from other than occasional or part-time employment. DO NOT COUNT funds from welfare agency for shelter, care, etc.

#### Pensions/Retirement/Social Security

Pensions  
Supplemental security income  
Retirement income  
Veteran's payments  
Social security

#### Military Households

All cash income, including military housing/uniform allowances. Does not include "in-kind" benefits NOT paid in cash (base housing, clothing, food, medical care, etc.)

#### Other Income

Disability benefits  
Cash withdrawn from savings  
Interest/dividends  
Income from estates/trusts/  
investments  
  
Regular contributions from  
persons not living in the  
household  
Net royalties/annuities/  
net rental income  
Any other income

All programs of the United States Department of Agriculture are available to everyone with out regard to race, color, sex, national origin, age, or disability.