

FREQUENTLY ASKED QUESTIONS ABOUT SCHOOL MEALS AND SUMMER EBT APPLICATION

Dear Parent/Guardian:

We are pleased to inform you that we will be participating in the National School Lunch and School Breakfast Programs. Children need healthy meals to learn!

The **GREAT NEWS** is that **ALL** students enrolled can receive a healthy breakfast and lunch at **NO CHARGE** to your household each day.

However, we still need your household to complete a School Meals and Summer EBT Application. This application is critical in determining if you will qualify for new assistance (Summer EBT) from the State of Michigan and the amount of money that our school receives from a variety of State and Federal supplemental programs like Title I A, At-risk (31a), Title II A, E-Rate, etc.

These supplemental programs have the potential to offer supports and services for our students including, but not limited to:

- Instructional support (staff, supplies & materials, etc.)
- Non-instructional services (counseling, social work, health services, etc.)
- Professional Learning for staff
- Parent and Community engagement supplies and activities
- Technology

We are asking that you please complete and submit the Household Meal Application as soon as possible to ensure that additional funding for our school is available to meet the needs of our students. All information on the report submitted is confidential. Without your assistance in completing and returning the report, our school cannot maximize the use of available State and Federal funds.

COMMON QUESTIONS:

1. WHO CAN GET FREE MEALS?

- All children enrolled in the district are automatically eligible for free breakfast and lunch meals.
- Foster children that are under the legal responsibility of a foster care agency or court are eligible for free meals.

2. HOW DO I KNOW IF MY CHILDREN QUALIFY AS HOMELESS, MIGRANT, OR RUNAWAY? 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? If you believe children in your household meet these descriptions, please call or email **Melissa Duffrin**, melissa.duffrin@hanoverhorton.org.

3. DO I NEED TO FILL OUT AN APPLICATION FOR EACH CHILD? No. *Use one School Meals and Summer EBT Application for all students in your household.* We cannot process an application that is not complete, so be sure to fill out all required information. Return the completed application to: **Hanover-Horton Schools Attn: Alan Breneman, 10000 Moscow Rd. Horton, MI 49246.**

4. SHOULD I FILL OUT AN APPLICATION IF I RECEIVED A LETTER THIS SCHOOL YEAR SAYING MY CHILD'S APPLICATION HAS BEEN PROCESSED? No, but please read the letter you received carefully and follow the instructions. If any children in your household were missing from your notification, contact Alan Breneman, (517) 990-3603 or email hanover.foodservice@hanoverhorton.org.

5. CAN I APPLY ONLINE? Yes! You are encouraged to complete an online application instead of a paper application. The online application has the same requirements and will ask you for the same information as the paper application. Visit <https://hanoverhorton.familyportal.cloud/> to begin or to learn more about the online application

process. Contact Alan Breneman, (517) 990-3603 or email hanover.foodservice@hanoverhorton.org if you have any questions about the online application.

6. MY CHILD'S APPLICATION WAS APPROVED LAST YEAR. DO I NEED TO FILL OUT A NEW ONE? Yes. Your child's application is only good for that school year and for the first few days of this school year, through **10/5/2023**. If you do not send in a new application that is processed by the school or you have not been notified that your child's application has been received, please submit an application online at <https://hanoverhorton.familyportal.cloud/>.
7. I GET WIC. CAN MY CHILDREN GET FREE MEALS? Yes, all children in the household are eligible for free breakfast and lunch meals.
8. WILL THE INFORMATION I GIVE BE CHECKED? No
9. IF I DON'T QUALIFY NOW, MAY I APPLY LATER? Yes, you may submit an application at any time during the school year. For example, children with a parent or guardian who becomes unemployed may want to submit an updated application because of adjusted household income.
10. 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 submit an application.
11. 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 occasionally. If you have lost a job or had your hours or wages reduced, use your current income.
12. 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.
13. 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.
14. 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. Contact Alan Breneman, (517) 990-3603 or email hanover.foodservice@hanoverhorton.org to receive a second application.
15. MY FAMILY NEEDS MORE HELP. ARE THERE OTHER PROGRAMS WE MIGHT APPLY FOR? To find out how to apply for the Food **Assistance Program (FAP)** or other assistance benefits, contact your local assistance office https://newmibridges.michigan.gov/s/isd-partnershiplanding?language=en_US.

If you have other questions or need help, call **(517) 990-3603**.

Sincerely,

Alan Breneman

Food Service Director

Hanover Horton Schools