



Anchorage School District

Student Nutrition Department

1307 Labar Street • Anchorage, AK 99515 • 907-348-5142 • www.asdk12.org/nutrition

Dear Parent/Guardian:

Your children may qualify for free or reduced priced meals. Good nutrition is important to the health and wellbeing of our students. The Anchorage School District offers healthy meals every school day. Elementary breakfast costs \$2.75; Elementary lunch costs \$4.50. Middle School breakfast costs \$3.00; Middle School lunch costs \$5.00. High School breakfast costs \$3.25; High School lunch costs \$5.50. To see if your children qualify for Free or Reduced Priced meals, apply online by visiting www.nutrition.asdk12.org. If they qualify, their breakfasts and lunches could be free or reduced to \$0.30 for breakfasts and \$0.40 for lunches. If you are unable to apply online, you may request a paper application. Please note that paper applications can take more time to process and are prone to returns for incomplete information. Below are some common questions and answers to help you with the application process.

- Who can get free or reduced-price meals?
 - a. Children in households receiving benefits from Supplemental Nutrition Assistance Program (SNAP) or State Temporary Assistance for Needy Families (TANF), are eligible for free meals. Please forward a copy of your Direct Certification Letter to Student Nutrition at SNAdmin@asdk12.org, fax to 348-5218 or mail to 1307 Labar Street, Anchorage, Alaska 99515.
 - b. Foster children that are considered wards of the State are eligible.
 - c. Children participating in their school's income tested Head Start program are eligible.
 - d. Children who meet the definition of homeless, runaway, or migrant are eligible.
 - e. Children may receive free or reduced-price meals if your total household's **gross income (before taxes or deductions, including the permanent fund dividend)** falls within the limits on the Federal Income Eligibility Guidelines listed below: **Federal Eligibility Income Chart for School Year 2022-23**. Note: applications received before December 31, 2022 will include the \$1,114 PFD.

Household size	Annual \$	Monthly \$	Twice per month \$	Bi-weekly \$	Weekly \$
1	31,432	2,620	1,310	1,209	605
2	42,347	3,529	1,765	1,629	815
3	53,262	4,439	2,220	2,049	1,025
4	64,177	5,349	2,675	2,469	1,235
5	75,092	6,258	3,129	2,889	1,445
6	86,007	7,168	3,584	3,308	1,654
7	96,922	8,077	4,039	3,728	1,864
8	107,837	8,987	4,494	4,148	2,074
Each additional person	10,915	910	455	420	210

Educating All Students for Success in Life

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- Will the information I give be verified?

Yes, we may also ask you to send written proof of the household income you report.

- How do I know if my children qualify as homeless, runaway or migrant?

a. 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 and haven't been told your children will get free meals, please call the child in transition liaison at 742-3833 or visit the CIT website at <http://www.asdk12.org/CITH>.

b. Households participating in personal subsistence fishing (salt and freshwater), clamming, crabbing, shrimping, commercial fishing, fish processing, logging, or agricultural work may visit the Migrant Education website to take a survey to screen for eligibility <https://www.asdk12.org/migrated> or call Migrant Education at (907)742-4275.

- How do I apply?

Apply online or print an application by visiting www.nutrition.asdk12.org and select Apply Online for Free and Reduced Priced Meals. Apply in late July or early August for new to district students or kindergarteners. If a student did not have coverage last year, they would not have temporary free status for the beginning of the 22-23 school year.

- Do I need to fill out an application for each child?

No, please use **ONE** Free and Reduced Price School Meals Application for all students enrolled in the Anchorage School District in your home. We cannot approve an application that is not complete. Be sure to fill out all required information. Please apply online or return the completed paper application to Student Nutrition 1307 Labar Street, Anchorage, Alaska 99515. Please include all students on the application form including incoming kindergarteners.

- Do I need to fill out an application if I received a letter for the 22-23 school year saying my children are approved for free meals?

No, but please read the letter carefully and follow the instructions. If any children in your household were missing from your eligibility notification, contact Student Nutrition immediately to avoid the possibility of incurring lunch charges. A student in a temporary grace period still requires an application prior to September 29 to be certified for the remainder of the school year.

- Do I need to fill out an application if I received a letter for the 22-23 school year that says my child is enrolled in a CEP (Community Eligible Provision) school and will have free meals provided?

You will not need to apply for children in your household that are enrolled in a CEP school, but if you have other children in your household that do not attend a CEP school or you change schools to a non CEP school then you will need to apply.

- My child's application was approved for the 21-22 school year. Do I need to fill out a new one?

Yes, your child's application is only good for a short carryover period in the current school year to allow you time to re-certify your children for the 22-23 school year. To avoid incurring paid meal charges for expired program eligibility, re-apply in between August and the September 29 for all students. Include all students on one application, even if they attend different schools. Approval can take 10 days from receipt of complete application so we recommend filing by mid-September at the latest for returning students to avoid incurring charges.

- How will I know if my children qualify?

You will receive written notification via mail. Please make sure your student profile mailing address (rather than the parent address) is updated in Q Parent Connection and at each students' schools to ensure you receive notices about your application. This can be verified with the school registrar.

- I receive WIC; can my children get free meals? Children in households participating in WIC may be eligible, please apply.

- If I don't qualify now, may I apply later?

Yes, you may apply at any time during the school year and as many times as you need as circumstances change. However, if approved you will not need to apply until the next school year.

What if I disagree with the school district's determination of my application?

You may contact Student Nutrition to discuss your eligibility determination. You may also request a hearing by writing to: Student Nutrition Director, 1307 Labar Street, Anchorage, Alaska 99515.

- 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 for free or reduced price meals.

- What if my income is not always the same?

List the **gross income amount** that you normally receive. For example, if you normally make \$1,000 each month, but you missed some work last month and only made \$900, put down that you made \$1,000 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. Please be sure to fill out the gross income frequency (weekly, bi-weekly, bi-monthly or monthly) or your application will be returned and/ or delayed.

- What if some household members have no income to report?

If members of the household receive no income, please write a 0 in the field. If any income fields are left empty, we will assume their income is 0.

- 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, clothing, or receive Family Subsistence Supplemental Allowance payments, it must also be included as income. However, if your housing is part of the Military Housing Privatization Initiative (JBER is a qualifying installation), do not include your housing allowance as income. Any additional combat pay resulting from deployment is also excluded from income.

- What if there isn't enough space on the application for my family?

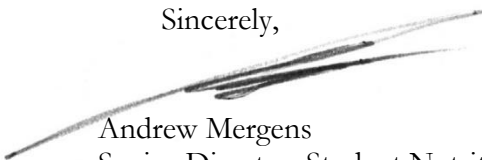
Apply online, if you must submit a paper copy list additional household members on a separate piece of paper, and attach it to your application.

- My family needs more help. Are there other programs we might apply for?

To find out more about assistance programs in Alaska visit www.dhss.alaska.gov/dpa

Contact Student Nutrition Office via email at SNAdmin@asdk12.org or at (907)348-5145 for further assistance.

Sincerely,



Andrew Mergens
Senior Director, Student Nutrition

Apply Online. Anywhere. Anytime.

<http://nutrition.asdk12.org>

The Anchorage School District has made it faster and easier for parents to apply for free and reduced meals. This free service enables families to receive program benefits faster than using the paper application. Your application is electronically submitted directly to the child nutrition office for processing.

Submit an application in minutes

Easy-to-follow steps

Faster processing

Safe and secure

