

Eastford School, PO Box 158, 12 Westford Road, Eastford, CT 06242-0158

The **Eastford School** announced today its policy for determining eligibility of children who may receive free milk served under the Special Milk Program (SMP). Local school officials have adopted the United States Department of Agriculture’s (USDA) Income Eligibility Guidelines (IEGs) for family size and income criteria for determining eligibility. The following income guidelines will be used in Connecticut from **July 1, 2021, to June 30, 2022**, for determining eligibility of participants for free milk in the Child Nutrition Programs.

Income Guidelines for Child Nutrition Programs: July 1, 2021 to June 30, 2022	
Free milks	
Household Size	Annual gross income
1	16,744
2	22,646
3	28,548
4	34,450
5	40,352
6	46,254
7	52,156
8	58,058
Each additional family member	+ 5,902

Students residing in households with income at or below the levels shown in the chart above are eligible for free milk. Milk applications have been sent in the July mailing to Eastford School Parents. To apply milk, households should fill out the application and return it to the school. Should you need another copy you may pick up at the school office or download from the school’s webpage. Only one application is required per household.

The information provided on the application is confidential and will be used only for the purposes of determining eligibility and for administration and enforcement of the milk. Additionally, all school-aged students in income-eligible households can receive school milk benefits regardless of a student’s immigration status, and the district/school does not release information for immigration-related purposes in the usual course of operating the CNPs. Note that the district *may* share your eligibility information. Applications may be submitted at any time during the year.

For up to 30 operating days into the new school year, eligibility from the previous year will continue within the same local educational agency (LEA). When the carry-over period ends, unless the household is notified that the students are directly certified or the household submits an application that is approved, the students must pay full price for milk SY 2021-22. Households will not be sent a reminder.

No application is required if the district directly certifies a student based on a household member receiving assistance from the Supplemental Nutrition Assistance Program (SNAP) or the Temporary Family Assistance (TFA) program. Households receiving SNAP or TFA benefits for their children should only submit an application if they are **not** notified of their eligibility by September 30, 2021.

Some students *may* be directly certified for free milks based on Medicaid (HUSKY A). No application is required if the district directly certifies a student based on Medicaid (HUSKY A). The household will be notified.

If a student is not directly certified, the household should complete a free milk form. Students in households participating in the Special Supplemental Nutrition Program for Women, Infants and Children (WIC) may be eligible for free milk. Please send in an application or contact the determining official for more information.

Households notified of their children’s eligibility must contact the determining official or school if it chooses to decline the free milk benefits. If households/students are **not** notified by the district/school of their free

milk benefits and they receive benefits under qualifying public assistance programs or under Other Source Categorically Eligible Programs, the parent/guardian should contact the determining official or their school.

Foster children that are under the legal responsibility of a foster care agency or court, are categorically eligible for free milk. Note however, that a foster child’s eligibility for free milk does not automatically extend to all students in the household.

Application forms for all other households require a statement of total household income, household size and names of all household members. The last four digits of the social security number of an adult household member must be included or a statement that the household member does not have one. The adult household member must also sign the application certifying that the information provided is correct.

Under the provisions of the policy for determining eligibility for free milk Principal McCombe at 860-974-1130 or email cmcombe@eastfordct.org will review applications and determine eligibility. If a parent/guardian is dissatisfied with the ruling of the determining official, they may wish to discuss the decision with the determining official on an informal basis. If they wish to make a formal appeal, a request either orally or in writing, may be made to Superintendent Dr. Donna Leake at 860-974-1130 or dleake@eastfordct.org for a hearing to appeal the decision.

The policy contains an outline of the hearing procedure. Each school and the central office of the school district has a copy of the policy, which may be reviewed by an interested party. If a household member becomes unemployed or if household size changes at any time, the household should contact the school to file a new application. Questions regarding the application process may be directed to the determining official at **860-974-1130**. This is the Public Release we will send in **August of 2021** to the Eastford Communicator and The Eastford School’s Webpage.

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, should contact the Agency 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](#), (AD-3027) found online at: [How to File a Complaint](#), 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: mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW Washington, D.C. 20250-9410, fax: (202) 690-7442; or email: program.intake@usda.gov. This institution is an equal opportunity provider.