

**Montachusett Regional Vocational Technical School District**  
**Public Announcement**  
**National School Lunch & Breakfast Program**

Montachusett Regional Vocational Technical School District announced its policy for free and reduced price lunch and breakfast for those students unable to pay the full price for meals and snacks under the National School Lunch & Breakfast Program. The following household size and income criteria will be used to determine eligibility:

**INCOME ELIGIBILITY GUIDELINES**

(Effective July 1, 2016 – June 30, 2017)

HOUSEHOLD SIZE	Free Meals (130%)					Reduced Meals (185%)				
	YEAR	MONTH	Twice per Month	Every Two Weeks	WEEK	YEAR	MONTH	Twice per Month	Every Two Weeks	WEEK
1	15,444	1,287	644	594	297	21,978	1,832	916	846	423
2	20,826	1,736	868	801	401	29,637	2,470	1,235	1,140	570
3	26,208	2,184	1,092	1,008	504	37,296	3,108	1,554	1,435	718
4	31,590	2,633	1,317	1,215	608	44,955	3,747	1,874	1,730	865
5	36,972	3,081	1,541	1,422	711	52,614	4,385	2,193	2,024	1,012
6	42,354	3,530	1,765	1,629	815	60,273	5,023	2,512	2,319	1,160
7	47,749	3,980	1,990	1,837	919	67,951	5,663	2,832	2,614	1,307
8	53,157	4,430	2,215	2,045	1,023	75,647	6,304	3,152	2,910	1,455
Each additional family member, add	+5,408	+451	+226	+208	+104	+7,696	+642	+321	+296	+148

Children from households that meet federal guidelines [above] are eligible for free or reduced price meal services. Complete one application per household for all children that attend **the same school district**. If you receive a letter that states your child(ren) are eligible for free meals via the direct certification process, you do NOT need to complete an application to receive free meal benefits. If you need to complete an application, the district strongly encourages the use of its ONLINE application found at [www.montytech.net](http://www.montytech.net). If you prefer a paper application, go online to [www.montytech.net](http://www.montytech.net); the application is located under "Parents & Students" / "Cafeteria Online Payment and Free/Reduced Lunch Application." Households must answer all applicable questions. Incomplete applications cannot be processed. ONLINE applications will be processed 24 to 48 hours after submissions. Paper applications require up to five days to account for the additional time needed for mail delivery and manual processing. Households may apply for benefits at any time during the school year. Homeless, migrant, runaway youth and foster care children are categorically eligible for free meals. Households that do not agree with the determination may request a fair hearing.

All meals served must meet the meal requirements as defined by the U.S. Department of Agriculture. If a child has been determined by a doctor to have a disability and the disability would prevent the child from eating the regular school meal (or alternate), Monty Tech Cafe staff, in conjunction with doctor recommendations, will make substitutions at no extra charge. If your child needs substitutions because of a disability, please contact the school for further information.

**Non-discrimination Statement:** This explains what to do if you believe you have been treated unfairly.

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, (AD-3027) found online at: [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](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.