Dear\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_

Center Letterhead

Pricing Program Notification Letter

The application for Free or Reduced Price meals for \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_is:

 (participant’s name)

\_\_\_\_\_\_\_\_ **Approved for Free meals and snacks**

\_\_\_\_\_\_\_\_ **Approved for Reduced Price meals and snacks**:

 40 cents for lunch, 30 cents for breakfast, 15 cents for snacks.

\_\_\_\_\_\_\_\_ **Denied for the following reason(s):**

 \_\_\_ Income over the amount listed in the *USDA Income Eligibility Guidelines*.

 \_\_\_ Incomplete application. The following information is missing: \_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_ Other reason: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

If you do not agree with the decision, you may discuss it with the Center official signing this letter and you have a right to a fair hearing. You may request a hearing by calling or writing the following official:

Name of Hearing Official \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

You may reapply for benefits for the participant at any time during the year. If the participant is not eligible for Free or Reduced Price benefits now, but later in the year there is a decrease in household income, or an increase in household size, or household members become unemployed you may complete and submit another application at that time.

Sincerely,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_

 (Name) (Title) (Date)

This institution is an equal opportunity provider.