<Please remove this statement and print on school letterhead.>

Date: August 19, 2020

# Oregon Expanded Income Guidelines

**Dear Parent or Guardian of\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_:**

We are pleased to inform you that [Insert Name of School District Implementing EIG] will implement a new “no-charge” meal option available to qualifying students in Oregon schools participating in the National School Lunch and School Breakfast Programs Expanded Income Guidelines (EIG) for School Year [Insert School Year].

**What does this mean for you and your children?** This is great news for your family!

Based on the information provided in your Household Application for Free and Reduced Price School Meals, your child(ren) qualify and are approved for Oregon EIG Meals. Approved students areeligible to receive a complete healthy breakfast and lunch at school at **no charge** for each day of the [Insert School Year] school year. No further action is required of you.

**What is Oregon EIG?** Federal income eligibility guidelines allow students from households with income up to 185% of the federal poverty level to qualify for free or reduced meals. The Oregon legislature expanded those income guidelines to include households with income between 185 – 300% of the federal poverty level. EIG is available to students in Oregon public schools and public charter schools who implement EIG.

**How is this different from USDA Free/Reduced Meal Benefits?**

The approval for Oregon EIG status is specific to EIG participating schools in Oregon. If your children attend schools that are not participating in EIG, your household may still need to pay for meals.

You may see “eligible for free or reduced price school meals” in relation to discounts or reduced fees. Qualifying for Oregon EIG does not qualify your household for other program or discounts.

If you have questions, please contact your Food Service Office by calling or writing:

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Name Phone

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Address

**Sincerely**,

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Determining Official Phone

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**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>, 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).

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