

07 August 2008

MEMORANDUM

From: DOD Free/Reduced Lunch Adjudicator, U.S. Naval Support Activity, Naples, Italy

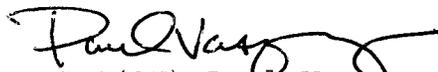
Subj: APPLICATION PROCESS FOR FREE AND REDUCED LUNCH PROGRAM FOR SCHOOL YEAR 2008 TO 2009

Ref: (a) DoD Directive 1015.5, dated 11 October 1983

Encl: (1) Application for Free and Reduced Lunch Program

1. To apply for the Free and Reduced Lunch Program for 2008/2009 school year please fill out the enclosed application. Once completed, attach a copy of the **most current** Leave and Earnings Statement, and return it to the Main office of either the High School or Elementary School. If you have access to a scanner or digital sender, email it to: Paul.Vasquez@eu.navy.mil.
2. The application will be adjudicated and you will be notified via email or phone if your application has been approved or disapproved.
3. It is important that the social security numbers of both parents are included on the application.
4. Children are not eligible for the Free and Reduced Lunch Program when Temporary Living Allowance (TLA) is being received.
5. If there are any questions or concerns regarding this program please contact me at DSN 626-5019/COMM: 081-568-5019 or CELL: 334-609-3331.

Very Respectfully,


GMC(SW) Paul Vasquez

Application for Free and Reduced Price Meals
School year 1 July 2008 through 30 June 2009

Note: APPLICATION WILL BE CONSIDERED ONLY IF ALL REQUESTED INFORMATION IS PROVIDED.

AUTHORITY: The National School Lunch Act (42 USC 1751) as amended by Public Law 91-248 (1970) and the Free and Reduced Price Meal Policy Statement of the Department of Defense.

PRINCIPLE PURPOSE: To determine eligibility for free or reduced price meals under the National School Lunch Program.

ROUTINE USES: This form will be used solely for the principle purpose described above.

MANDATORY OR VOLUNTARY DISCLOSURE AND EFFECTS ON INDIVIDUAL NOT PROVIDING INFORMATION: Voluntary, however, failure to complete this form properly may preclude consideration for eligibility in the Free and Reduced Lunch price meal program.

PARENT: To apply for Free or Reduced price meals fill out this form completely and return it with a copy of your most current Leave and Earnings Statement (LES) and spouse's pay stub (if applicable) to the main office of the High School or Elementary School. Applications can also be emailed to Paul.Vasquez@eu.navy.mil.

******PLEASE LIST ALL CHILDREN, EVEN THOSE NOT OF SCHOOL AGE******

Child Name	Grade	Age	Child Name	Grade	Age

Total number in family including spouse and children _____

Sponsor Name: _____ Grade: _____ SSN: _____
 Duty Phone: _____ Email Address: _____
 Spouse's Name: _____ SSN : _____
 Home Phone: _____ Duty Address: _____
 Current Local Address: _____

Total family income is the basic pay plus the subsistence allowance (BAS). All personnel are also required to include wages of all working family members, welfare payments, pension, child support etc.

Monthly Income Sponsor + BAS: _____ + Monthly Income family member(s): _____

In certain cases, foster children are eligible for free or reduced price meals regardless of family income. If you have foster child(ren) living with you please "X" here _____.

This application is being made in conjunction with the receipt of Federal Funds. Deliberate misrepresentation of information may subject the applicant to prosecution under applicable state and federal criminal statutes. If either you or your spouse's income status changes, you must report this to the Housing Military Liaison or Schools' Officer to have your application reviewed.

I certify that all of the above information is true and correct to the best of my knowledge and belief.

Signature of Sponsor or Spouse: _____ Date: _____

 *****Adjudicator's use only*****

Approved Free

Approved Reduced

Disapproved

Reason for Disapproval _____

Approving Authority Signature: _____ Date: _____