

MLWGS FREE BREAKFAST AND LUNCH SERVICES FORMS

Dear Parent/Guardian:

Every day that the school is open, MLWGS provides meals to students in need to support their socioemotional well-being. **Please fill out this form, which is NOT a free lunch application. Rather, it will be used in partnership with the student's home school division to receive free lunch services and to determine eligibility for other financial support services offered by MLWGS.**

Our food services operation is supported entirely by the sale of food items. This system allows students to select from a wide array of choices. Food items are priced individually, and the total cost of a student meal depends on the items selected. Menus are available online.

If you are interested in receiving free lunch services, complete the forms attached to this letter and return it to the school as soon as possible. Information you provide will be treated confidentially and will be used only for verification of data. You will be notified by the Assistant Director if your MLWGS student is approved for the meal credit. **Contact the Assistant Director (804) 354-6800 x2110 if you have any questions.**

Indicators to determine other forms of financial assistance:

MLWGS students who request free lunch services may receive services related to **Supplemental Nutrition Assistance Program (SNAP) and/or Temporary Aid for Needy Families (TANF)** from the Department of Social Services or be a member of a **foster or group home or may be refugee children**. These students would also be identified for financial assistance for fees, supplies, and other expenses and would receive such assistance.

Duration:

A child's eligibility is in effect for the current school year and up to one month of the subsequent school year. A new form should be completed annually.

Frequently Asked Questions:

- 1) **WHILE THE SCHOOL IS CLOSED, WHAT FOOD SERVICES ARE AVAILABLE?** Our participating divisions have agreed to support students in their home counties with the food services they are providing to other students.
- 2) **MY CHILD'S FORMS WERE PROCESSED LAST YEAR. DO I NEED TO FILL OUT NEW ONES?** Yes, you should complete a new set of forms each school year.
- 3) **MAY I APPLY IF SOMEONE IN MY HOUSEHOLD IS NOT A U.S. CITIZEN?** Yes. You, your children, or other household members do not have to be U.S. citizens to receive free meals.
- 4) **MY FAMILY NEEDS MORE ASSISTANCE. ARE THERE OTHER PROGRAMS WE MIGHT APPLY FOR?** To find out how to apply for Virginia SNAP or other assistance benefits, contact your local assistance office or call (855) 635-4370.
- 5) **WHAT IF I HAVE FURTHER QUESTIONS?** For clarification you should contact: Dr. Lisa Williams at (804) 354-6800 x2110, or lisa.williams@gsgis.k12.va.us
- 6) You also may ask for a hearing by calling or writing to: Dr. Robert Lowerre (804) 354-6800 x2180; rlowerre@gsgis.k12.va.us.

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Request for Assistance Directions: Please complete all requested information below. This form must be signed by a parent or guardian and then returned to the office of the Assistant Director (Room 211) **within one month of the start of classes on campus.**

Step 1:

Student Information	Parent Information
Name:	Name:
Address:	Address (if different from student):
Home Phone:	Home Phone (if different):
Home School Division:	Work Phone:
Email Address:	Email Address:
Cell Phone:	Cell Phone:

Step 2: Do any household members, including yourself, currently participate in one of the following programs or hold one of the following statuses (check all that apply):

- Supplemental Nutrition Assistance Program (SNAP)
Case Number: _____
- Temporary Aid to Needy Families (TANF)
Case Number: _____
- Statuses: Foster child, group home resident, or refugee child
Point of Contact Name: _____/Contact #: _____
- I am requesting that my child's home school division extend free lunch services to my student attending MLWGS. Point of Contact Name: _____/Contact #: _____

Note: Our meal program is not subsidized by the Federal government, therefore; income guidelines do not apply.

Signature of Parent/Guardian: _____ **Date:** _____

Sharing Information with Other Programs

Dear Parent/Guardian:

To save you time and effort, the information you gave on your Free Breakfast and Lunch Application can be shared with other programs for which your child(ren) may qualify. For the following programs, we must have your permission to share your information. Sending in this form will not change whether your child(ren) receive free meal benefits.

- Yes! I DO want school officials to share information from my Free Breakfast and Lunch Forms with the Assistant Director, who facilitates subsidies for class fees, student activities, and other requests for school-related financial assistance.
- Yes! I DO want school officials to share information from my Free Breakfast and Lunch Forms with the GReat Aspirations Scholarship Program, which provides free financial advice on scholarship programs, grants, and student loans.
- Yes! I DO want school officials to share information from my Free Breakfast and Lunch Forms with the Counseling Department, which facilitates fee waivers or reductions for AP Exams, SAT testing, and ACT testing.
- Yes! I DO want school officials to share information from my Free Breakfast and Lunch Application with the Technology Department, which facilitates programs to loan students laptops and to provide free mobile hotspots for internet access.

If you checked yes to any or all of the boxes above, fill out the form below to ensure that your information is shared for the child(ren) listed below. Your information will be shared only with the programs you checked.

Child's Name: _____ Grade Level: _____

Child's Name: _____ Grade Level: _____

Child's Name: _____ Grade Level: _____

Signature of Parent/Guardian: _____ Date: _____

Printed Name:

Address:

For more information, you may call the Assistant Director at MLWGS at (804) 354-6800 x2110 or email at lisa.williams@gsgis.k12.va.us. **Return this form to Office 211 within one month of the start of classes on campus.**