

(If you are only participating with open sites, please do not fill this out)

**USDA Summer Food Service Program Fiscal Year
Camp and Enrolled Site Free Meal Policy Statement
CFDA# 10.559**

Name of Sponsor: _____

Street Address: _____

City _____ State/Zip _____

_____ has agreed to participate in the Summer Food Service Program and accepts responsibility for providing Program benefits to eligible children in the site(s) under its jurisdiction.

The Sponsor assures the Wyoming Department of Education that although there is no separate charge established for meals, it will uniformly implement the following policy. In fulfilling its responsibilities, the sponsor:

- A. Agrees that no meals will be claimed unless there is adequate documentation on file to support the claim. Adequate documentation (for each family) includes household income received by each household member (identified by source of income), names of all household members, and social security number of the adult who signs the statement. If the person signing the application does not have a social security number, that person must so indicate. Adequate documentation for each child who is a member of a food stamp or FDPIR household or a POWER assistance unit includes the name(s) and appropriate FDPIR, food stamp or POWER case number(s) for the child(ren) and a signature from an adult household member.
- B. Agrees to maintain on file for three (3) years supporting documentation described in item A above.
- C. Agrees that there will be no physical segregation of, or any other discrimination against any child. The names of the children for which meals may be claimed shall not be published, posted, or announced in any manner, and there shall be no overt identification of any such children by any means. Further assurance is given that all children shall be served the same meals.
- D. Agrees that in the operation of the Program, no child shall be discriminated against because of race, color, national origin, sex, age, or disability.
- E. Agrees to submit to Food and Nutrition Service a description of the method for accepting applications, a sample of the Income Eligibility Application, parent letter, and public release to be used.
- F. Agrees to designate _____ (Name and Title) to make determinations of eligibility for purposes of claiming meals. The official will use the USDA eligibility criteria to make eligibility determinations.
- G. Agrees to establish a procedure to account for meals served.

- H. Agrees to announce in the media serving the area from which it draws its attendance the availability of free meals. The announcement shall include the USDA's family-size and income standards for reduced price meals, a statement that children who are members of food stamp or FDPIR households, or POWER assistance units are automatically eligible to receive free meal benefits.

Non-discrimination Statement: This explains what to do if you believe you have been treated unfairly. "In accordance with Federal Law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. To file a complaint of discrimination, write USDA, Director, Office of Adjudication, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410 or call toll free (866) 632-9992 (Voice). Individuals who are hearing impaired or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339; or (800) 845-6136 (Spanish). USDA is an equal opportunity provider and employer."

- I. Agrees that the application and parent letter and/or any other descriptive material distributed to parents or guardians shall contain only the family-size and income levels for reduced price school eligibility with an explanation that households with income less than or equal to these values would be eligible for free meals; a statement that if a child is a member of a food stamp or FDPIR household or a POWER assistance unit, the child is automatically eligible to receive free program meal benefits, subject to completion of an application as described in "A" of this agreement; and a statement to the effect that "in certain cases, foster children are eligible for free meals regardless of household income. If such children are living with you and you wish to apply for such meals, please contact us."

SIGNATURES

Sponsoring Official

Date

Wyoming Department of Education Official

Date