

# MEDIA RELEASE FOR FREE MEALS FOR STANDARD Schools

## National School Lunch/Breakfast Program School Year 2023-2024

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The [Capitan Municipal Schools](#) announced today its policy to serve nutritious meals every school day under the [National School Lunch Program, School Breakfast Program, and/or Afterschool Snack Program](#). Effective July 1, [2023] through June 30, [2024], children are eligible for free or reduced-price meals if the household income is less than or equal to the federal guidelines.

Starting on July 15, 2023, Capitan Municipal Schools will begin distributing letters to the households of the children in the district about the 2023-2024 eligibility benefits and actions households need to take to apply. Applications also are available at the school's website, [www.capitantigers.org](http://www.capitantigers.org) or at the District's Administration office, the Elementary office or the MS/HS office.

### **Criteria for Free and Reduced-Price Meal Benefits to Start School Year 2023-2024**

The following criteria will be used to determine a child's eligibility for free or reduced-price meal benefits at the beginning of School Year 2023-2024:

#### *Income*

- Household income that is at or below the income eligibility levels

#### *Categorical or Automatic Eligibility*

- Household receiving Supplemental Nutrition Assistance Program (SNAP), Temporary Assistance for Needy Families (TANF); or Food Distribution Program on Indian Reservations (FDPIR)

#### *Program Participant*

- Child's status as a foster child, homeless, runaway, migrant, or displaced by a declared disaster
- Child's enrollment in Head Start or Even Start

#### *Income Eligibility*

For those households that qualify for free or reduced-price meals based on income, an adult in the household must complete the free and reduced-price meal application and return it to [Jamie Shepperd, Chief Financial Officer, Capitan Municipal Schools, PO Box 278, Capitan, NM 88316](#). Those individuals filling out the application will need to provide the following information:

- Names of all household members
- Amount, frequency, and source of current income for each household member
- Last 4 digits of the Social Security number of the adult household member who signs the application or, if the adult does not have a social security number, check the box for "No Social Security number"
- Signature of an adult household member attesting that the information provided is correct

#### *Categorical or Program Eligibility*

[The District's administration office](#) is working with PED to identify all children who are categorically and program eligible.

Any household that wishes to decline benefits should contact [Jamie Shepperd, Chief Financial Officer](#).

Applications may be submitted anytime during the school year. The information households provide on the application will be used to determine eligibility. Applications may also be verified by the school officials at any time during the school year.

### Determining Eligibility

Under the provisions of the free and reduced-price meal policy, [Jamie Shepperd](#) will review applications and determine eligibility. Households or guardians dissatisfied with the Determining Official's eligibility determination may wish to discuss the decision with the Determining Official on an informal basis. Households wishing to make a formal appeal for a hearing on the decision may make a request either orally or in writing to [Vance Lee, Superintendent, Capitan Municipal Schools, PO Box 278, Capitan, NM 88316](#).

### Unexpected Circumstances

If a household member becomes unemployed or if the household size increases, the household should contact the school. Such changes may make the children of the household eligible for benefits if the household's income falls at or below the current income eligibility guidelines below.

INCOME ELIGIBILITY GUIDELINES											
Effective from July 1, 2023 to June 30, 2024											
48 CONTIGUOUS STATES, DISTRICT OF COLUMBIA, GUAM, AND TERRITORIES											
FEDERAL POVERTY GUIDELINES		REDUCED PRICE MEALS - 185 %					FREE MEALS - 130%				
HOUSEHOLD SIZE	ANNUAL	ANNUAL	MONTHLY	TWICE PER MONTH	EVERY TWO WEEKS	WEEKLY	ANNUAL	MONTHLY	TWICE PER MONTH	EVERY TWO WEEKS	WEEKLY
1	14,580	26,973	2,248	1,124	1,038	519	18,954	1,580	790	729	365
2	19,720	36,482	3,041	1,521	1404	702	25,636	2,137	1,069	986	493
3	24,860	45,991	3,833	1,917	1,769	885	32,318	2,694	1,347	1,243	622
4	30,000	55,500	4,625	2,313	2,135	1,068	39,000	3,250	1,625	1,500	750
5	35,140	65,009	5,418	2,709	2,501	1,251	45,682	3,807	1,904	1,757	879
6	40,280	74,518	6,210	3,105	2,867	1,434	52,364	4,364	2,182	2,014	1,007
7	45,420	84,027	7,003	3,502	3,232	1,616	59,046	4,921	2,461	2,271	1,136
8	50,560	93,536	7,795	3,898	3,598	1,799	65,728	5,478	2,739	2,528	1,264
For each add'l family member, add	5,140	9,509	793	397	366	183	6,682	557	279	257	129

For additional information please contact the following person:

[Capitan Municipal Schools](#)

Attention: [Jamie Shepperd](#)

Chief Financial Officer

PO Box 278

Capitan, NM 88316 575-354-8500

Sincerely,

[Jamie Shepperd](#)

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*Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotope, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.*

*To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: [USDA Program Discrimination Complaint Form](#), from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted 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; or*

*(2) fax: (833) 256-1665 or (202) 690-7442; or*

*(3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov)*

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