

Revision to Applications for Free and Reduced Price Meals

For the first time in several years, USDA has issued major prototype revisions for the Applications for Free and Reduced Price Meals, directions for households, and the parent/household letters. The prototypes have been adapted for use in Indiana and are located on the CACFP web page (<http://www.doe.in.gov/food/childadults/welcome.html>) in the section, Free and Reduced Price Information.

CACFP participating institutions (center-types, homes, and adult day care) are required to begin using the forms effective **July 1, 2011**.

You will note the Applications for Free and Reduced Price Meals (child care and adult) contain the current income guidelines. This document will be updated each fiscal year. The parent/household letters do not have information that must be updated each year, so changes will only be made as regulations and policies change.

The following documents will be available on the web page:

Adult Day Care	Child Care Center-Type	Family Day Care Homes
DIRECTIONS FOR INSTITUTIONS	DIRECTIONS FOR INSTITUTIONS	
APPLICATIONS FOR FREE AND REDUCED PRICE MEALS (ADULT)	APPLICATIONS FOR FREE AND REDUCED PRICE MEALS (CHILD CARE)	
INSTRUCTIONS FOR HOUSEHOLD	INSTRUCTIONS FOR PARENTS/GUARDIANS	
ADULT NON-PRICING HOUSEHOLD LETTER	SAMPLE COMPLETED FORM	
ADULT PRICING HOUSEHOLD LETTER	NON PRICING HOUSEHOLD LETTER	LETTER TO PROVIDER (HOUSEHOLD INCOME OR PROVIDER'S OWN)
	PRICING HOUSEHOLD LETTER	TIER II PARENT LETTER

For additional information, contact your field consultant:

Mary Lou Davis (mldavis@doe.in.gov)	317-771-9188
Karen Edwards (kedwards@doe.in.gov)	317-771-9189
M. Elaine Haney (mhaney@doe.in.gov)	317-771-9187
Kim Cobb (kcobb@doe.in.gov)	317-771-9195

OR

Carol Markle (cmarkle@doe.in.gov) 317-232-0873 or 800-537-1142 ext 20873

OR

Maggie Abplanalp (maggie@doe.in.gov) 317-232-08 5 1 or 800-537-1142 ext 20851