

Important Information for All Sachem Students & Families

- Free/Reduced Lunch Application
- E-Z Meals Program
- FAQs: General Food Service Information
- Payforit.net



August 2011

Sachem Food Service: *More Than Just Lunch*

Dear Student & Parents/Guardians:

Welcome to a new school year! We in the Food Service Department are looking forward to seeing your children in the school cafeteria enjoying tasty and healthy school meals. This packet of information is being provided to help you take full advantage of our programs. Please take the time to read through all of the information.

Sachem Central School District believes that one of the most important ways in which we can help our children perform better in their classrooms is to provide them with the nutrition necessary for the healthy growth of their minds and bodies. Therefore, we provide breakfast and lunch in our schools every day. We invite all students to show their support for their school food service program through frequent participation. Students may buy lunch for \$2.00 in elementary schools and \$2.10 in secondary schools. Sachem also offers a breakfast for \$1.00 in all schools.

Free/Reduced Lunch Program

Children from households that meet Federal income guidelines are eligible for free meals or reduced-price meals. Reduced-price meals cost each eligible student \$0.25 for breakfast and \$0.25 for lunch.

HOW TO APPLY: To receive free or reduced-price meals for your children, you may submit a Direct Certification Letter received from the New York State Office of Temporary and Disability Assistance, OR carefully complete the application enclosed, sign and mail to Sachem Schools, F/R App., Food Service Office, Samoset Administrative Offices, 51 School St., Lake Ronkonkoma, NY 11779. If you now receive food stamps or ADC/TANF for any children, or participate in the FDPIR, the application must include the children's names, the household food stamp ADC/TANF or FDPIR number, and the signature of an adult household member. All children should be listed on the same application. If you do not list a food stamp/ADC/TANF or FDPIR case number for all the children you are applying for, the application must include the names of everyone in the household, the amount of income for each household member and how often it is received and where it comes from. It must include the signature of an adult household member and the last four digits of that adult's social security number or check the box "I do not have a SS #" if the adult does not have a social security number. An application that is not complete cannot be approved. Contact your local Department of Social Services for your food stamp or TANF number.

INCOME CHART: The chart on the next page lists income levels according to household size and income levels received either yearly, monthly or weekly. If your total household income is the same or less than

the amounts on the income chart, your children could receive free meals or reduced-price meals.

REPORTING CHANGES: The benefits that you are approved for at the time of application are effective for the entire school year. You no longer need to report changes for an increase in income or decrease in household size, or if you no longer receive food stamps. **You must fill out a new application every school year.**

INCOME EXCLUSIONS: The value of any child care provided or arranged, or any amount received as payment for such child care or reimbursement for costs incurred for such care under the Child Care and Development (Block Grant) Fund should not be considered as income for this program.

NONDISCRIMINATION: 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 to USDA, Director, Office of Civil Rights, 1400 Independence Avenue SW, Washington, DC 20250-9410 or call (202) 720-5964 (TTY). USDA is an equal opportunity provider and employer.

Sachem Central School District

SAMOSSET ADMINISTRATIVE OFFICES

51 School Street, Lake Ronkonkoma, NY 11779-2299

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MEAL SERVICE TO CHILDREN WITH

DISABILITIES: Federal regulations require schools and institutions to serve meals at no extra charge to children with a disability which may restrict their diet. A student with a disability is defined in 7CFR Part 15b.3 of Federal regulations as one who has "...a physical or mental impairment which substantially limits one or more major life activities..." Major life activities are defined to include functions such as caring for one's self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning and working. You must request the special meals from the school and provide the school with medical certification from a medical doctor. If you believe your child needs substitutions because of a disability, please get in touch with us for further information, as there is specific information that the medical certification must contain.

CONFIDENTIALITY: The United States Department of Agriculture has approved the release of students' names and eligibility status, without parent/guardian consent, to persons directly connected with the administration or enforcement of Federal education programs such as Title 1 and the National Assessment of Educational Progress (NAEP) programs. Title 1 and NAEP are United States Department of Education programs used to determine areas such as allocation of funds to schools, to evaluate socioeconomic status of the school's attendance area, and to assess educational progress. Information may also be released to State health or State education programs administered by the State agency or local education agency, provided the State or local education agency administers the program, and Federal, State or local nutrition programs similar to the National School Lunch Program. Additionally, *all* information contained in the free and reduced-price application may be released to persons directly connected with the administration or enforcement of programs authorized under the National School Lunch Act (NSLA) or Child Nutrition Act (CNA), including the National School Lunch and School Breakfast Programs; the Special Milk Program; the Child and Adult Care Food Program; Summer Food Service Program; and the Special Supplemental Nutrition Program for Women, Infants and Children (WIC); the Comptroller General of the United States for audit purposes and federal, State or local law enforcement officials investigating alleged violation of the programs under the NSLA or CNA.

The disclosure of eligibility information not specifically authorized by the NSLA requires a written consent statement from the parent/guardian.

We will let you know when your application is approved or denied. If approved, your children are entitled to breakfast and lunch on all school days.

Do I need to fill out an application for each child? No. Complete the application to apply for free or reduced-price meals. Do not fill out more than one application for your household.

Who can get free meals? Children in households getting food stamps or TANF and foster children can get free meals regardless of your income. Also, your children can get free meals if your household income is within the free limits on the Federal Income Guidelines. Foster children can be included on family application and foster children personal income must also be included on application.

Can homeless, runaway and migrant children get free meals? Please call Susan Erdman at 471-1300 ext. 1146 to see if your child(ren) qualify if you have not been informed that they will get free meals.

Who can get reduced-price meals? Your children can get low-cost meals if your household income is within the reduced-price limits on the Federal Income Chart, shown on this application.

Should I fill out an application if I received a letter this school year saying my children are approved for free or reduced-price meals? Please read the letter you received carefully and follow the instructions. Call the food service office at 471-1353 if you have questions.

I get WIC, can my child(ren) get free meals? Children in households participating in WIC may be eligible for free or reduced-price meals. Please fill out an application.

Will the information I give be checked? The school may ask you at any time during the school year to verify your eligibility. We may ask you to send written proof of income.

If I don't qualify now, may I apply later? Yes. You may apply at any time during the school

year if your household size goes up; income goes down; or if you start getting Food Stamps, TANF or other benefits. If you lose your job, your children may be able to get free or reduced-price meals.

What if I disagree with the school's decision about my application? You should talk to school officials. You also may ask for a hearing by calling or writing to: Stephanie MacIntosh, Administrator for Federal Fund Research and Development, 51 School Street, Lake Ronkonkoma, New York 11779; telephone: 471-1300.

May I apply if someone in my household is not a U.S. citizen? Yes. You or your child(ren) do not have to be a U.S. citizen to qualify for free or reduced-price meals.

Who should I include as members of my household? You must include all people living in your household, related or not (such as grandparents, other relatives or friends) who share income and expenses. You must include yourself and all children who live with you. Do not include people who do not share income with you or your children.

What if my income is not always the same? List the amount that you normally get. For example, if you normally get \$1,000 each month, but you missed some work last month and only got \$900, put down that you get \$1,000 per month. If you normally get overtime, include it, but not if you get it only sometimes. If you have had your hours or wages reduced, use your current income.

My spouse is deployed to a combat zone. Is her combat pay counted as income? No, if the combat pay is received in addition to her basic pay because of her deployment and it wasn't received before she was deployed, combat pay is not counted as income. If you get an off-base housing allowance, it must be included as income. However, if your housing is part of the Military Housing Privatization Initiative, do not include your housing allowance as income.

Income Chart

Household Size	Income				
	Annually	Monthly	Twice Per Month	Every Two Weeks	Weekly
1	\$ 20,147	\$ 1,679	\$ 840	\$ 775	\$ 388
2	\$ 27,214	\$ 2,268	\$ 1,134	\$ 1,047	\$ 524
3	\$ 34,281	\$ 2,857	\$ 1,429	\$ 1,319	\$ 660
4	\$ 41,348	\$ 3,446	\$ 1,723	\$ 1,591	\$ 796
5	\$ 48,415	\$ 4,035	\$ 2,018	\$ 1,863	\$ 932
6	\$ 55,482	\$ 4,624	\$ 2,312	\$ 2,134	\$ 1,067
7	\$ 62,549	\$ 5,213	\$ 2,607	\$ 2,406	\$ 1,203
8	\$ 69,616	\$ 5,802	\$ 2,901	\$ 2,678	\$ 1,339
For each additional family member, add	+\$ 7,067	+\$ 589	+\$ 295	+\$ 272	+\$ 136

DO NOT DELAY! Establish Your Child's E-Z Meal Account for 2011/12

Establishing an E-Z Meal account balance for your child will give you one less thing to worry about on those hectic mornings, especially the first morning. E-Z Meals is a computerized system used to track student deposits and purchases, similar to a bank debit card. All students have an established account, which they access with their student ID number. Any balances remaining from 2010 -11 will be available for use this school year. Money may be deposited specifically for meal purchases. If money is to be used for meals only, please designate this in the memo section of your check and/or envelope. Money may also be deposited into an "open account," to be used for beverage, snack and meal purchases. **If there are no specific instructions, all money will be deposited into the open account.** Deposits may be made online at PayForIt.net or at your child's school in cash, check or money order; no change will be given for checks or money orders. Notices will be given to each student when balances are low. Please stress to your child the importance of bringing these notices home. Children may not use another child's account to make purchases. Siblings cannot share an account. A report is available upon request to show your child's history of deposits and purchases. Information on your child's account may be obtained through PayForIt.net once you have established an account, or by emailing a request to LCheck@sachem.edu.

<u>Meal Type</u>	<u>Elementary</u>	<u>Secondary</u>	<u>Reduced</u>	
Breakfast	\$1.00	\$1.00	\$0.25	<i>Prices subject to change</i>
Lunch	\$1.95 Prepaid/\$2.00 Full Price	\$2.05 Prepaid/\$2.10 Full Price	\$0.25	
Milk	\$0.40	\$0.40		

If you have any questions or concerns, please feel free to call me at 631-471-1353. Best wishes for a great year!
Kathleen Cassidy, Director of Food Services

PayForIt.net - Online School Payments

What is PayForIt?

PayForIt (PFI) is a Secure Online Payment system that simplifies payment, collection and balancing of funds for school districts. PFI is a web-based portal system that is part of the POS suite of products used throughout the Sachem School District today. PFI was developed and is supported with the ongoing QSP philosophy of quick, simple and practical.

Sachem Schools now offers PFI to our parents to fund student meal accounts and may in the future decide to use it to allow parents to pay other student fees online.

Benefits

- The meal payment process is automated for both the parents and the district so errors are minimized and the process is standardized.
- Using PFI, cashiers spend less time taking cash at the serving lines so students have more time to eat. Additionally, there is not a chance of lost lunch money from home to the serving lines!
- Payments can be made by credit card or ACH (electronic checking) 24 hours a day, 7 days a week at the parents' convenience.
- Parents can review what their students are actually purchasing, along with account balance information.
- PFI supports increased communication between the school and the parents.

Features

- Account balance information is readily available to the parents, the district and the school food service staff.
- Parents can opt to receive an email when a student balance dips to a certain threshold (set by the parent).
- Parents can opt to use an automatic payment feature which replenishes their student account(s) when a balance dips to a specific level (specified by the parent).
- School messages are automatically emailed to parents.
- A continuous online survey is provided to monitor parent feedback and ideas.
- Student information is automatically transferred from year-to-year and from school-to-school.
- Parents can manage more than one student account.
- PFI is PCI compliant and maintains industry standard SSL certificates. This ensures all data is safe & secure as defined by the industry.

How to Sign Up

1. Log on to www.PayForIt.net.
2. Select the "Sign Up" option from the menu.
3. The screens will guide you through the process to establish your account:
 - The credit card, bank and website fees associated with payforit.net are paid by Sachem School District. There is no fee to parents for the use of the system!
 - You will be prompted to enter your contact data, password, payment information, etc.
 - You will need to indicate which student(s) to attach to your account. Students are already loaded in the PFI system. PFI utilizes the same student ID number already used throughout Sachem School District functions. If you are unsure of your student's ID number, please contact your individual schools' main office.

Once all information is entered, PFI will email a validation code for you to confirm the registration. Once confirmed you can begin using PFI as often as you'd like.

How to Get Help

How Do I ... Each major function used in PFI, has online help available under the menu option of "How Do I ..." The "How Do I" provides step by step instructions as well as screen examples.

FAQ: When starting to use PFI, it is a good idea to review the Frequently Asked Questions (FAQ) available within the Help menu option.

Contact PFI: You are also able to send an email to the PFI Help Support Staff. This function is also within the Help menu option.

Your Frequently Asked Questions Answered Here!

How can I receive help paying for school meals?

An application for free and reduced priced meals is included in this mailer. Complete and submit an application according to the directions attached. You will receive notice from the district that your application has been received and either approved or denied. A family of 4 with an annual income of \$41,348 or less will be eligible for some assistance. More detailed eligibility information is included with the application packet. Applications can be submitted at any time through the school year. If financial circumstances change through the year, contact your child's school to request an application. A new application is required each school year. Students who were eligible for assistance in 2010-11 remain eligible for the program through September 30 to allow families time to submit a new application.

How are prices set?

The food service program operates a self-sustaining budget; it is not part of the regular school budget. The prices are established according to the overall cost of operations. These costs include labor, benefits, food, supplies and equipment. Prices are approved by the Board of Education.

When offering foods like nachos with cheese sauce, chicken nuggets and hot dogs, can school meals really be healthy?

One of the hardest jobs the Food Service Department has is to match students' tastes with the Dietary Guidelines for Healthy Americans. But, that is exactly what we do. When planning our menus, we use computerized nutritional analysis to make sure we are meeting USDA's goals for key nutrients including calories, fat, saturated fat, iron, protein, calcium, and vitamins A & C. We also track sodium, fiber, carbohydrates and cholesterol. To meet these nutrient goals, we start with the foods our students like best and then use purchasing and preparation practices to ensure that even typically high-fat foods are healthful. All food offerings are trans fat free.

What is served on the menu?

The menu is sent home the last week of each month for the following month in grades K-5. In all secondary schools, menus are posted in the cafeteria. All K-12 menus are on the website www.sachem.edu/nutrition.

Can children get breakfast at school?

A variety of breakfast choices are available at every school in the district. Students eligible for free or reduced-price lunches are also eligible to receive breakfast at the same approved rate. Breakfast is served before the start of the school day.

Can the school district accommodate students with special dietary needs?

The food service program is able to make menu modifications to accommodate students with food allergies and intolerances or a medically prescribed diet. Further, the food service office can provide nutrient analysis of all planned menu items upon request. Please contact the Food Service Director at 471-1353 to make the necessary arrangements.

Why can't one check be written for multiple children in the same family?

In addition to the computerized record of your children's deposits, the cafeterias keep a written record of each child's deposits on the deposit envelope that is used to transfer deposits from the classroom to the cafeteria. The written records on these envelopes are often used to resolve issues that may arise concerning the receipt of a deposit. To ensure deposit accuracy, and to be able to resolve problems when they do arise, we require that one check be written for each account. You may also deposit through your PayForIt account so you will have your own record of each deposit.

What if my child runs out of money on account or forgets his/her money?

It is encouraged to use our E-Z Meals for prepayment of meals and snacks, so as to avoid charging. We understand that payments may be forgotten, so children in elementary school are permitted to charge up to three times, secondary students are permitted one charge, after which a peanut butter or cheese sandwich will be offered. Children who charge will receive a slip from the cashier in line so that payment can be made the next day. We appreciate your response to such notices.

What if there is a balance on my child's account?

Balances are carried forward each year; there are no refunds for balances remaining on account. If your child is graduating or leaving the district their balance should be used prior to their last day. You may obtain your balance at any time through payforit.net with an established account, or by contacting the school cafeteria or email a request to LCheck@sachem.edu. Account information will be provided by following day.

Where can I get more information about the district's food service program?

You may call us with questions or concerns at 471-1353. Check out our Nutrition Zone web pages at www.sachem.edu/nutrition or email kcassidy@sachem.edu.

Family-Friendly Jobs Available

Please apply at the Food Service Office at Samoset Middle School Annex

Date Withdrew _____

___ F ___ R ___ D

Sachem Food Service, Samoset Administrative Offices
51 School St. F/R Apps, Lake Ronkonkoma, NY 11779

___ *Temp Free Expires _____

2011-2012 Application for Free and Reduced Price School Meals/Milk

To apply for free and reduced price meals for your children, read the instructions on the back, complete **only one** form for your household, sign your name and return it to **the address above**. Call 631-471-1353 if you need help. Additional names may be listed on a separate paper.

1. List all children in your household who attend school:

Student Name	School	Grade/Teacher	Foster Child <input type="checkbox"/>	No Income <input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>

2. Food Stamp or TANF Benefits:

If anyone in your household receives either food stamp, TANF or FDPIR benefits, list their name and CASE # here. Skip to Part 5, and sign the application.

Name: _____ CASE # _____

3. If any child you are applying for is homeless, migrant or a runaway, please call this number: Susan Erdman, 471-1300 ext. 1146

Homeless Migrant Runaway *(Homeless Liaison/Migrant Education Coordinator)*

4. Household Gross Income: List all people living in your household, how much and how often they are paid (weekly, every other week, twice per month, monthly). If you have listed a foster child above, you must report their personal income.

Name of household member	Earnings from work before deductions <i>Amount / How Often</i>	Child Support, Alimony <i>Amount / How Often</i>	Pensions, Retirement Payments <i>Amount / How Often</i>	Other Income, Social Security <i>Amount / How Often</i>	No Income <input checked="" type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>

5. Signature: An adult household member must sign this application and provide the last four digits of their Social Security Number (SS#), or mark the "I do not have a SS# box" before it can be approved.

I certify (promise) that all of the information on this application is true and that all income is reported. I understand that the information is being given so the school will get federal funds; the school officials may verify the information and if I purposely give false information, I may be prosecuted under applicable State and federal laws, and my children may lose meal benefits.

Signature: _____ Date: _____

Email Address: _____ Last Four Digits of Social Security Number: ***-**-____

I do not have a SS#

Home Phone _____ Work Phone _____ Home Address _____

DO NOT WRITE BELOW THIS LINE – FOR SCHOOL USE ONLY

Annual Income Conversion (Only convert when multiple income frequencies are reported on application)
Weekly X 52; Every Two Weeks (bi-weekly) X 26; Twice Per Month X 24; Monthly X 12

- Food Stamp/TANF/Foster
- Income Household: Total Household Income/How Often: _____ / _____ Household Size: _____
- Free Meals Reduced Price Meals Denied/Paid Temporary Free 45 Days Expires ___/___/___

Date Notice Sent: _____ Signature of Reviewing Official _____

APPLICATION INSTRUCTIONS

To apply for free and reduced price meals, submit a Direct Certification letter received from the Office of Temporary and Disability Assistance OR complete only one application for your household using the instructions. Sign the application and return the application to _Sachem Lunch Office. If you have a foster child in your household, you may include them on your application. A separate application is no longer needed. Call the food service office if you need help: _631-471-1353. Ensure that all information is provided. Failure to do so may result in denial of benefits for your child or unnecessary delay in approving your application.

PART 1 ALL HOUSEHOLDS MUST COMPLETE STUDENT INFORMATION. DO NOT FILL OUT MORE THAN ONE APPLICATION FOR YOUR HOUSEHOLD.

- (1) Print the names of the children, including foster children, for whom you are applying on one application.
 - (2) List their grade and school.
 - (3) Check the box to indicate a foster child living in your household, and check the box for each child with no income.
-

PART 2 HOUSEHOLDS GETTING FOOD STAMPS, TANF OR FDPIR SHOULD COMPLETE PART 2 AND SIGN PART 5.

- (1) List a current Food Stamp, TANF or FDPIR (Food Distribution Program on Indian Reservations) case number of anyone living in your household. Do not use the 16-digit number on your benefit card. The case number is provided on your benefit letter.
 - (2) An adult household member must sign the application in PART 5. SKIP PART 4. Do not list names of household members or income if you list a food stamp case number, TANF or FDPIR number.
-

PART 3 Before completing an application for a child who may be homeless, a migrant education student, or a runaway, please call your school's homeless liaison or migrant education coordinator at this number:

 Susan Erdman 631-471-1300 ext 1146

(Homeless Liaison/Migrant Education Coordinator name and Phone Number)

PARTS 4 & 5 ALL OTHER HOUSEHOLDS MUST COMPLETE THESE PARTS AND ALL OF PART 5.

- (1) Write the names of everyone in your household, whether or not they get income. Include yourself, the children you are applying for, all other children, your spouse, grandparents, and other related and unrelated people in your household. Use another piece of paper if you need more space.
 - (2) Write the amount of current income each household member receives, before taxes or anything else is taken out, and indicate where it came from, such as earnings, welfare, pensions and other income. If the current income was more or less than usual, write that person's usual income. **Specify how often this income amount is received: weekly, every other week (bi-weekly), 2 x per month, monthly.** The value of any child care provided or arranged, or any amount received as payment for such child care or reimbursement for costs incurred for such care under the Child Care and Development Block Grant, TANF and At Risk Child Care Programs should **not** be considered as income for this program.
 - (3) The application must include the last four digits only of the social security number of the adult who signs **PART 5** if Part 4 is completed. If the adult does not have a social security number, check the box. If you listed a food stamp, TANF or FDPIR number, a social security number is not needed.
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OTHER BENEFITS: Your child may be eligible for benefits such as Medicaid or Children's Health Insurance Program (CHIP). In order to determine if your child is eligible, program officials need information from your free and reduced price meal application. Your written consent is required before any information may be released. Please refer to the attached parent Disclosure Letter and Consent Statement for information about other benefits.

PRIVACY ACT STATEMENT

Privacy Act Statement: This explains how we will use the information you give us.

The Richard B. Russell National School Lunch Act requires the information on this application. You do not have to give the information, but if you do not, we cannot approve your child for free or reduced price meals. You must include the last four digits of the social security number of the adult household member who signs the application. The last four digits of the social security number are not required when you apply on behalf of a foster child or you list a Food Stamp, Temporary Assistance for Needy Families (TANF) Program or Food Distribution Program on Indian Reservations (FDPIR) case number or other FDPIR identifier for your child or when you indicate that the adult household member signing the application does not have a social security number. We will use your information to determine if your child is eligible for free or reduced price meals, and for administration and enforcement of the lunch and breakfast programs. We MAY share your eligibility information with education, health, and nutrition programs to help them evaluate, fund, or determine benefits for their programs, auditors for program reviews, and law enforcement officials to help them look into violations of program rules.

DISCRIMINATION COMPLAINTS

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."