INFORMATION LETTER
Frequently Asked Questions About Free And Reduced Price School Meals

Dear Parent/Guardian:

Children need healthy meals to learn. Kingsley-Pierson CSD offers healthy meals every school day. Breakfast cost $2.40; lunch costs $3.05. **Your children may qualify for free meals/milk or for reduced price meals.** Reduced price is $0.30 for breakfast and $0.40 for lunch. Return or mail the completed application to: **Kingsley-Pierson CSD, Attn: Randi Anstine, PO Box 520, Kingsley, IA 51028.**

Below are some common questions and answers to help you with the application process.

1. **WHO CAN GET FREE OR REDUCED PRICE MEALS?**
   - All children in households receiving benefits from Food Assistance, the Family Investment Program (FIP) or a few specific Medicaid programs are eligible for free or reduced price meals.
   - Foster children that are under the legal responsibility of a foster care agency or court are eligible for free meals.
   - Children participating in their school's Head Start program are eligible for free meals.
   - Children who meet the definition of homeless, runaway, or migrant are eligible for free meals.
   - Children may receive free or reduced price meals if your household’s income is at or below the limits on the Federal Income Eligibility Guidelines below. (Requires submitting an Application for Free and Reduced Price Meals/Milk.)

<table>
<thead>
<tr>
<th>Household Size</th>
<th>Yearly</th>
<th>Monthly</th>
<th>Twice per Month</th>
<th>Every Two Weeks</th>
<th>Weekly</th>
</tr>
</thead>
<tbody>
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<td>1</td>
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<td>2,365</td>
<td>2,183</td>
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<td>6</td>
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<td>5,421</td>
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<td>2,502</td>
<td>1,251</td>
</tr>
<tr>
<td>7</td>
<td>73,334</td>
<td>6,112</td>
<td>3,056</td>
<td>2,821</td>
<td>1,411</td>
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<td>8</td>
<td>81,622</td>
<td>6,802</td>
<td>3,401</td>
<td>3,140</td>
<td>1,570</td>
</tr>
<tr>
<td>Each additional person:</td>
<td>8,288</td>
<td>691</td>
<td>346</td>
<td>319</td>
<td>190</td>
</tr>
</tbody>
</table>

2. **SHOULD I FILL OUT AN APPLICATION IF I RECEIVED A LETTER THIS SCHOOL YEAR SAYING MY CHILDREN ARE ALREADY APPROVED FOR FREE OR REDUCED PRICE MEALS?** No, but please read the letter carefully and follow the instructions. If any children in your household were missing from your notification, contact: Randi Anstine, PO Box 520, Kingsley, IA 51028, by phone 712-378-2861, or by email ranstine@k-pcsd.org immediately as eligibility for free or reduced price meals is extended to all school age children in a household. If you did not receive a letter from the school, but received a Free Lunch Notice from DHS, submit this letter to your children's school. You may add any students living in your household who are not listed on the letter. Also, if someone in your household receives food assistance and you did not receive either of these letters, you may complete an application listing the case number as this will qualify all school age children in your household for free meals. If you were informed that your children will get reduced price meals automatically, see the income guidelines above and if you feel you would qualify for free meal benefits, complete an application for free and reduced price meals.

3. **WHAT IF WE HAVE FOSTER CHILDREN?** Households with foster and non-foster children may choose to include the foster child as a household member, as this may help other children in the household qualify for benefits. If the foster family is not eligible for free or reduced price meal benefits, that does not prevent a foster child from receiving free meal benefits.

4. **HOW DO I KNOW IF MY CHILDREN QUALIFY AS HOMELESS, MIGRANT, OR RUNAWAY?** Do the members of your household lack a permanent address? Are you staying together in a shelter, hotel, or other temporary housing arrangement? Does your family relocate on a seasonal basis? Are any children living with you who have chosen to leave their prior family or household? If you believe children in your household meet these descriptions and haven’t been told your children will get free meals, please contact: Rob Wiese, PO Box 520, Kingsley, IA 510285, by phone 712-378-2861, or by email rwiese@k-pcsd.org.

5. **DO I NEED TO FILL OUT AN APPLICATION FOR EACH CHILD?** No. **Use one Free and Reduced Price School Meals Application for all students in your household.** We cannot approve an application unless complete eligibility information is submitted, so be sure to complete all required information.

6. **MY CHILD’S APPLICATION WAS APPROVED LAST YEAR. DO I NEED TO FILL OUT A NEW ONE?** Yes. Your child’s application is only good for that school year and for the first few days of this school year, through September 24, 2020. You must send in a new application unless the school told you that your child is eligible for the new school year. When the carry-over period ends, unless you are notified that your children will receive free meals or you submit an application that is approved, the children must pay full price for school meals. The school is not required to send a reminder or a notice of expired eligibility.
7. I GET WIC. CAN MY CHILDREN GET FREE MEALS? Children in households participating in WIC may be eligible for free or reduced price meals. Please send in an application.

8. 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 apply for free or reduced price meals.

9. WILL THE INFORMATION I GIVE BE CHECKED? Yes. We may also ask you to send written proof of the household income you report. You are not required to provide proof with your application.

10. IF I DON'T QUALIFY NOW, MAY I APPLY LATER? Yes, you may apply at any time during the school year. For example, children with a parent or guardian who becomes unemployed may become eligible for free or reduced price meals if the household income drops below the income limit, if your household size goes up, or if you start getting Food Assistance, FIP or other benefits.

11. 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: Rob Wiese, PO Box 520, Kingsley, IA 51028, by phone 712-378-2861, or by email rwiese@k-pcsd.org.

12. WHAT IF MY INCOME IS NOT ALWAYS THE SAME? List the amount that you normally receive. For example, if you normally make $1000 each month, but you missed some work last month and only made $900 per month. If you normally get overtime, include it, but do not include it if you only work overtime sometimes. In the field. However, if any income fields are left empty or blank, those will also be counted as zeroes. Please be careful when leaving income fields blank, as we will assume you meant to do so.

13. WHAT IF SOME HOUSEHOLD MEMBERS HAVE NO INCOME TO REPORT? Household members may not receive some types of income we ask you to report on the application, or may not receive income at all. Whenever this happens please write a 0 in the field. However, if any income fields are left empty or blank, those will also be counted as zeroes. Please be careful when leaving income fields blank, as we will assume you meant to do so.

14. WE ARE IN THE MILITARY. DO WE REPORT OUR INCOME DIFFERENTLY? Your basic pay and cash bonuses must be reported as income. If you get any cash value allowances for off-base housing, food, or clothing, or receive Family Subsistence Supplemental Allowance payments, it must also be included as income. However if your housing is part of the Military Housing Privatization Initiative, do not include your housing allowance as income. There are currently no active Military Housing Projects in Iowa as found on Active Military Housing Projects. Any additional combat pay resulting from deployment is also excluded from income.

15. DO I NEED TO PROVIDE MY SOCIAL SECURITY NUMBER? Only the last four digits of the Social Security Number of the household’s primary wage earner or another adult household member (or an indication of “none”) is needed.

16. WHAT IF THERE ISN'T ENOUGH SPACE ON THE APPLICATION FOR MY FAMILY? List any additional household members on a Supplemental Worksheet, and attach it to your application. Contact Randi Anstice, PO Box 520, Kingsley, IA 51028, by phone 712-378-2861, or by email ranstine@k-pcsd.org to receive a Supplemental Worksheet.

17. WHO CAN GET FREE MILK? If your school participates in the Special Milk Program for half day kindergarteners, your kindergarten child may be eligible for free milk. Children who buy extra milk with a meal or if they eat breakfast or lunch and have an afternoon milk break, they are not eligible to receive free milk.

18. MY FAMILY NEEDS MORE HELP. ARE THERE OTHER PROGRAMS WE MIGHT APPLY FOR? To find out how to apply for Food Assistance or other assistance benefits, contact your local assistance office or call 1-877-347-5678. Your children may be eligible for hawk-i (children's health insurance) or a waiver of school fees. Read the information on the back of the Application for hawk-i information. A school waiver form is available from your school.

19. CAN CHILDREN WITH DISABILITIES GET FOOD SUBSTITUTIONS? If a child has a disability, as determined by a licensed medical professional, and the disability prevents the child from eating the regular school meal, the school will make substitutions prescribed by the licensed medical professional. If a substitution is needed, there will be no extra charge for the meal. Please note, however, that the school is not required to make a substitution for a food allergy, unless it meets the definition of disability. Please call the school for further information.

If you have other questions or need help, call Randi Anstice at 712-378-2861 or email ranstine@k-pcsd.org.

Sincerely,

Randi Anstice
Lunch Program Secretary
HOW TO APPLY FOR FREE AND REDUCED PRICE
SCHOOL MEALS/MILK

Please use these instructions to help you fill out the application for free or reduced price school meals/milk. You only need to submit one application per household, even if your children attend more than one school in Kingsley-Pierson CSD. Please follow these instructions in order. Each step of the instructions is the same as the steps on your application. The application must be filled out completely to certify your children for free or reduced price school meals. Completed applications should be mailed or returned to Kingsley-Pierson CSD, Attn: Randi Anstine, PO Box 520, Kingsley, IA 51028. If at any time you are not sure what to do next, please contact Randi Anstine at Kingsley-Pierson CSD by phone 712-378-2861 or by email ranstine@k-pcsd.org.

PLEASE USE A PEN (NOT A PENCIL) WHEN FILLING OUT THE APPLICATION AND DO YOUR BEST TO PRINT CLEARLY.

STEP 1: LIST ALL HOUSEHOLD MEMBERS WHO ARE INFANTS, CHILDREN, AND STUDENTS UP TO AND INCLUDING GRADE 12.

Tell us how many infants, children, and school students live in your household. They do NOT have to be related to you to be a part of your household.

Who should I list here?
When filling out this section, please include all members in your household who are:

- Children age 18 or under and are supported with the household’s income;
- In your care under a foster arrangement, or qualify as homeless, migrant, or runaway youth;
- Students attending Kingsley-Pierson CSD, regardless of age.

A) List each child’s name and date of birth. Print each child’s first name, middle initial, last name and date of birth (optional). Use one line of the application for each child. If there are more children present than lines on the application, attach a Supplemental Worksheet, which can be obtained from the school, with all required information for the additional children.

B) Is the child a student? Mark ‘Yes’ or ‘No’ under the column titled “student” to tell us which children attend Kingsley-Pierson CSD. If you marked ‘Yes’ write where the child attends school and write the grade level of the student in the “Grade” column to the right.

C) Do you have any foster children? If any children listed are foster children, mark the “Foster Child” box next to the child’s name. If you are ONLY applying for foster children, after finishing STEP 1, go to “STEP 3.” Foster children who live with you may count as members of your household and should be listed on your application. If you are applying for both foster and non-foster children, go to step 3.

D) Are any children homeless, migrant, or runaway? If you believe any child listed in this section may meet this description, mark the “Homeless, Migrant, Runaway” box next to the child’s name and complete all steps of the application.

STEP 2: DO ANY HOUSEHOLD MEMBERS CURRENTLY PARTICIPATE IN FOOD ASSISTANCE, FIP, OR FDPIR?

If anyone in your household (including you) currently participates in one or more of the assistance programs listed below, your children are eligible for free school meals:

- The Food Assistance Program (FA)
- The Family Investment Program (FIP)
- The Food Distribution Program on Indian Reservations (FDPIR)
A) IF NO ONE IN YOUR HOUSEHOLD PARTICIPATES IN ANY OF THE ABOVE LISTED PROGRAMS:
- Circle ‘NO’ and go to STEP 3. (Leave the rest of STEP 2 blank)
B) IF ANYONE IN YOUR HOUSEHOLD PARTICIPATES IN ANY OF THE ABOVE LISTED PROGRAMS:
- Circle ‘YES’ and provide a case number for FA, FIP, or FDPIR. You only need to write one case number. If you participate in one of these programs and do not know your case number, it is located on your Notice of Decision. You must provide a case number on your application if you circled “YES”.
- Go to STEP 4.

Report all amounts in GROSS INCOME ONLY. Report all income in whole dollars. Do not include cents.
- Gross income is the total income received before taxes.
- Many people think of income as the amount they “take home” and not the total, “gross” amount. Make sure that the income you report on this application has NOT been reduced to pay for taxes, insurance premiums, or any other amounts taken from your pay.
- Write a “0” in any fields where there is no income to report. Any income fields left empty or blank will also be counted as a zero. If you write ‘0’ or leave any fields blank, you are certifying (promising) that there is no income to report. If local officials have known or available information that your household income was reported incorrectly, your application will be investigated.
- Mark how often each type of income is received using the check boxes to the right of each field.

STEP 3: REPORT INCOME FOR ALL HOUSEHOLD MEMBERS

A) Report all income earned or received by children. Refer to the table below titled “Sources of Income for Children” and report the combined gross income for ALL children listed in Step 1 in your household in the box marked “Total Child Income.” Only count foster children’s income if you are applying for them with the rest of your household (income from a part-time job or from any funds provided to the child for the child’s personal use). It is optional for the household to list foster children living with them as part of the household on an application for non-foster children.

Table 1. Sources of Income for Children

What is Child Income?
Child income is money received from outside your household that is paid directly to your children. Many households do not have any child income. Use the chart below to determine if your household has child income to report.

<table>
<thead>
<tr>
<th>Sources of Child Income</th>
<th>Example(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Earnings from work</td>
<td>A child has a regular full or part-time job where they earn a salary or wages. (Infrequent earnings, such as income from occasional babysitting or lawn mowing, are not counted as income.)</td>
</tr>
<tr>
<td>Social Security</td>
<td>A child is blind or disabled and receives Social Security benefits. A parent is disabled, retired, or deceased, and their child receives social security benefits.</td>
</tr>
<tr>
<td>Disability Payments</td>
<td></td>
</tr>
<tr>
<td>Survivor’s Benefits</td>
<td></td>
</tr>
<tr>
<td>Income from person outside the household</td>
<td>A friend or extended family member regularly gives a child spending money.</td>
</tr>
<tr>
<td>Income from any other source</td>
<td>A child receives regular income from a private pension fund, annuity, or trust.</td>
</tr>
</tbody>
</table>
FOR EACH ADULT HOUSEHOLD MEMBER:

B) List Adult Household member's name. Print the name of each household member in the boxes marked "Name of Adult Household Members (First and Last)." Do not list any household members you listed in STEP 1.

Who should I list here?

When filling out this section, please include all adult members in your household who are:
- Living with you and share income and expenses, even if not related and even if they do not receive income of their own.

Do not include:
- People who live with you but are not supported by your household's income AND do not contribute income to your household.
- Children and students already listed in Step 1.

C) Report earnings from work. Refer to the chart below titled "Sources of Income for Adults" and report all income from work in the "Earnings from Work" field on the application. This is usually the money received from working at jobs. If you are self-employed business or farm owner, you will report your net income. If you need assistance with this, ask your children's school for the Supplemental Worksheet which has self-employment calculations.

What if I am self-employed?

If you are self-employed, report income from work as a net amount. This is calculated by subtracting the total operating expenses of your business from its gross receipts and revenue. Ask your school for a Supplemental Worksheet to assist you in determining your monthly gross annual income before

D) Report income from public assistance/child support/alimony. Refer to the chart below titled "Sources of Income for Adults" and report all income that applies in the "Public Assistance/Child Support/Alimony" field on the application. Do not report the value of any cash value public assistance benefits NOT listed on the chart. If income is received from child support or alimony, only report court-ordered payments. Informal but regular payments should be reported as "other" income in the next part.

E) Report income from pensions/retirement/all other income. Refer to Table 2 below titled "Sources of Income for Adults" and report all income that applies in the "Pensions/Retirement/All Other Income" field on the application.

Table 2. Sources of Income for Adults

<table>
<thead>
<tr>
<th>Earnings from Work</th>
<th>Public Assistance/Alimony/Child Support</th>
<th>Pensions/Retirement/All Other Income</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Salary, wages, cash bonuses</td>
<td>• Unemployment benefits</td>
<td>• Social Security (including railroad retirement and black lung benefits)</td>
</tr>
<tr>
<td>• Net income from self-employment (farm or business)</td>
<td>• Worker's compensation</td>
<td>• Private Pensions or disability benefits</td>
</tr>
<tr>
<td>If you are in the U.S. Military:</td>
<td>• Supplemental Security Income (SSI)</td>
<td>• Regular Income from trusts or estates</td>
</tr>
<tr>
<td>• Basic pay and cash bonuses (do NOT include combat pay, FSSA or privatized housing allowances)</td>
<td>• Cash assistance from State or local government</td>
<td>• Annuities</td>
</tr>
<tr>
<td>• Allowances for off-base housing, food and clothing</td>
<td>• Alimony payments</td>
<td>• Investment Income</td>
</tr>
<tr>
<td></td>
<td>• Child support payments</td>
<td>• Earned interest</td>
</tr>
<tr>
<td></td>
<td>• Veteran's benefits</td>
<td>• Rental income</td>
</tr>
<tr>
<td></td>
<td>• Strike benefits</td>
<td>• Regular cash payments from outside household</td>
</tr>
</tbody>
</table>
F) Report total household size. Enter the total number of household members in the field “Total Household Members (Children and Adults).” This number MUST be equal to the number of household members listed in STEP 1 and STEP 3. If there are any members of your household that you have not listed on the application, go back and add them. It is very important to list all household members, as the size of your household affects your eligibility for free and reduced price meals.

G) Provide the last four digits of your Social Security Number. An adult household member must enter the last four digits of their Social Security Number in the space provided. You are eligible to apply for benefits even if you do not have a Social Security Number. If no adult household members have a Social security Number, leave this space blank and mark the box to the right labeled “Check if no SSN.”

STEP 4: CONTACT INFORMATION AND ADULT SIGNATURE

All applications must be signed by an adult member of the household. By signing the application, that household member is promising that all information has been truthfully and completely reported. Before completing this section, please also make sure you have read the privacy and civil rights statements on the back of the application.

A) Provide your contact information. Write your current address in the fields provided if this information is available. If you have no permanent address, this does not make your children ineligible for free or reduced price school meals. Sharing a phone number, email address, or both is optional, but helps us reach you quickly if we need to contact you.

B) Print and sign your name and write today’s date. Print the name of the adult signing the application and that person signs in the box. “Signature of adult completing the form.”

C) Mail or return completed form to: Kingsley-Pierson CSD, Attn: Randi Anstine, PO Box 520, Kingsley, IA 51028. Please do not mail completed form to the Department of Agriculture as this will delay processing.

D) Share children’s racial and ethnic identities (optional). On the back of the application, we ask you to share information about your children’s race and ethnicity. This field is optional and does not affect your children’s eligibility for free or reduced price school meals. If you do not select race or ethnicity, one will be selected for you based on visual observation.

E) Decline having your information released to hawk-l. If you do not want your household information shared with hawk-l, print, sign and date in the box provided.

F) Obtaining translated applications. If you need a translated application with instructions, they can be found in 49 languages at: https://www.fns.usda.gov/school-meals/translated-applications.
Complete one application per household. Please use a pen (not a pencil). This application cannot be approved unless complete eligibility information is submitted.

**DEFINITION OF HOUSEHOLD MEMBER:**
- "Anyone who is living with you and shares income and expenses, even if not related.
- Children in Foster care and children who meet the definition of Homeless, Migrant, or Runaway are eligible for free meals. Read "How to Apply for Free and Reduced Price School Meals for more information.

**STEP 1**
List ALL Household Members who are infants, children, and students up to and including grade 12 (if more spaces are required for additional names, attach the supplemental worksheet.)

<table>
<thead>
<tr>
<th>Child's First Name</th>
<th>MI</th>
<th>Child's Last Name</th>
<th>Date of Birth</th>
<th>Student?</th>
<th>Child's School</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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<td></td>
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</tbody>
</table>

**STEP 2**
Do any Household Members (including you) currently participate in one or more of the following assistance programs: Food Assistance, FIP, or FDPIR? Circle one; Yes / No. No, go to STEP 3. If you answered Yes, write a case number here then go to STEP 4 (Do not complete STEP 3).

**Case Number:** ____________ ____________ ____________ ____________ ____________

**STEP 3**
Report Income for ALL Household Members (Skip this step if you answered 'Yes' to STEP 2)

- **A. Child Income**
  Sometimes children in the household earn or receive income. Please include the TOTAL gross income earned by all Household Members listed in STEP 1 here. Total Child income: $________

- **B. All Adult Household Members (including yourself)**
  List all Household Members not listed in STEP 1 (including yourself) even if they do not receive income. For each Household Member listed, if they do receive income, report total gross income (before taxes) for each source in whole dollars (no cents) only. If they do not receive income from any source, write "0". If you enter "0" or leave any fields blank, you are certifying (promising) that there is no income to report. Applications with blank income fields will be processed as complete. If more spaces are required for additional names, attach the supplemental worksheet.

  - Name of Adult Household Members (First and Last):
  - Earnings from Work:
  - How often:

- **C. Earnings from Work**
  $________

- **D. Public Assistance/Child Support/Alimony**
  $________

- **E. Pensions/Retirement/All Other Income**
  $________

- **F. Total Household Members (Children and Adults)**
  $________

- **G. Last Four Digits of Social Security Number (SSN) of Primary Wage Earner or Other Adult Household Member**
  X X X X

**STEP 4**
Contact Information and Adult Signature

- I certify (promise) that all information on this application is true and that all income is reported. I understand that this information is given in connection with the receipt of Federal funds, and that school officials may verify (check) the information. I am aware that if I purposely give false information, my children may lose meal benefits, and I may be prosecuted under applicable State and Federal laws.

Street Address (if available) Apt. #: City State Zip Daytime Phone (optional) Email (optional)

Printed name of adult completing the form Signature of adult completing the form Today's date

**DO NOT WRITE BELOW THIS LINE. FOR ADMINISTRATIVE USE ONLY.**

- Annual income conversion: Weekly x 52, Bi-Weekly x 26, 2 Times per Month x 12, Monthly x 12
- Household Income: $________
- Household Size: _______
- Application Approved: Income _______ Foster Child _______ FIP/Food Assistance _______ Head Start (documentation required) _______ Homeless/Migrant/Runaway-Local Official Documentation Required _______
- Eligibility Determination: Free _______ Reduced _______ Free Milk _______ Application Denied: Incomplete _______ Over income limits _______

Determining Official: _______ Effective Date: _______ Confirming Official: _______ Date: _______ Follow-up Signature: _______ Date: _______
2020-2021 Iowa Application for Free and Reduced Price School Meals/Optional Supplemental Worksheet

**Additional** Children in Your Household (not listed on page 1)

<table>
<thead>
<tr>
<th>Child’s First Name</th>
<th>MI</th>
<th>Child’s Last Name</th>
<th>Student?</th>
<th>Yes</th>
<th>No</th>
<th>Child’s School</th>
<th>Grade</th>
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Any income earned by the above listed children should be included under Step 3 A on the first page of the application.

**Additional** Adults in Your Household (Not listed on page 1)

<table>
<thead>
<tr>
<th>Name of Adult Household Members (First and Last)</th>
<th>Earnings from Work</th>
<th>Weekly</th>
<th>Bi-Weekly</th>
<th>2x Month</th>
<th>Monthly</th>
<th>Annually</th>
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**Public Assistance/Child Support/Alimony**

<table>
<thead>
<tr>
<th>How often?</th>
<th>Weekly</th>
<th>Bi-Weekly</th>
<th>2x Month</th>
<th>Monthly</th>
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**Pensions/Retirement/All Other Income**

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**Self-Employment Income Calculations**

This guidance will assist you in calculating the amount to report if you engage in farming, are self-employed or have income from other sources. Self-employed persons may use income tax records for the preceding calendar year as a base to project the current year’s net income, unless the current monthly income provides a more accurate measure. Report income derived from the business venture less operating costs incurred in the generation of that income. Deductions for personal expenses such as interest on home payments, medical expenses, and other similar non-business deductions are not allowed in reducing gross business income. Additional income from other kinds of employment must be treated as separate and apart from the income generated or lost from your business venture. For example, if you operated a business at a net loss, but held additional employment for which a salary was received, the income for purposes of applying for reduced price or free meals would be the income from the salary only. The loss from the business cannot be deducted from a positive income earned in other employment. For purposes of this application, it is not possible to report a negative income from any business venture. The least income possible is zero (no income). The necessary information for arriving at allowable income from private business operation may be taken from your most recent U.S. Individual Income Tax Return - Form 1040 or 1040-SR and Schedule 1. Add together the amounts reported on the following lines:

- **Capital Gain or (Loss) Form 1040 or 1040-SR, LINE 6**
  - $__________
- **Business Income or (Loss) Schedule 1 Part 1, LINE 3**
  - $__________
- **Other Gains or (Losses) Schedule 1 Part 1, LINE 4**
  - $__________
- **Rental real estate, royalties, partnerships, S corporations, trusts, etc. Schedule 1 Part 1, LINE 5**
  - $__________
- **Farm Income or (Loss) Schedule 1 Part 1, LINE 6**
  - $__________

**TOTAL $__________**

**Gross Annual Income Before Any Deductions.**

**Computed Monthly Income $__________**

Computed monthly income should be reported in Step 3 on the Application for Free and Reduced Price School Meals under All Other Income.