

# FREE AND REDUCED-POLICY STATEMENT CACFP Non-Pricing Programs

(Centers which establish no separate charge for meal service)

Name of Institution:

Date:

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The above-named institution has agreed to participate in the Child and Adult Care Food Program and accepts responsibility for claiming free and reduced-price meals to eligible participants in the facility under its jurisdiction, effective the date entered above.

The institution assures the New Hampshire Department of Education that although there is no separately identified charge established for meals, it will uniformly implement the following policy. In fulfilling its responsibilities, all institutes agree:

- A. To claim meal reimbursement only for eligible meals for which documentation is available.
- B. To maintain on file for three years after the year to which they pertain, documentation to support individual income eligibility decisions.
- C. To ensure no one shall be discriminated against because of race, sex, color, national origin, age or disability and there is no discrimination in the course of food service.
- D. Provide the non-discrimination policy statement on all outreach materials. In addition, comply with all civil rights requirements.
- E. To submit to the State Agency any alterations prior to implementation. Such changes will be effective only upon approval.
- F. To publicly announce the availability of meals at no separate charge. The release shall also state that meals are available to all children regardless of race, color, national origin, age, sex or disability.
- G. To ensure all participants are served the same meal at no separate charge.
- H. To ensure that there will be no identification of children in day care homes in which meals are reimbursed at both the Tier I and Tier II rates.
- I. To ensure that free and reduced-price eligibility information concerning individual households will not be made available to childcare providers and will otherwise limit the use of such information to persons directly connected with the administration and enforcement of the program.
- J. To designate

Name

Title

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to make determinations of eligibility for purposes of claiming meals for the provider's own children. This official will use the criteria outlined in this policy to determine provider income eligibility.

- K. To establish a procedure to account for all meals claimed.

Signature of Institution Official

Date

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Signature of ONPS Administrator

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Date

This institution is an equal opportunity provider.