

Attachment A

Meal Benefit Program Application Information All applications will be kept confidential!

On-line and paper applications are available through Washington County School District in both English and Spanish. If you need an application other than the English or Spanish versions these are available by going to the USDA website www.fns.usda.gov/cnd/FRP/frp.process.htm to print off an application through their site.

If you have more than 6 children registered in the Washington County School District, please ask your school for 2 paper applications. Fill out the information as instructed and return the applications to the school.

Online Applications instructions: Please follow the instructions below to apply for the meal benefit program for your school age children. If you do not have access to a computer, please talk to your school secretary. All necessary information must be included or the application will not be accepted. **If you have more than 6 children registered in the Washington County School District or more than 8 Household members, please ask your school for 2 paper applications, fill out the information as instructed and return the applications to the school office.**

1. Go to www.washk12.org
2. Click on Department
3. Click on Food Service
4. Click on Meal Benefits
5. Click Complete Application listed on the right hand column
6. Follow the instructions

Paper Applications:

1. Must be neat and clean to enable scanning. Use capital letters.
2. No folds, staples, or paperclips.
3. Black ink only. No colored pen or pencil.
4. One number per box.
5. Fill in the circles if the student is Foster, Homeless, Migrant, or Runaway.
6. Fill in the circle indicating the frequency of pay.
7. Last four digits of Social Security Number or circle marked if there is no Social Security Number.
8. Name and contact information of person signing the application.
9. Signature of person filling out the application.

Please make sure the application is complete before returning it to the school office.

A letter of approval or denial will be mailed to the mailing address submitted with the application. Please make sure your mailing address is correct. That is the only way you will be notified!

The application process may take up to ten days at the beginning of a new school year because of the large number of applications received. Please be patient. You may need to provide a sack lunch for your student(s) until your application is processed.

Students who were on the program the previous year have a thirty (30) day grace period to get their new application completed.