



# Policy Update

**School Call: July 26, 2023**

*David Dierksen, Assistant Director for Policy*



TEXAS DEPARTMENT OF AGRICULTURE  
**COMMISSIONER SID MILLER**

Fraud Hotline: 1-866-5-FRAUD-4 or 1-866-537-2834 | P.O. Box 12847 | Austin, TX 78711  
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This product was funded by USDA.  
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# New Releases

- 2023-2024 Applications for Free and Reduced-Price School Meals (NDS)
- 2023-2024 Application Letter to Household (NDS)
- 2023-2024 Application Directions
- 2023-2024 Letters to Household (now consolidated)
- Media Release Prototypes (now consolidated)

## 2023-2024 Application for Free and Reduced-Price School Meals

Complete one application per household. Please use a pen (not a pencil).

Return to: Contracting Entity (CE) Name  
 CE Mailing Address  
 or Apply Online: CE Website

**STEP 1** List ALL Household Members who are infants, children, and students up to and including grade 12  
 If more spaces are needed, use the Additional Names section on the back.

Definition of Household Member: "Anyone who is living with you and shares income and expenses, even if not related."  
 Children in Foster Care, Head Start, and children who meet the definition of Homeless, Migrant, or Runaway are eligible for free meals. Read the directions for more information.

Child's First Name	MI	Child's Last Name	Student?		Grade	Check any that apply		
			Yes	No		Head Start	Foster Child	Homeless, Migrant, Runaway
			<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"/>
			<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**STEP 2** Do any Household Members (including you) currently participate in one or more of the following assistance programs: SNAP, TANF, or FDIPIR?  
 If NO → Go to STEP 3    If YES → Write the Eligibility Determination Group (EDG, n/a for FDIPIR) number here, then go to STEP 4 (do not complete STEP 3).    EDG Number

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

A. Last four digits of Social Security Number (SSN) of an Adult Household Member    XXX- XX-     Check if no SSN

B. Income for 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. Report the frequency by income type: W=Weekly, E=Every 2 Weeks, T=Twice per Month, M=Monthly, A=Annually. 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. If more spaces are needed, use the Additional Names section on the back.

Name of Adult Household Members (First & Last)	Work Earnings	Frequency					Public Assistance/Child Support/Alimony	Frequency					Pensions/Retirement/Social Security/SSI/VA Benefits/All Other	Frequency				
		W	E	T	M	A		W	E	T	M	A		W	E	T	M	A
	\$ <input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$ <input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	\$ <input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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C. Income for Children in the Household  
 Sometimes children in the household earn or receive income. Please include the TOTAL income received by all Child Household Members listed in STEP 1 here. If applicable, include income from additional children listed on back. Income frequency conversion key provided on back.

Total Child Income    W    E    T    M    A   

D. Total Household Members (Children & Adults)

**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 code    Daytime phone and email (optional)

Printed name of adult signing the form    Signature of adult    Today's date    June 12, 2023



# New Releases

## Policy and ARM for NSLP

Administration/Forms	<b>Policy Updates and News</b> 
Back to Student Meal Rates	All the most current resources you need to successfully operate the School Nutrition Programs are available here. TDA keeps this page updated with any new policy updates and news, including the following:
CFDA/FAIN Numbers	<ul style="list-style-type: none"> <li>▪ Handbook release notices with update summaries</li> <li>▪ Form release notices</li> </ul>
Compliance <ul style="list-style-type: none"> <li>◦ Financial Report</li> </ul>	<ul style="list-style-type: none"> <li>▪ Brand new policy updates that have not yet been updated within the handbooks</li> <li>▪ FAQs and other resources, as required</li> </ul>
Disaster Resources	Please bookmark this page and check back periodically.
Eligibility and Verification	
Equipment Grant <ul style="list-style-type: none"> <li>◦ Application</li> </ul>	<b>July 13, 2023 - RELEASE: School Year 2023-2024 Frequently Asked Questions</b>
Food Service Management Companies	A brand new set of FAQs for NSLP/SBP is now available here:
Food Waste	<ul style="list-style-type: none"> <li>▪ <b>School Year 2023-2024 NSLP/SBP Frequently Asked Questions</b></li> </ul>
Funding Opportunities	Note the FAQs are now <b>only</b> available on this page. TDA will pin this entry to the top of this Policy Updates and News module and update as required. Please bookmark this page and check back frequently.
Latest News	
Local Wellness Policy Requirements	

<https://squaremeals.org/Programs/National-School-Lunch-Program/Policy-ARM>

## New SY 2023-2024 FAQs

- On the Policy/ARM page
- Under Policy Updates and News
- Use the + sign to expand the module.

## Coming soon!

- ARM Update (multiple sections for clarification)
- Verification letter templates



## New Releases

### **Noncongregate Extreme Heat Waiver**

- Sites are outdoors and exposed to the weather.
- No alternative, temperature-controlled locations at which to provide congregate summer service.
- The National Weather Service (NWS) has issued a Heat Advisory, Excessive Heat Warning, or Excessive Heat Watch for the area.

<https://squaremeals.org/Programs/Summer-Meal-Programs/Administration-Forms>



## New Releases

### Noncongregate Extreme Heat Waiver

- One request form per day (multiple sites can be submitted per form)
- Must be grab-n-go and served directly to children DAILY.
  - Parent pick-up NOT allowed.
  - Multi-day bundling NOT allowed.
- Do **not** need to indicate intent to participate in the site applications.

<https://squaremeals.org/Programs/Summer-Meal-Programs/Administration-Forms>



# Reimbursement Rates

## **2023-2024 reimbursement rates published to SquareMeals:**

- <https://squaremeals.org/Programs/National-School-Lunch-Program/Reimbursement-Rates>
- Extra \$0.40 per lunch and \$.15 provided by the Keep Kids Fed Act expired June 30, 2023.
- New rates reflect an adjustment to the base rate from Program Year (SY) 2022–2023.



# End of COVID-19 Flexibilities

Ended June 30:

- Offsite monitoring waivers
  - For allowable offsite flexibilities and strategies:  
<https://www.fns.usda.gov/cn/oversight-monitoring-onsite-offsite-school-meals-programs>
- Fiscal action flexibility for supply chain disruptions
- Keep Kids Fed Act (KKFA) higher reimbursements
- Non-congregate waivers in the event of a COVID outbreak.



CHILD NUTRITION

NATIONAL SCHOOL LUNCH PROGRAM

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotope, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

**1. mail:**

U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410; or

**2. fax:**

(833) 256-1665 or (202) 690-7442; or

**3. email:**

[program.intake@usda.gov](mailto:program.intake@usda.gov)

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Food and Nutrition Division  
National School Lunch Program



Updated 7/25/2023  
[www.SquareMeals.org](http://www.SquareMeals.org)