



**United States
Department of
Agriculture**

Food and
Nutrition
Service

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MEMO CODE: SP 44 - 2011, CACFP 25 - 2011, SFSP 18 - 2011

SUBJECT: Translations for the Free and Reduced Price School Meals
Application and Child and Adult Care Food Program Meal Benefit
Income Eligibility Form

TO: Regional Directors
Special Nutrition Programs
All Regions

State Directors
Child Nutrition Programs
All States

Please be advised that we have finalized the process of translating the Free and Reduced Price School Meals Application, and the Child and Adult Care Food Program (CACFP) Meal Benefit Income Eligibility Form and verification forms into 33 different languages. This has been done in an effort to facilitate program access and the communication between Program operators and households.

The translated Free and Reduced Price School Meals Application package includes the letter to households, the free and reduced price school meals application, the notification of selection for verification of eligibility and the letter of verification results. The translated application package also includes optional materials that may be provided to households, such as sharing information with Medicaid/SCHIP and sharing information with other programs.

The translated CACFP Meal Benefit Income Eligibility Form package includes the letter to Tier I and Family Day Care Home Providers, the Child Day Care Meal Benefit Income Eligibility Form, and the Adult Day Care Meal Benefit Income Eligibility Form with instructions. The package contains the notification of selection for verification of eligibility and verification results. The translated application package also includes optional materials that may be provided to households, such as sharing information with Medicaid/SCHIP and sharing information with other programs.

The following translations are now available on our Child Nutrition Programs website: Arabic, Armenian, Cambodian, Simplified Chinese, Traditional Chinese, Croatian, Farsi, French, Greek, Gujarati, Haitian-Creole, Hindi, Hmong, Japanese, Korean, Kurdish, Laotian, Mien, Polish, Portuguese, Punjabi, Russian, Samoan, Serbian, Somali, Spanish, Sudanese, Tagalog, Thai, Tigrinya, Urdu, Ukrainian, and Vietnamese.

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The Free and Reduced Price School Meals Application translations have been posted in Word and PDF format on our website at:

<http://www.fns.usda.gov/cnd/FRP/frp.process.htm>. The CACFP Meal Benefit Income Eligibility Form translations can be found at:

http://www.fns.usda.gov/cnd/Care/Benefit_Forms/Translations.htm.

The CACFP Meal Benefit Income Eligibility Forms also may be used to determine individual income eligibility in the Summer Food Service Program. The English version of the SFSP Meal Benefit Income Eligibility Form can be found at:

http://www.fns.usda.gov/cnd/summer/library/Meal_Benefit_Form/Meal_Benefit_Forms.html.

State agencies should contact their Regional Office with any questions.

A handwritten signature in blue ink that reads "Cynthia Long". The signature is written in a cursive, flowing style.

Cynthia Long
Director
Child Nutrition Division