

Dear Parent, Guardian or CACFP Participant:

Your program participates in the Child and Adult Care Food Program (CACFP) and serves nutritious meals each operating day. The information requested on the Income Eligibility Form determines how much reimbursement your program will receive from CACFP for these meals and snacks, based on the United States Department of Agriculture (USDA) family income criteria listed below. We encourage you to complete the form promptly so your center can maximize its reimbursement for healthy meals and snacks. One form needs to be completed for each household every year. All information on the form will be confidential and used only for the purpose of determining CACFP reimbursement for meals and snacks served at the program.

Guidelines for completing the Income Eligibility Form are listed below:

DOH-3688: Income Eligibility Form for Child Care Centers

- Households in which any member currently receives Food Stamps, Temporary Assistance to Needy Families (TANF), or participates in the Food Distribution Program on Indian Reservations (FDPIR) are automatically eligible for the highest reimbursement and need only complete Section A of the application.
- Head Start participants are automatically eligible for the highest rate of reimbursement from CACFP. No Income Eligibility Form needs to be submitted.
- Foster children are automatically eligible for the highest rate of reimbursement from CACFP. Households with both foster and non-foster children in day care may complete one form, including the foster child as a household member. Eligibility determination for the non-foster children will be based on the information reported on the form by the household.

DOH-3834: Income Eligibility Form for Adult Day Care Centers

- Adult participants who live in a household in which any member currently receives Food Stamps, TANF, participates in FDPIR, or adults who themselves receive SSI or Medicaid, are automatically eligible for the highest reimbursement and need only complete Parts 1 and 3 of the form.

**INCOME ELIGIBILITY GUIDELINES
(Effective July 1, 2011 until June 30, 2012)**

Household Size	REDUCED PRICE MEALS		
	Year	Month	Week
1	20,147	1,679	388
2	27,214	2,268	524
3	34,281	2,857	660
4	41,348	3,446	796
5	48,415	4,035	932
6	55,482	4,624	1,067
7	62,549	5,213	1,203
8	69,616	5,802	1,339
For each additional family member	+7,067	+589	+136

Sponsor/Center Official

Sponsoring Organization

Date

No person will be discriminated against because of race, color, national origin, sex, age or disability in the operation of the Child and Adult Care Food Program. If you believe that you have been discriminated against, write to USDA, Director, Office of Adjudication, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call (866) 632-9992 (voice). Individuals who are hearing impaired or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339; or (800) 845-6136 (Spanish). USDA is an equal opportunity provider and employer.