



Free and Reduced Price Meal Applications in the Child and Adult Care Food Program Webinar

- 1) How does the local agency determine the reimbursement rate that will be provided for each child?**
 - a) The staff should ask the families which category to claim their child(ren) in.
 - b) The staff should look at the monthly budget to determine how much money is needed for the next month.
 - c) The agency must collect an application for free and reduced price meals from each family and use the information on that application along with current income eligibility guidelines to determine the eligibility category for the child(ren).
 - d) All meals are claimed in the free category since South Dakota is a rural state.

- 2) What information must be included on a complete application for free and reduced price meals if the family provides a Food Stamp case number.**
 - a) The name of each child in the family that is enrolled in the center.
 - b) The case number for the Food Stamp program.
 - c) The gross income of all family members.
 - d) An adult household member signature.
 - e) The last four digits of the social security number for the adult household member that signed the application.
 - f) A, B, and D (above)
 - g) A, C, D, and E (above)

- 3) What is the suggestion for what to do with the applications for free and reduced price meals after they “expire”?**
 - a) Shred them
 - b) File all of the old applications together (at the back of the 3-ring binder or with all other CACFP records for the same year)
 - c) Return them to the parents with a note of thanks
 - d) Throw them in the trash can making sure to hide them beneath other garbage.

- 4) Who is responsible for completing the “for center/school use only” box at the bottom of the free and reduced price meal applications?**
 - a) Any “authorized” individual within the local agency.
 - b) Personnel from the Child and Adult Nutrition Services (CANS) office in Pierre.
 - c) The parent or guardian
 - d) This box does not need to be completed

5) How does the local agency determine if a family qualifies for free or reduced price meals?

- a) Look at the list of children who are eligible for child care assistance and claim these children as free.
- b) Look at last year's list of children who qualified for free or reduced price meals.
- c) Use the current income eligibility guidelines for the CACFP and compare the income of the family and family size against these income guidelines.
- d) Get a written statement from the parents requesting free or reduced price meals.

6) What is the conversion factor to use to convert bi-weekly income to monthly income?

- a) 2
- b) 2.15
- c) 4
- d) 4.33

7) Which of the following is a common mistake made when approving / denying free and reduced price meal applications?

- a) Collecting new applications each year.
- b) Counting foster children in the household number.
- c) Adding the total household income incorrectly.
- d) None of the above.

8) A foster child is automatically eligible for free meals. And that eligibility does not extend to other household members that are not foster children.

- a) True
- b) False

9) Free and Reduced Price Meal Applications must be maintained on file for how long after they are completed?

- a) Six months
- b) Until the child is no longer enrolled
- c) For three years beyond the year to which they pertain
- d) Forever

10) The information provided on applications for free and reduced price meals must be maintained confidentially.

- a) True
- b) False

11) An application does not indicate participation in Food Stamps, TANF, or FDPIR and all family members are listed with "0" income. What should be done with the application?

- a) The application should be returned to the family asking them to provide a case number.
- b) The application should be approved as free and filed with the other applications.
- c) The application should be thrown away since there is no income reported and the child may be claimed as free.
- d) The application should be approved as "temporary free" and the family must be contacted within 45 days to determine if any circumstances have changed.

12) What information must be included on an application for free and reduced price meals if the family does not provide any case numbers.

- a) The name of each child in the family that is enrolled in the center.
- b) The case number for the Food Stamp program.
- c) The gross income of all family members.
- d) An adult household member signature.
- e) The last four digits of the social security number for the adult household member that signed the application.
- f) A, B, and D above
- g) A, C, D, and E above

13) What is the conversion factor to use to convert weekly income to monthly income?

- a) 2
- b) 2.15
- c) 4
- d) 4.33

14) What is the definition of "current income"?

- a) The income that the family expects to receive in the next immediate month.
- b) The average monthly income over the past year plus a 3% cost of living increase.
- c) The income that the family expects to report on the next annual tax return divided by 12.
- d) Income received during the month prior to the time the application is received.

15) The size of a household is defined as the total number of children and grandchildren in the family (whether or not they live in the home).

- a) True
- b) False

16) If a family chooses not to return an application for free and reduced price meals, what should the center do when it comes time to complete the claim for reimbursement?

- a) Claim the child(ren) in the paid category until a complete application is on file.
- b) Do not claim the children at all.
- c) Make an educated guess as to what category you think the family will qualify for.
- d) Tell the family that they cannot bring their child to the center again until an application is returned.

17) An eligibility roster is a list of children that contains the first and last name of each child, the eligibility category for each child, and the date that the free and reduced price meal application will expire.

- a) True
- b) False

18) How long is an application for free and reduced price meals valid?

- a) Until another sibling is born
- b) Until the parent tells you that they make more money
- c) For one year after the parent signs the form
- d) Forever

19) Every parent that applies for free and reduced price meal benefits must be provided with:

- a) The free and reduced price application and instructions
- b) The reduced price income guidelines and types of income to report
- c) The parent letter
- d) All of the above

20) The free and reduced price meal application requirements for pricing programs are exactly the same as those for non-pricing programs.

- a) True
- b) False

Your Name

Local Agency Name

Date