

# 2025–26 Child Nutrition Eligibility & Education Benefit Application –

Apply online: \_\_\_\_\_

This application may qualify you for: meal benefits, Summer EBT benefits (if enrolled in a NSLP/SBP school), reduced fees for other programs and activities, and/or help secure funding for your school district. If your child(ren) are enrolled in a Community Eligibility Provision (CEP) or Provision 2 school, completing this application will not impact your eligibility to receive meals at no cost.

Complete, sign, and return this application to: \_\_\_\_\_

Check here if you received meal benefits last year: ☐

1. List **all students** living with you that are attending school. If the student is in foster care, experiencing homelessness, or receiving migrant education services, indicate this by placing an “x” in the appropriate box. Include any personal income received by the student and make an “x” in the correct box for how often it is received. ☐ Homeless ☐ Migrant

Student's Last Name	Student's First Name	MI	Foster	Date of Birth	School	Grade	Student Income	Weekly	Bi-weekly	2 X Month	Monthly
			<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"/>
			<input type="checkbox"/>				\$	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2. If any Household Members (including yourself) currently participate in one or more of the following assistance programs, please write in a case number. If no, go to Step 3.

☐ Basic Food ☐ TANF ☐ Food Distribution Program on Indian Reservations (FDPIR) Case Number: \_\_\_\_\_

3. List the names of all other household members - Enter income (in whole dollars) and CHECK how often it is received. If a household member does not receive income, write 0. If you enter 0 or leave the income sections blank, you are promising there is no income to report.

Names of ALL other household members (do not include students listed above)	Foster	Earnings from work (before any deductions)	Weekly	Bi-weekly	2 X Month	Monthly	Public Assistance/ Child Support/ Alimony	Weekly	Bi-weekly	2 X Month	Monthly	Pensions/ Retirement/ Social Security (SSI)	Weekly	Bi-weekly	2 X Month	Monthly	Any Other Income Not Already Listed	Weekly	Bi-weekly	2 X Month	Monthly
	<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"/>	<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"/>	<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"/>	\$	<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"/>	<input type="checkbox"/>	\$	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4. Total Household Members (include all people living in your household):  Last Four Digits of Social Security Number (SSN) of  Check if no SSN: ☐  
(total listed must equal number of household members listed above) Primary Wage Earner or Other Household Member (Optional if only applying for Summer EBT)

5. Contact Information & Signature – Complete, sign, and return this application to:

I certify (promise) that all information on this application is true, that all income is reported, and that my household does not receive Summer EBT benefits through a different State or Indian Tribal Organization (if applicable). I understand that this information is given in connection with the receipt of federal or state benefits and that school officials may verify (check) the information. I am aware that if I purposely give false information, my children may lose these benefits, and I may be prosecuted under applicable State and Federal laws.

Printed Name of Adult Household Member

Adult Household Member Signature

E-mail Address

Mailing Address

City, State & Zip Code

Daytime Phone

Date

6. **Children's Racial and Ethnic Identities (Optional) – We are required to ask for information about your child(ren)'s race and ethnicity. This information is important and helps make sure we are fully serving our community. Responding to this section is optional and does not affect your child(ren)'s eligibility for free & reduced-price meals.**

Mark one or more racial identities:

☐ American Indian or Alaska Native

☐ Asian

☐ Black, or African American

☐ Native Hawaiian or Other Pacific Islander

☐ White

Mark one ethnic identity:

☐ Hispanic or Latino

☐ Not Hispanic or Latino

**Child Nutrition Eligibility:** The Richard B. Russell National School Lunch Act requires the information on this application. You do not have to give the information, but if you do not, we cannot approve your child for free or reduced-price meals. You must include the last four digits of the social security number of the adult household member who signs the application. The last four digits of the social security number is not required when you apply on behalf of a foster child or you list a Supplemental Nutrition Assistance Program (Basic Food), Temporary Assistance for Needy Families (TANF) Program or Food Distribution Program on Indian Reservations (FDPIR) case number or other FDPIR identifier for your child or when you indicate that the adult household member signing the application does not have a social security number. We will use your information to determine if your child is eligible for free or reduced-price meals, and for administration and enforcement of the lunch and breakfast programs. We MAY share your eligibility information with education, health, and nutrition programs to help them evaluate, fund, or determine benefits for their programs, auditors for program reviews, and law enforcement officials to help them look into violations of program rules.

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, audiotape, 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/ad-3027.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)

This institution is an equal opportunity provider.

INSERT DISTRICT NAME School District's Non-Discrimination Statement

**SCHOOL USE ONLY DO NOT WRITE BELOW THIS LINE**

ANNUAL INCOME CONVERSION: Weekly x 52; Bi-Weekly x 26; Twice per month x 24; Monthly x 12.

(Do **NOT** convert to annual income unless household reports multiple pay frequencies).

**LEA APPROVAL:** ☐ Basic Food/TANF/FDPIR/Foster  
☐ Income Household

Total Household Size	_____	Weekly	Bi-Weekly	2x per Month	Monthly	Annual
Total Household Income	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**APPLICATION APPROVED FOR:** ☐ Free Eligible  
☐ Reduced-Price Eligible

**APPLICATION DENIED BECAUSE:** ☐ Income Over Allowed Amount ☐ Other: \_\_\_\_\_  
☐ Incomplete/Missing Information

\_\_\_\_\_  
Date Notice Sent

\_\_\_\_\_  
Signature of Approving Official

\_\_\_\_\_  
Date

# National School Lunch Program/School Breakfast Program 2025–26 Letter to Households (Public Schools)

Dear Parent/Guardian:

Completing the Child Nutrition Eligibility & Education Benefit Application may qualify you for: free or reduced-price meals, Summer EBT benefits, reduced fees for other programs and activities, and help secure funding for your school district. The cost of school meals is shown below.

Breakfast and lunch will be served at no cost to those children who qualify for free and reduced-price meals in grades K-12. All other students will be charged the rates shown below.

REGULAR			
Grade Level	Breakfast	Lunch	Snack
K-5	\$ 1.90	\$ 3.65	\$ NA
6-12	\$ 2.15	\$ 3.90	\$ NA

## Who should fill out an application?

Fill out the application if:

- Total household income is the SAME or LESS than the amount on the chart.
- You receive Basic Food, take part in the Food Distribution Program on Indian Reservations (FDPIR), or receive Temporary Assistance for Needy Families (TANF) for your children.
- You are applying for foster children that are under the legal responsibility of a foster care agency or court.

**Turn in the application to your youngest child's school kitchen.**

Be sure to submit **ONLY ONE** application per household. We will notify you if the application is approved or denied. If any child you are applying for is homeless (McKinney-Vento), or migrant, check the appropriate box.

## What counts as income? Who is considered a member of my household?

Look at the income chart below. Find your household size. Find your total household income. If members in the household are paid at different times during the month and you are unsure if your household is eligible, fill out an application and we will determine your income eligibility for you. The information you give will be used to determine your child's eligibility for free or reduced-price meals.

Foster children that are under the legal responsibility of a foster care agency or court are eligible for free meals regardless of personal use income. If you have questions about applying for meal benefits for foster children, please contact us at [425-385-4380](tel:425-385-4380).

USDA Child Nutrition Program Income Guidelines Effective July 1, 2025–June 30, 2026					
Household Size	Annual	Monthly	Twice Per Month	Every Two Weeks	Weekly
1	\$28,953	\$2,413	\$1,207	\$1,114	\$557
2	\$39,128	\$3,261	\$1,631	\$1,505	\$753
3	\$49,303	\$4,109	\$2,055	\$1,897	\$949
4	\$59,478	\$4,957	\$2,479	\$2,288	\$1,144
5	\$69,653	\$5,805	\$2,903	\$2,679	\$1,340
6	\$79,828	\$6,653	\$3,327	\$3,071	\$1,536
7	\$90,003	\$7,501	\$3,751	\$3,462	\$1,731
8	\$100,178	\$8,349	\$4,175	\$3,853	\$1,927
For each add'l family member, add:	\$10,175	\$848	\$424	\$392	\$196

**HOUSEHOLD** is defined as all persons, including parents, children, grandparents, and all people related or unrelated who live in your home and share living expenses. If applying for a household with a foster child, you may include the foster child in the total household size.

**HOUSEHOLD INCOME** is considered to be the income each household member received before taxes. This includes wages, social security, pension, unemployment, welfare, child support, alimony, and any other cash income. If including a foster child as part of the household, you must also include the foster child's personal income. Do not report foster payments as income.

## What must be on the application?

### A. For households not getting any assistance:

- Student name(s)
- Names of all household members
- Income by source for all household members
- Adult household member's signature
- Last 4 digits of social security number of the adult household member who signs the application (or if the adult signing does not have a social security number, check the associated box).

Complete *Parts 1, 2, 3, 4, and 5*; *Part 6* is optional.

### B. For households with only foster child(ren)

- Student's name
- Adult household member signature

Complete *Parts 1* and *5*; *Part 6* is optional. You may also send the school a copy of the court documentation showing the foster child(ren) was/were placed with you instead of filling out an application form.

**Last 4 digits of SSN are not required for B.**

## What must be on the application? *continued*

### C. For a family getting Basic Food/TANF/FDPIR:

- List all student names

## National School Lunch Program/School Breakfast Program 2025–26 Letter to Households (Public Schools)

- Enter a case number
  - Adult household member's signature
- Complete *Parts 1, 2, 4, and 5*. *Part 6* is optional.  
**Last 4 digits of SSN are not required for C.**

### D. **For household with a foster child(ren) and other children:**

Apply as a household and include foster children. Follow the directions for “**A. For households not getting any assistance:**” and include the foster child’s personal use income.

### **What if I’m not receiving basic food dollars?**

If you have been approved for Basic Food but do not actually receive Basic Food dollars, you may be eligible for free or reduced-price meals. You must apply for meal benefits by filling out a meal application and returning it to your child’s school.

### **Do my children automatically qualify if they have a case number?**

Yes. Children on TANF or Basic Food may get free meals and children receiving some Medicaid benefits may be eligible for free or reduced-price meals without the household having to complete an application. These children are identified by the school using a data matching process. This matched list is then made available to your child’s school food service staff. The students on this list get free meals if their schools have the free and reduced-price breakfast and/or lunch program (not all schools do). Please contact us immediately if you feel your children should be receiving free meals and are not. If you do not want your child to participate in the free meal programs using this method, please notify the school.

### **If anyone in my household has a case number, will all children qualify for free meals?**

Yes. If someone else in the household has a case number, other than a foster child, you must fill out an application and send it to your student’s school. Please contact us immediately if you feel other children in your household should be receiving free meals and are not.

### **Basic Food - Can I qualify for assistance in buying food?**

Basic Food is the state’s food stamp program. It helps households make ends meet by providing monthly benefits to buy food. Getting Basic Food is easy! You can apply in person at the local DSHS Community Service Office, by mail, or online. There are other benefits too. You can learn about Basic Food by calling 1-877-501-2233 or by logging on to <https://www.dshs.wa.gov/esa/community-services-offices/basic-food>.

### **We are in the military. Do we report our income differently?**

Your basic pay and cash bonuses must be reported as income. If you get any cash value allowances for off-base housing, food, or clothing, it must also be included as income. However, if your housing is part of the Military Housing Privatization Initiative, do not include your housing allowance as income. Any additional combat pay resulting from deployment is also excluded from income.

### **My child’s application was approved last year. Do I need to fill out a new one?**

Yes. Your child’s application is only good for that school year and for the first few days of this school year. You must send in a new application unless the school told you that your child is eligible for the new school year.

### **What if some household members have no income to report?**

Household members may not receive some types of income we ask you to report on the application, or may not receive income at all. Whenever this happens, please write a 0 in the field. However, if any income fields are left empty or blank, those will also be counted as zeroes. Please be careful when leaving income fields blank, as we will assume you meant to do so.

### **Health Coverage**

To inquire about or apply for health care coverage for kids in your family, please visit <http://www.wahealthplanfinder.org> or you may call Washington Health Plan Finder at 1-855-923-4633.

### **What if my child needs special foods?**

If your child needs special foods, contact the school/district food service office.

### **Proof of Eligibility**

The information you provide may be verified at any time. You may be asked to send additional information to prove your child is eligible to receive free and reduced-price meals.

### **Fair Hearing**

If you do not agree with the decision on your child's application or the process used to prove income eligibility, you may talk with **Shawn Bryant**, the fair hearing official. You have the right to a fair hearing which may be arranged by calling the school/school district at this number **425-385-4380**.

### **Reapplication**

You may apply for benefits any time during the school year. If you should have a decrease in household income, an increase in household size, or become unemployed, or receive Basic Food, TANF, or FDPIR, you may be eligible for benefits and may fill out an application at that time.

**National School Lunch Program/School Breakfast Program  
2025–26 Letter to Households (Public Schools)**

**USDA Non-Discrimination**

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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.

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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)

This institution is an equal opportunity provider.



# SCHOOL MEALS

## Breakfast and lunch:

Everett Public Schools participates in the National School Lunch and Breakfast Program sponsored by the USDA. Each entrée comes with a variety of fresh fruit and vegetables, along with 1% white milk or non-fat chocolate milk.

Every day we proudly serve students nutritious meals that include:

- Whole-grain breads, wraps, pasta and rolls
- Self Service Bars that include: broccoli, cauliflower, carrots, apples, oranges, salads, pears, bananas, and other seasonal fruits and vegetables
- On-site homemade items including mac & cheese, lasagna, soup, bread dough, salad dressing and more

## How do I pay for school meals?

- We accept check, cash or you can make a payment online at [www.MySchoolBucks.com](http://www.MySchoolBucks.com)
- Make check payable to "Your School Name" or "Everett Public Schools Food & Nutrition Services"
- Please write your student ID number on the check
- If cash is sent with your elementary student, please put in an envelope or bag with the student ID number written on the front

## Where can I pre-pay online, view student purchases and check my student's balance?

Please visit My School Bucks at [www.MySchoolBucks.com](http://www.MySchoolBucks.com). Many parents enjoy the convenience of online payments. Families can **access balances**, view purchases, **request low balance email notifications**, or make payments from their computer or smartphone. There is no charge to view purchases, receive email notifications, or check balances. My School Bucks does charge a small convenience fee to make a deposit. Please allow 24 hours for deposits to show on your student's account. All balances follow your student into the next school year even if your student transfers to another school within the district.

## Menus available on the website

When you click on the fork and knife icon on the district website, you will notice an interactive menu that has nutritional information, links to other useful tools, and the ability to view the menu in other languages.

	ELEMENTARY	MIDDLE AND HIGH SCHOOL
<b>FULL PAY</b>	<b>BREAKFAST:</b> 1.90 <b>LUNCH:</b> \$3.65	<b>BREAKFAST:</b> \$2.15 <b>LUNCH:</b> \$3.90
<b>REDUCED</b>	<b>BREAKFAST:</b> No Charge <b>LUNCH:</b> No Charge*(Grades K – 5)  *State funding covers the co-pay for reduced price students in grades K-5	<b>BREAKFAST:</b> No Charge <b>LUNCH:</b> No Charge*(Grades 6 – 12)  *State funding covers the co-pay for reduced price students in grades 6-12
<b>FREE</b>	<b>BREAKFAST:</b> No Charge <b>LUNCH:</b> No Charge	<b>BREAKFAST:</b> No Charge <b>LUNCH:</b> No Charge

## Extending credit for school meals

The district's approach to extending credit for meals is proactive and reduces potential embarrassment when a student runs out of money on their student meal account. We want the meal service to be a positive experience for all students and minimize the identification and individual impact for a student with insufficient funds.

Payments to deposit money into student meal accounts can be made at the school kitchen, the Food and Nutrition Services office, and online. Online payments and low-balance alerts can be managed at [www.myschoolbucks.com](http://www.myschoolbucks.com).

- The goal is for student accounts to remain positive
- All households are accountable for meal charges
- All balances, positive or negative, carry over to the next year
- Parents are notified of unpaid charges through automated text and email messages twice a week
- The district does not want to burden any family with unpaid accumulating debt; therefore, any student with insufficient funds will be allowed to charge up to five meals and will then be offered a courtesy meal at no charge. All students will be offered a meal if they enter the line.
- Students accepting a courtesy meal will be able to select from a variety of fresh fruits, veggies and milk, in addition of the "grab and go" options offered, which are available for purchase for anyone on any day.
- School counselors may contact the families of students who receive more than five courtesy meals to help them complete the free and reduced-price meal application
- Food and Nutrition Services will not delay or deny a meal due to a student having insufficient funds
- A la Carte and non-student purchases cannot be charged

## Questions or comments?

### Food & Nutrition Services

3900 Broadway

Everett, WA 98201

Phone: 425-385-4380

FAX: 425-385-4249

[FoodServices@everettsd.org](mailto:FoodServices@everettsd.org)

**"We are dedicated to helping build strong bodies and minds by creating quality meals and providing individualized services in a safe and friendly atmosphere."**



Everett Public Schools does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated youth groups. The following employees have been designated to handle questions and complaints of alleged discrimination:

The following employees are designated to handle questions and complaints of alleged discrimination: Executive Director of Human Resources, Equity and Access, District Title IX Officer, District Affirmative Action Officer, Section 504 Coordinator, and ADA Coordinator. They can be contacted in writing at 3900 Broadway, Everett WA, 98201 or by telephone at 425-385-4000. Everett Public Schools will also take steps to assure that national origin persons who lack English language skills can participate in all educational programs, services and activities. For information regarding translation services or transitional bilingual education programs, contact Christopher Fulford at 425-385-4030 or [cfulford@everettsd.org](mailto:cfulford@everettsd.org). Dr. Chad Golden - Executive Director of Human Resources/Title IX/Civil Rights Compliance Officer and ADA Coordinator 425-385-4100 or [CGolden@everettsd.org](mailto:CGolden@everettsd.org). Dave Peters – 504 Coordinator 425-385-4063 or [DPeters@everettsd.org](mailto:DPeters@everettsd.org).

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