

NOTIFICATION OF CHANGE IN BENEFITS OR TERMINATION OF FREE OR REDUCED-PRICE BENEFITS

NORTH DAKOTA DEPARTMENT OF PUBLIC INSTRUCTION
CHILD NUTRITION AND FOOD DISTRIBUTION PROGRAMS

(Rev. 11/24) G/Tools/SNP/Notification of Change in Benefits or Termination of Free or Reduced-Price Benefits

Date

Dear

As a result of our verification efforts, starting your eligibility for free or reduced-price benefits will be:

- ☐ Your student's eligibility has not changed.
- ☐ Changed from reduced-price to free. Your child(ren) will receive meals at no cost.
- ☐ Changed from free to reduced-price meal eligibility. Meals will be provided at no cost based on North Dakota legislation 2023.
- ☐ Terminated for the following reason(s):
- ☐ Income is over the allowable amount.
- ☐ Not currently covered under a SNAP (Supplemental Nutrition Assistance Program (the previous 'Food Stamp' program)) or TANF (Temporary Assistance for Needy Families) case number. (*You may submit an application with income information.*)
- ☐ Did not provide proof of current eligibility. The following information is missing:
- _____
- ☐ Other _____

If you are not eligible for benefits now, but have a decrease in household income, become unemployed, or have an increase in household size, you may fill out an application and reapply for benefits at that time. If you begin to receive SNAP benefits, TANF or commodity assistance through the Food Distribution Program on Indian Reservations (FDPIR), you may fill out an application or present a Meal Benefit Notice to the school.

If you do not agree with this decision, you may discuss it with the following determining official:

Determining Official

You also have a right to a fair hearing. This can be done by calling or writing the following official:

Hearing Official Name

Address

Phone

If you request a hearing before the date stated, your child will continue to receive free or reduced-price meals until the decision of the hearing official is made.

Sincerely,

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/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

This institution is an equal opportunity provider.