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Sample A

*Letter to Households in Schools/Districts Participating in
Community Eligibility Provision*

Dear Parent or Guardian:

We are pleased to inform you that Aspen Public Schools will be implementing a new option available to schools participating in the National School Lunch and School Breakfast Programs called the Community Eligibility Provision for 2023-2024 School Year.

What does this mean for you and your children attending the school(s)

Great news for you and your students! All enrolled students of

Aspen Meadow

Aspen Valley

Aspen Ridge

are eligible to receive a healthy breakfast and lunch at school at no charge to your household each day of the 2023-2024 school year. No further action is required of you. Your child(ren) will be able to participate in these meal programs without having to pay a fee or submit an application.

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the agency (state or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at 800-877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form (AD-3027), found online at http://www.ascr.usda.gov/complaint_filing_cust.html and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call 866-632-9992. Submit your completed form or letter 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
- (2)Fax: 202-690-7442
- (3)E-mail: program.intake@usda.gov

This institution is an equal opportunity provider.

If we can be of any further assistance, please contact us at (559) 899-3176

Sincerely,

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