

ILLINOIS STATE BOARD OF EDUCATION
 Nutrition and Wellness Programs Division
 100 North First Street, W-270
 Springfield, Illinois 62777-0001

DATE: _____

TO: Local Education Agency (LEA)

FROM: _____

RE: Children Categorically Eligible for Free Meal Benefits Homeless

Homeless, runaway, migrant, Head Start and foster children that are under the legal responsibility of a foster care agency or court are categorically eligible for free meal benefits under the National School Lunch and School Breakfast programs. To identify children eligible under these categories, administrators of these programs including migrant education directors (see list at http://www.isbe.net/bilingual/pdfs/MEP_LOA_Contacts.pdf), homeless education liaison (if needed, contact your Regional Office of Education (City of Chicago residents may contact the Chicago Public Schools Office of Students in temporary living situations at (773-553-2225), Head Start directors and foster care agency directors are authorized to provide documentation of the migrant, runaway, homeless, Head Start or foster care status of children.

This memo certifies that the required information was gathered and reviewed and it was determined that the children listed below are categorically eligible for free meal benefits under the National School Lunch and School Breakfast programs for the _____ school year. This documentation is in lieu of Household Eligibility Application for meal benefits. This free meals eligibility remains in effect for the remainder of the school year and for a maximum of 30 operating days into the subsequent school year or until a new determination is made, whichever comes first.

FIRST NAME	MIDDLE INITIAL	LAST NAME	BIRTH DATE	SCHOOL ATTENDING AND GRADE LEVEL

*Original Signature of Migrant Program Director, Homeless Liaison,
 Head Start or Foster Care Agency Director*

Date

District/Agency: _____

Address (Street, City, State, Zip Code): _____

Telephone (Include Area Code): _____