

	MISSOURI DEPARTMENT OF HEALTH AND SENIOR SERVICES CHILD AND ADULT CARE FOOD PROGRAM			ISSUED	REVISED	CHAPTER	SECTION
	CHILD CARE CENTERS POLICY & PROCEDURE MANUAL			3/91	1/16	10	10.6
CHAPTER Chapter 10. Free and Reduced Price Meals				SUBJECT Letter to Parents			

The parent or guardian shall receive a letter informing them of the procedures for determining their child(ren)'s eligibility for free and reduced price meals at the same time as they are asked to complete the Income Eligibility Form (IEF).

The Federal Regulations require that the parent letter contain certain information. A sample letter to the parent for non-pricing institutions can be found in the booklet entitled Income Eligibility Guidance for Child Care Centers. The parent letter for pricing institutions is available upon request from the Missouri Department of Health and Senior Services – Community Food and Nutrition Assistance. The parent letter for non-pricing child care centers is available at:

<http://health.mo.gov/living/wellness/nutrition/foodprograms/cacfp/lawsregs.php>.

Reference: 7 CFR 226.23