

Child and Adult Care Food Program Sample Media Release

Center Name _____

Street Address _____ City _____ WA Zip Code _____

Center Contact Person _____ Phone Number _____

Sent To _____ Date _____

Note: Emergency shelters and at-risk only programs should omit references to income and the income guidelines before sending to the media.
Please print the following media release as a free public service announcement.

Today _____ (name of center) announced its sponsorship of the U.S. Department of Agriculture (USDA) Child and Adult Care Food Program administered by the Office of Superintendent of Public Instruction (OSPI). Meals will be made available to enrolled participants at no separate charge without regard to race, color, national origin, sex, age, or disability. Household income determines the amount of money OSPI will reimburse institutions to provide meals to enrolled participants. The income-eligibility guidelines listed below are used to determine the reimbursement from OSPI.

Household Size	FREE					REDUCED-PRICE				
	Yearly	Monthly	Twice Per Month	Every Two Weeks	Weekly	Yearly	Monthly	Twice Per Month	Every Two Weeks	Weekly
1	\$ 15,444	\$ 1,287	\$ 644	\$ 594	\$ 297	\$ 21,978	\$ 1,832	\$ 916	\$ 846	\$ 423
2	20,826	1,736	868	801	401	29,637	2,470	1,235	1,140	570
3	26,208	2,184	1,092	1,008	504	37,296	3,108	1,554	1,435	718
4	31,590	2,633	1,317	1,215	608	44,955	3,747	1,874	1,730	865
5	36,972	3,081	1,541	1,422	711	52,614	4,385	2,193	2,024	1,012
6	42,354	3,530	1,765	1,629	815	60,273	5,023	2,512	2,319	1,160
7	47,749	3,980	1,990	1,837	919	67,951	5,663	2,832	2,614	1,307
8	53,157	4,430	2,215	2,045	1,023	75,647	6,304	3,152	2,910	1,455
For each additional family member add:	+ 5,408	+ 451	+ 226	+ 208	+ 104	+ 7,696	+ 642	+ 321	+ 296	+ 148

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: mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; fax: (202) 690-7442; or email: program.intake@usda.gov.

This institution is an equal opportunity provider.

Meals will be provided at the site(s) listed below: (Attach additional pages if needed)

Center Name _____

Street Address _____

City, WA Zip Code _____

Phone Number _____