



## Financial Assistance Program Overview 2022-2023 School Year

The Reading School Committee has authorized a Financial Assistance Program effective in the 2022-2023 School Year. Eligibility for financial assistance for fees and tuition will be based on federal free and reduced meal eligibility as presented in the table below:

### INCOME ELIGIBILITY GUIDELINES (Effective July 1, 2022 – June 30, 2023)

HOUSEHOLD SIZE	Free Meals (130%)					Reduced Price Meals (185%)				
	YEAR	MONTH	Twice per Month	Every Two Weeks	WEEK	YEAR	MONTH	Twice per Month	Every Two Weeks	WEEK
1	\$17,667	\$1,473	\$737	\$680	\$340	\$25,142	\$2,096	\$1,048	\$967	\$484
2	23,803	1,984	992	916	458	33,874	2,823	1,412	1,303	652
3	29,939	2,495	1,248	1,152	576	42,606	3,551	1,776	1,639	820
4	36,075	3,007	1,504	1,388	694	51,338	4,279	2,140	1,975	988
5	42,211	3,518	1,759	1,624	812	60,070	5,006	2,503	2,311	1,156
6	48,347	4,029	2,015	1,860	930	68,802	5,734	2,867	2,647	1,324
7	54,483	4,541	2,271	2,096	1,048	77,534	6,462	3,231	2,983	1,492
8	60,619	5,052	2,526	2,332	1,166	86,266	7,189	3,595	3,318	1,659
Each additional family member	+6,136	+512	+256	+236	+118	+8,732	+728	+364	+336	+168

## Calculating Household Income

- If there is **only one source of income** or if all sources are received in the same frequency, **no conversion is required**.
- If there are multiple income sources with more than one frequency, the LEA must annualize all income by multiplying:
  - Weekly income by 52;
  - Bi-weekly income (received every two weeks) by 26;
  - Semi-monthly income (received twice a month) by 24;
  - Monthly income by 12.
- Do not round the values resulting from each conversion.
- Add all of the un-rounded converted values and compare the un-rounded converted total to the appropriate IEG for annual income for the household size.
- Refer to pages 50-52 in the Eligibility Manual for School Meals (July 2017) for more information.

If a student is eligible for free meal benefits, the user fees or tuition for that student will be waived. If a student is eligible for reduced meal benefits, the user fees or tuition for that student will be reduced by 50%.

The Application for Free and Reduced-Price School Meals is available on the Reading Public Schools website along with instructions on how to complete the application. The form will be available for the 2022-2023 School year in early August. To apply for Financial Assistance for fees and tuition, parents/guardians will be required to complete the Application for Free and Reduced-Price School Meals and the Sharing Information with Other Programs forms.

Completed applications can be returned to the School Nutrition Department at RMHS, 62 Oakland Rd, Reading, MA 01867. The School Nutrition Department will review applications and determine eligibility. Qualifying students will be eligible for full or partial waivers. To save you time and effort, the information you provided on your Free and Reduced-Price School Meals Application may be shared with other programs for which your student may qualify. We must have your permission to share your information with other programs. Sending this form will not change whether your student receive free or reduced-price meals.

**Financial assistance is offered system wide and includes Transportation fees, Athletic and Extracurricular user fees, Kindergarten tuition, and RISE pre-school tuition. Please complete the Sharing Form on the backside of this letter to be considered for financial assistance for these additional programs.**

Extended Day fees and Sumer School tuitions are not included in the district Financial Assistance Program. Financial assistance for these programs can be obtained by applying for vouchers from the Child Care Circuit, a childcare resource, referral and training agency. For more information about income eligibility and the application process please visit their website at <http://www.childcarecircuit.org/default.html>.

**Reading Public Schools Sharing Form:  
Sharing Information with Other Fee-Based Programs**

Dear Caregiver:

To save you time and effort, the information you provided on your Free and Reduced-Price School Meals Application may be shared with other programs for which your student may qualify. We must have your permission to share your information. Sending this form will not change whether your student receive free or reduced-price meals.

Yes! I **DO** want school officials to share information from my Free and Reduced Price School Meals Application with **any program or activity that has a reduction in fees due to my eligibility.**

No! I **DO** not want school officials to share information from my Free and Reduced Price School Meals Application with **any program.**

If you checked yes, please fill out the form below to ensure that your information is shared for the child(ren) listed below.

Student's Name: _____	School: _____
Student's Name: _____	School: _____
Student's Name: _____	School: _____
Student's Name: _____	School: _____
Student's Name: _____	School: _____

Signature of Caregiver: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_