



Dear Parent/Guardian:

Our school is eligible to receive additional state and federal funds based on the number and/or percentage of students enrolled who reside in households that meet established federal income guidelines. These data are reported to the Minnesota Department of Education based on applications provided by each household. The *Alternate Application for Educational Benefits* and instructions on how to complete it are attached. A new application must be submitted each year. Your application also helps our school qualify for education funds and discounts.

Return your completed *Alternate Application for Educational Benefits* to:

**NORTHERN LIGHTS COMMUNITY SCHOOL
P.O. BOX 2829
WARBA, MN 55793**

Automatic Eligibility: Households with children participating in the Supplemental Nutrition Assistance Program (SNAP), Minnesota Family Investment Program (MFIP) or Food Distribution Program on Indian Reservations (FDPIR), and foster children automatically meet the federal income guidelines and do not need to report household income. Foster children who are the legal responsibility of a foster care agency or court are eligible for free meals regardless of household income.

Households that include non-U.S. citizens may be eligible to generate additional revenue for our school and should complete the *Alternate Application for Educational Benefits*.

Household Members: Include yourself and all other people living in the household, related or not (such as grandparents, other relatives or friends). Include a household member who is temporarily away, such as a college student.

Variable Income: List the amount that you normally get. If you normally get overtime, include it, but not if you get it only sometimes.

Information you provide on the form, and your child's income status will be protected as private data. See the back page of the *Alternate Application for Educational Benefits* for more information about how the information is used.

Verification: The information may be checked and we may also ask you to send written proof. If you have other questions or need help, call 218-492-4400 or toll free 877-246-6548.

Sincerely,

Becky McCauley, NLCS Business Manager