

Letter to Households in Schools/Districts Participating in  
**Community Eligibility Provision**

Dear Parent or Guardian:

We are pleased to inform you that \_\_\_\_\_

school(s)/district will be participating in the Community Eligibility Provision (CEP) to provide **free meals to all students during the 2023-2024 academic school year.**

All enrolled students of \_\_\_\_\_

implementing CEP are eligible to receive a healthy breakfast and lunch at school at **no cost** to your household each day of the 2023-2024 academic school year.

This letter is to inform you that your child(ren) will be able to participate in these meal programs without having to pay a fee or submit an application.

You may be asked to complete a Household Information Survey. Your participation is essential in order for us to provide the Department of Education with the information it needs to ensure our school/district will continue to receive critical state funding. Additional information and surveys can be found at the following link: <http://www.state.nj.us/education/finance/cep/>.

If you have any questions, please contact us at: \_\_\_\_\_

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In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotope, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/ad-3027.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in

sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. **mail:**  
U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410; or
2. **fax:**  
(833) 256-1665 or (202) 690-7442; or
3. **email:**  
[program.intake@usda.gov](mailto:program.intake@usda.gov)

This institution is an equal opportunity provider.