

School Nutrition Programs Checklist for Content of Online Application for Educational Benefits

Basic data and provisions required on all meal applications

- Names of all adult(s) and child(ren) in the household.
- Check-off box for sharing data with Minnesota health insurance programs. This question must be in opt-out format – the data may be shared unless the household checks the box.
- Race and ethnicity (may be eliminated if school already has a process in place to document race/ethnicity of students).
- Electronic signature of adult household member and required attesting statement.
- U.S. Department of Agriculture (USDA) nondiscrimination statement and procedure for filing a complaint.
- Use of Information Statement

Additional data required depending on type of meal application

Household income applications:

- Names of adult household members
- Incomes for each adult household member by source and frequency.
- Last four digits of signer's social security number and a check box to indicate that the signer does not have a social security number.

Case number applications:

- Case number (for any household member) for the Supplemental Nutrition Assistance Program (SNAP).
- Minnesota Family Investment Program (MFIP) or the Food Distribution Program on Indian Reservations (FDPIR).
- Minnesota-specific terms (i.e., MFIP) should be used instead of the federal term Temporary Assistance for Needy Families (TANF).

Other source categorical eligibility applications:

- A question or data field that indicates the child's status as one of the following:
 - Foster
 - Migrant
 - Runaway
 - Homeless Status