




## State of New Jersey

DEPARTMENT OF AGRICULTURE  
DIVISION OF FOOD AND NUTRITION  
PO BOX 334  
TRENTON NJ 08625-0334

PHILIP D. MURPHY  
*Governor*  
SHEILA Y. OLIVER  
*Lt. Governor*

DOUGLAS H. FISHER  
*Secretary*

To: Public and Non-Public School Food Authorities (SFAs) Participating in the School Nutrition Programs

From: Arleen Ramos-Szatmary, Coordinator   
School Nutrition Programs

Date: July 6, 2020

Subject: Determining Eligibility for Free and Reduced Price School Meals Webinar

The School Nutrition Programs unit will be conducting a webinar for school personnel responsible for determining School Year 2020-2021 free and reduced price school meal applications, categorical eligibility and direct certification. Participants will learn how to correctly certify a student's eligibility for free and reduced priced school meals and how to develop and maintain the master eligibility list. **New Determining Officials are strongly advised to participate in the webinar.**

The **webinar** will be held on **Thursday, August 6, 2020** from 10:00 a.m. to 12:00 p.m. To register, click on the following link: <https://attendee.gotowebinar.com/register/3441623535181578255>

After registering, you will receive a confirmation email containing information about joining the webinar. Once you join the live webinar, the webinar PowerPoint slides will be available to print by clicking on the Handouts icon in the dashboard of the webinar screen. The webinar will be recorded and available to view in SNEARS, under the "Training" link. The slides will also be posted after the webinar in SNEARS, under the "Resources" link and "Training Presentations" category.

The 2017 edition of the *USDA Eligibility Manual for School Meals* and all related forms are available at: [www.nj.gov/agriculture/applic/forms/#5](http://www.nj.gov/agriculture/applic/forms/#5).

Questions should be directed to program staff at 609-984-0693.