

ANNUAL INCOME GUIDELINES

Effective from July 1, 2011 to June 30, 2012

HOUSEHOLD SIZE	FREE	REDUCED
1	14,157	20,147
2	19,123	27,214
3	24,089	34,281
4	29,055	41,348
5	34,021	48,415
6	38,987	55,482
7	43,953	62,549
8	48,919	69,616
For each additional family member add	+4,966	+ 7,067

The above Income Guidelines must be used to determine Free and Reduced-price meal benefits based on income.

CONVERSIONS:	Pay Frequency	Spanish	Multiplier
	Annually	Annual	1
	Monthly	Mensual	12
	Twice Monthly	2Xmes	24
	Every 2 weeks (bi-weekly)	Cada 2 Semanas	26
	Weekly	Semanal	52

Correctly Formatted TANF/SNAP numbers must be used.

Families that report a TANF or SNAP number for any household member qualifies all children in the household to receive free meals.

Applications with invalid case numbers cannot be approved. Applications listing Link card numbers or those receiving medical benefits only cannot be automatically approved for free meals. Please use the guidance below when determining acceptable numbers.

- Case numbers must contain **10–13 digits** in the following format:
 - **XX-XXX-XX-XXX(XXX)**
- Case numbers starting with:
 - **04 or 06** means child is receiving TANF and they are eligible for free meals.
 - **08** means child is receiving SNAP and they are eligible for free meals
 - **91, 92, 93, 94, or 96 ALONG WITH a 22 as the 6th and 7th digits** means child is receiving medical benefits along with SNAP and based on the latter, is eligible for free meals
 - **91,92,93,94 or 96 ALONG WITH a 00 as the 6th and 7th digits** means child **MAY** be receiving SNAP and TANF in addition to medical benefits, however further information is needed – see *Exception* below.

Example: 91-226-22-F19876 qualifies for free meal benefits.

Example: 91-226-00-F19876 does not qualify for free meal benefits without additional documentation. See exception below.

Example: 98-226-22-F19876 does not qualify for free meal benefits

Exception: If a household submits a Household Eligibility Application with an invalid case number, the application must be denied. However if after the initial denial of the Household Eligibility Application an adult household member submits an official letter from an Illinois Department of Human Services office or case worker (other than the direct certification letter) which states a child is receiving SNAP and/or TANF cash benefits with a case number that does not follow the guidance provided, that child listed is eligible for free meals. The official letter should be attached to the original denied Household Eligibility Application and status changed to free. Only that child listed on the letter is eligible even if there are siblings in the same household.

The back sides of the medical cards which are issued monthly do contain case numbers; however, the case number must match the above series. Only persons with medical cards listing appropriate case numbers are automatically eligible; however, not all persons with a medical card are eligible.