



State of Arizona
Department of Education

Tom Horne
Superintendent of
Public Instruction

CN# 21-05

MEMORANDUM

To: School Health & Nutrition Program Sponsors

From: Mary Szafranski, Deputy Associate Superintendent
Arizona Department of Education, Health & Nutrition Unit

Holly Mueller, Program Director
Arizona Department of Education, School Health & Nutrition Programs

Date: October 22, 2004

RE: Guidance on Determining Categorical Eligibility for Free Lunches and Breakfasts
for Youth Served under the Runaway and Homeless Youth Act

As described in CN # 04-05, *Runaway, Homeless, and Migrant Youth, 2004 Reauthorization Act*, issued August 17, 2004, runaway youth served through grant programs established under the Runaway and Homeless youth Act (RHYA) are now categorically eligible for free meals in the National School Lunch and School Breakfast Programs. This memorandum is a follow up to the August 17, 2004, memorandum and provides background information on the operation of programs under the RHYA and eligibility guidance for schools and school districts.

Grant Programs under the RHYA

The **Family and Youth Services Bureau (FYSB)** is part of the Administration on Children, Youth and Families (ACF); of the Department of Health and Human Services. FYSB supports local communities in providing services and opportunities to young people, particularly runaway and homeless youth. FYSB does this by awarding funding that enables community agencies to offer services to young people and their families. FYSB promotes and supports youth through its three grant programs: Basic Center Program, Transitional Living Program and the Street Outreach Program. In Arizona, the agencies receiving grants under these three programs are referred to as **Runaway and Homeless Youth (RHY)** service providers.

The 2003 Reauthorization of the Runaway and Homeless Youth Program directed FYSB to coordinate with school district liaisons under the McKinney-Vento Homeless Assistance Act to assure that RHY are provided information about the educational services available to them and to ensure they receive support services guaranteed under the law. www.serve.org/nche/

Documenting Eligibility

The McKinney-Vento Homeless Assistance Act requires every LEA to designate a local liaison for homeless children and youth. The systems for coordination of information about RHY can vary depending on the relationship between the McKinney-Vento school district liaison and the RHY service provider. In many cases, the McKinney-Vento school district liaison is already working with youth receiving services under the RHY grant programs. In these cases, school districts will be notified of a child's status as a runaway through the existing liaison channels. In some cases, schools may receive information on a youth's participation in a RHY Program directly from the RHY service provider. **Documentation to substantiate free meal eligibility** must consist of the **youth's name**, or a **list of names**, **effective date(s)**, and the **signature of the McKinney-Vento school district liaison or the RHY service provider(s)**. This documentation is acceptable in lieu of a free and reduced price meal application.

In order to facilitate the service of free school meals for the youth in these programs, it is imperative that schools become familiar with their local RHY service providers and their McKinney-Vento school district liaison. There are currently seven RHY Grantees in the state of Arizona:

Family Counseling Agency 209 S. Tucson Blvd., Suite 1 Tucson, AZ 85716 phone: (520) 327-4583	Northland Family Help Center 320 North Leroux, Suite C Flagstaff, AZ 86001 phone: (928) 774-4503
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Open-Inn, Tucson 630 East 9th Street Tucson, AZ 85705 phone: (520) 670-9040	Open Inn Crossroads, Cochise Co. 630 East 9th Street Tucson, AZ 85705 phone: (520) 670-9040, ext.13
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Tumbleweed Center for Youth 1419 West 3rd Street #102 Phoenix, AZ 85004 phone: (602) 271-9904	Our Town Family Center 3830 E. Bellevue Tucson, AZ 85726 phone: (520) 323-1708
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WestCare Arizona, (Colorado River Region Youth Services) P.O. Box 20205 Bullhead City, AZ 86439 phone: (928) 763-1945
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If you have concerns or questions regarding this memo, please feel free to contact your assigned School Health & Nutrition Program Specialist.

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