



## Child Nutrition & Wellness

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### Temporary Approval of Applications for Child Nutrition Program Benefits

When a household reports zero income or a temporary reduction in income, eligibility must be determined based on the present rate of income rather than on regular income. Eligible children should receive temporary approval in the following types of economic situations:

- Zero income, for whatever reason (except foster children and institutionalized children)
- Temporary layoffs
- Strikes (voluntary work stoppages)
- Temporary disability

The time period for a temporary approval is not to exceed 60 days. A shorter time period may be approved if it is more appropriate for the household's circumstances.

**At the end of each temporary approval period**, school officials must re-evaluate the household's situation by contacting the household to determine if the household's circumstances have changed. At the end of the approval period:

- **If the household's situation remains the same and still appears to be temporary**, the sponsor should continue temporary approval and re-evaluate the situation at another interval (i.e. 60 days or less).
- **If the household's situation remains the same and appears likely to continue for the foreseeable future**, the sponsor should make the approval effective for the duration of the current school year and no further follow-up is necessary.
- **If the household's situation has changed**, the sponsor should request that the household (1) complete a new application or (2) update the information on the existing application and both initial and date the changes. The sponsor must implement the new eligibility status within three operating days.

Temporary approvals expire at the end of 60 days or the shorter approved time period. The sponsor is not required to notify the household ten days in advance of the expiration date.