

Letter to Households for Community Eligibility Provision (CEP) Breakfast and Lunch for All Students at No Charge School Year 2022-23

August 17, 2022

Dear Parent or Guardian:

Great news for you and your children! All students at the *University of Hartford Magnet School* will be enrolled in a program available to schools participating in the National School Lunch Program and School Breakfast Programs called the **Community Eligibility Provision (CEP)**. The program provides a healthy breakfast and lunch free to all enrolled students at **no cost** each day through the 2022-23 school year.

What do you have to do?

- ▶ You do not need to do anything.
- ▶ You do not have to pay any money or fill out any forms.
- ▶ Breakfast is served between 8:30 am. - 9:00 am, so please make sure your child arrives on time if they wish to participate in our breakfast program.

If you have any questions, please call our office at 860-240-6611 or 860-509-3793.

Sincerely,

Christopher Scoppetta

Food Services Program Coordinator, Operations Department

CREC (Capitol Region Education Council)

147 Charter Oak Avenue, Hartford, CT 06106

O: 860-509-3793 | F: 860-524-4001 Email: cscoppetta@crec.org / <http://www.crec.org/operations/food>

Nondiscrimination Statement: This explains what to do if you believe you have been treated unfairly.

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. **mail:** U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410; or
2. **fax:** (833) 256-1665 or (202) 690-7442; or
3. **email:** program.intake@usda.gov

This institution is an equal opportunity provider.