



## Eligibility for Severe Need Breakfast Instructions

- Lunch meals are calculated to see if the site is eligible for severe need breakfast.
- **Use the total lunch meals served data from the second prior year, not the total of students in each category.** Ex. School year is 2013-2014, use the data from the school year 2012-2013.
- Eligibility is by each serving site.
- Calculate meals from October through September, or July through June.
- To be eligible for severe need breakfast rate, a site has to have 40% or above free and reduced priced lunches served to students. A district can have some sites eligible for severe need rate and some at regular rate.
- To determine the percentage add the free and reduce meals together and then divide it by the total meals served. If the percentage is 39.9% you do not round up. That site will not be eligible for severe need breakfast.
- You can fax, email, or mail in a completed form. You can find the form online at

Example: Approved for Severe Need Breakfast

LA Name: AAA                      LA Number: 0000000                      Serving Sites: 2

Site Name: Happy School

Lunches served for the 2012-2013 school year

Free: 2,100                      Reduced: 1,526                      Paid: 4,356

Total: 7,982                      F&R Percent: 45.4%

Example: Not approved for Severe Need Breakfast. Do not round up.

Site Name: Unhappy School

Lunches served for the 2012-2013 school year

Free: 1,350                      Reduced: 1,526                      Paid: 4,356

Total: 7,232                      F&R Percent: 39.7%