***Use the following template language to communicate with families about the extension of universal free school meals for school year 2022-23. The red text is meant to be customized to fit the needs of your school district. Edit as you see fit for your community.***

TEMPLATE LETTER TO FAMILIES:

Date:

Dear Parents and Caregivers,

We want to update you with exciting news about universal free school meals. The Commonwealth of Massachusetts has decided to extend free school meals for all students through the 2022-2023 school year! This means that {breakfast} and lunch will continue to be served at no cost to all students.

**Please note that even though meals will be free for all, it is very important for families to still complete the household Application for Free and Reduced Price Meals for the 2022-2023 school year.** You can view and complete the application here: {link to meal application}. We strongly encourage ALL families to submit this form as it allows us to establish eligibility for P-EBT benefits, {waive XX (insert applicable details for your district regarding what fees are waived) fees for those who qualify}, and serve families most effectively.

In addition, please consider applying for SNAP, the federal nutrition program that provides eligible residents with monthly financial assistance to purchase groceries. More SNAP information can be found at [getting](https://gettingsnap.org/)snap.org or by calling Project Bread’s FoodSource Hotline at 1-800-645-8333.

The food and nutrition department at {District Name} thanks you for your patience awaiting this news! As always, we are grateful for the opportunity to provide nourishing and healthy meals to all {District Name} students so please reach out to us with any questions or concerns.

Best,

{School Nutrition Director or Administrator Name}

ROBOCALL/ROBOTEXT TEMPLATE:

Massachusetts has extended universal free school meals through the 22-23 school year! This means that {breakfast} and lunch will continue to be served at no cost to all students. Even though meals are free for all, it remains extremely important for all families to complete the household Application for Free and Reduced Price Meals for the 2022-23 school year so that our district can continue to establish eligibility for P-EBT benefits, {waive (insert applicable local fees) fees}, and serve families most effectively. {for text messages, insert link to application}