



Public Release for Special Milk Program

Prototype Instructions

Federal regulations (215.13a (e)) require that participating agencies annually make a public announcement of the availability of free milk to all attending children.

Please make the appropriate changes as applicable to reflect your program's operations. The public announcement must state that milk is available to all children in attendance without regard to race, color, or national origin, and include the procedure for filing a complaint.

The Special Milk Program Public Release does not have to be printed or broadcasted; however, it must be made available to the area from which its attendance is drawn.



Public Release for Special Milk Programs: Pricing with Free Option

The _____ announces its participation in the Special Milk Program, providing free milk for children served at the following sites:

The Special Milk Program is administered by the Colorado Department of Education Office of School Nutrition, reimbursement is provided from the U.S Department of Agriculture for each half pint of milk served to participating children. The goal of the Special Milk Program is to encourage the consumption of fluid milk by children, by providing financial assistance to any public or non-profit school, residential child care institutions, and camps that do not participate in any other Federal child nutrition meal service program.

The amount of reimbursement received by the Special Milk Program Sponsor is based upon the current USDA rate of reimbursement or the reported average cost per half pint, whichever is the lesser of the two.

The rate of reimbursement is established annually by the USDA. The current rate of reimbursement is \$0.2075 per half pint served to eligible children (effective July 1, 2017 through June 30, 2018). Milk served to children 18 years old and under may be claimed for reimbursement.

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, religious creed, disability, age, political beliefs, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter 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;
- (2) fax: (202) 690-7442; or
- (3) email: program.intake@usda.gov.

This institution is an equal opportunity provider.