**[School District/LEA Name]** **[Date]**

Nan **[Name]**:

Ilo **[Date First Notice Was Sent]**, emoj kar jilkinwaj juon leta – ‘Kom Aikuj Etale Ablikajon Eo Am’.

Kom ear kajjitok am uwaake leta eo mokta jen **[Date Response Was Requested]** nan loloorjak an ajiri eo (ro) nejum wonmaanlok in bok jiban in mona ko ejellok ak edik wonneir.

Kwojanin uwaak, im kwar jab letok melele eo ej kamool ke ajiri eo (ro) nejum emaron/remaron tobrak in boke jiban in mona ko ejellok ak edik wonneir.

Innem, lomnak ke kojella eo aliktata in, ijellokun ne kom naj ron jen kwe 10 raan jen raan eo an leta in, enaj bojrak jiban in mona ko ejellok ak edik wonneir nan ajiri eo (ro) nejum. Innem ajiri eo (ro) nejum enaj aikuj kollaiki aoleben wonnen mona ko kijen, jino jen **[Final Date To Receive Information]**. Kwomaron bar aikuj kanne peba nan jiban ko jabdewot ien iloan iio in jikuul eo im renaj kajjitok am lelok kamool kon an maron tobrak ilo ien eo.

Ne ewor jabdewot am kajjitok ak ne kwoj aikuj jabdewot jiban, jouj im kall ae **[Contact Person's Name]** ilo **[Phone Number]**. Ebar wor am maron nan juon ien ronjak eo ejellok kalijeklok elane kwojab erra kon jemlok eo ikijen am maron tobrak ak kon an bojrak jiban ko am. Ne kwonaj kajjitok juon ien ronjak mokta jen **[Date]**, ajiri eo (ro) nejum renaj wonmaanlok in boke mona ko ejellok ak edik wonneir mae ien ewor jemlok jen jejjetin ien ronjak eo. Kwomaron kajjitok juon ien ronjak ilo am kall ne ejab jeje nan: **[Name, Address, Phone number, or E-mail]**.

Ilo kautiej,

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****[Name of Signee]**

Kakien eo an kien eo elab ej kojejjet kutien Burokraam in Mona in Raelap ilo Aoleb Jikuul (Richard B. Russell National School Lunch Act) ej aikuji melele ko emoj kajjitok nan kamool an ajiri ro nejum maron tobrak nan mona ko ejellok ak edik wonneir. Ne kwojab lelok melele ak ne kwonaj lelok melele ko rejabikbik, emaron bojrak an ajiri eo nejum bok mona ko ejellok ak edik wonneir.

Ilo ad loor kakien ko an federal rej kejbarok maron ko an armij im U.S. Department of Agriculture (USDA), opij in emo an lelok mantin kalijeklok nan armij konke er riia, kalor in kilier, lal eo rekkar ejaak jene, elane kora ak emmaan (ekoba waween an juon kalikar ak makutkut einwot kora ak emmaan), utamwe, dettan iio, ak mantin ukot nana jen juon makutkut moktalok ikijen maron ko an armij iomwin kakien.

Melele ko kon burokraam eo remaron lewaj ilo kajin ko jet im ejab kajin Belle wot. Armij ro ewor aer utamwe im rej aikuj bok melele ilo waween ko jet nan aer maron bok melele kon burokraam eo (einwot, Braille, jeje kileb, teep in ronjak, American Sign Language), rej aikuj kebaak opij eo an state ak jukjukinbed ej bok eddoin lelok jiban in ne ejab Burokraam eo ej jiban an ro ewor aer utamwe maron bok melele im jerbal (Technology and Accessible Resources Give Employment Today, TARGET) an USDA ilo (202) 720-2600 (kenono im TTY) ne ejab kebaak USDA ilo Federal Relay Service ilo (800) 877-8339.

Nan bael juon abnono kon mantin kalijeklok ilo burokraam eo, Armij eo ej lelok Abnono aikuj kanne juon Peba AD-3027, Peba in Abnono kon Mantin Kalijeklok an USDA im kwomaron loe onlain ilo: <https://www.usda.gov/sites/default/files/documents/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf>, jen jabdewot opij an USDA, ilo am kall ae (866) 632-9992, ne ejab jeiki juon leta im atorej ae lok USDA. Leta in aikuj bed etan armij eo ej lelok abnono, atorej, nomba in talebon, im juon komelele ilo jeje kon mantin kalijeklok eo rej abnono kake ilo an bwe jonan melele ko kwoj lelok nan kojellaik Secretary in Rijiban eo ej bok eddoin Kakien ko rej Kejbarok Maron ko an Armij (Assistant Secretary for Civil Rights, ASCR) kon waween eo ear walok im raan eo ekkar walok bod eo ear kakkure maron ko an armij iomwin kakien. Peba AD-3027 eo emoj am kanne ne ejab leta eo aikuj etal nan USDA ilo:

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

 Opij in ej juon jikin jerbal eo ejellok mantin kalijeklok.