

NEWS MEDIA RELEASE

News Media Release for Non-School Special Milk Program Institutions (2024-2025)

Regulations require that agencies annually make available to the media a public release announcing the availability of free milk to all attending children (no separate charge is imposed) without regard to race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity, and the procedure for filing a complaint. It does not have to be printed or broadcast; you need only make it available. You may, of course, include additional information.

The _____ announces its participation in the Special Milk Program
(Sponsor's Name)

at the following sites:

(List separate Sites)

The Special Milk Program receives funding from the U.S. Department of Agriculture (USDA) and is administered by the Wisconsin Department of Public Instruction. The Program provides financial assistance to any public or non-profit tax-exempt agency providing non-residential child care, early education care, and/or school-age child care, as well as non-profit camps for children and homeless feeding sites. The purpose of the Special Milk Program is to encourage the consumption of milk by children receiving care and training in participating agencies. The type of milk served meet standards set by USDA.

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 \$0.27 per half pint served to eligible children (effective July 1, 2024, through June 30, 2025). Milk served to children under 19 years old may be claimed for reimbursement.

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/ad-3027.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.