### Alternative Food Programs Tool: Family Letter Template

*Use your district’s official letterhead*

[Date]

Dear [District Name] Families,

The [District Name] [Department Name] participates in the [program name]. This means that [program details, such as: *The Fresh Fruit and Vegetable Program provides students with the opportunity to expand and increase the variety of fruits and vegetables they experience and consume. The After School Snack Program is designed to fill the afternoon hunger gap by providing a nutritious snack to students enrolled in after school activities.*].

This program is [cost] to [specify which students]. [Additional program details: timing, location, types of food].

Talk to your students about our program and ask them how they are enjoying [program details].

Please contact me with any questions at [work phone number] or email me at [work email address].

Sincerely,

[Your Name]

[Your Title]

[District Name]