Step 6. Complete the Verification Process (FRAM)

Last Modified on 10/21/2026 9:19 am CDT

Tool Search: Verification

The district must complete its verification process by the federal deadline of November 15th.

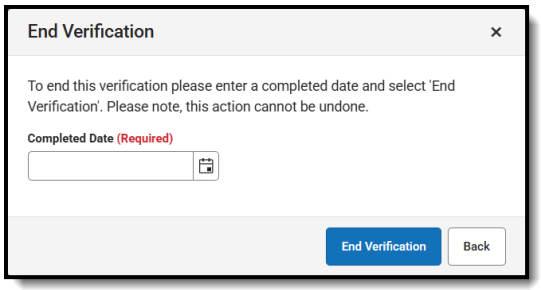
The FRAM Verification tool helps districts complete the required yearly process of verifying a percentage of approved free/reduced applications. Applications with the status **No Response** should NOT be verified.

When the verification process is officially ended through the following steps, existing household eligibilities are updated and ended.

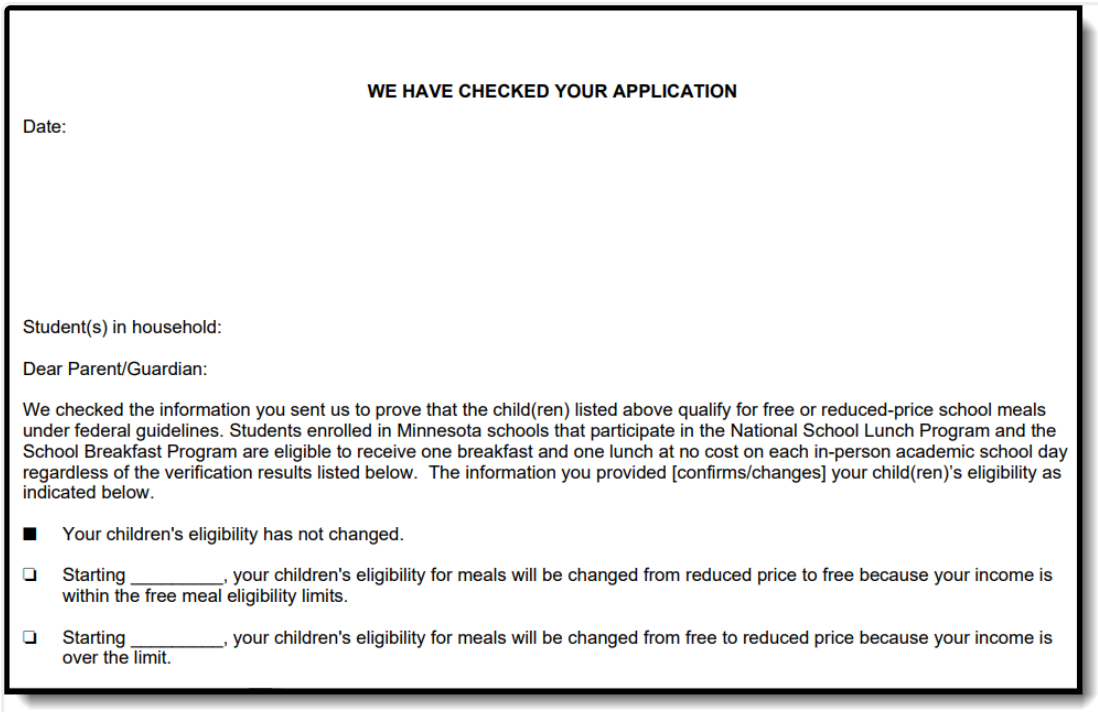
Once verification is completed through End Verification, existing eligibilities will be given 10 days (including the current date) before new student eligibility statuses become effective.

All pending applications are updated to a value of **No Response** and their Eligibility Eff Date will be the 11th day. A **Paid** eligibility record will NOT be created for these students. Their status will automatically be **Paid** and they will be required to pay full price for meals starting on that date.

1. Click the **End Verification** button.
2. Enter a Verification Completed Date.



3. Click **End Verification**.
   Result
   A Post Notice letter is generated for each application included in the verification sample, indicating the final outcome of a household's eligibility for meal benefits. This letter can be viewed by clicking the Verification's View button, clicking View Verified, then clicking Print Post Notice. The default Post-Notice letter template is used unless you created and designated a custom template in the FRAM Communication tool. The eligibility effective date on the letter is nine days after the verification date. The Process Date on the letter is the current date.



WE HAVE CHECKED YOUR APPLICATION

Date:

Student(s) in household:

Dear Parent/Guardian:

We checked the information you sent us to prove that the child(ren) listed above qualify for free or reduced-price school meals under federal guidelines. Students enrolled in Minnesota schools that participate in the National School Lunch Program and the School Breakfast Program are eligible to receive one breakfast and one lunch at no cost on each in-person academic school day regardless of the verification results listed below. The information you provided [confirms/changes] your child(ren)'s eligibility as indicated below.

■ Your children's eligibility has not changed.

❑ Starting _____, your children's eligibility for meals will be changed from reduced price to free because your income is within the free meal eligibility limits.

❑ Starting _____, your children's eligibility for meals will be changed from free to reduced price because your income is over the limit.

Sample Post Notice Letter