



# Residential Child Care Institution (RCCI) Exemption Form

Upon approval, the RCCI exemption form allows one meal pattern when the age/grade group being served spans more than one age/grade group being served.

Contact Information	
Name of RCCI	
Director or CEO name	
Street Address	
City, State, Zip Code	
Work Phone	
Email Address	

I certify this is a RCCI that (check all that apply):

- Consists of more than one age/grade group  
**AND**
- Has legitimate safety concerns related to offering meals with varying amounts of food within the same meal period  
**AND**
- Has operational limitations to separating age/grade groups

\_\_\_\_\_  
Signature of Director or CEO

\_\_\_\_\_  
Date

\_\_\_\_\_  
Approved State Director

\_\_\_\_\_  
Date

**Please complete this form, sign, and electronically submit to the State Director of School Nutrition at [School.Nutrition@tn.gov](mailto:School.Nutrition@tn.gov).**

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, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

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To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: <https://www.usda.gov/oascr/how-to-file-a-program-discrimination-complaint>, 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](mailto:program.intake@usda.gov).

This institution is an equal opportunity provider.