

# Community Eligibility Provision Webinar

**Wendy Barkley, RD**  
**Supervisor, School Nutrition Programs**  
**OSPI Child Nutrition Services**



# Community Eligibility Provision Webinar

- ✓ Introduction to the Community Eligibility Provision
- ✓ Provide formulas for figuring CEP calculations
- ✓ Provide tips to:
  - evaluate if CEP is best for your district/schools
  - identify factors to consider in preparing for implementation of CEP

# Community Eligibility Resources



State of Washington

Office of  
Superintendent of Public Instruction

OSPI

[Home](#) | [Certification](#) | [Offices & Programs](#) | [Learning & Teaching](#) | [Assessment](#) | [Finance & iGrants](#) | [Research & Reports](#)

## Child Nutrition

[WINS](#)

[Reports](#)

[Grants](#)

## Programs

[National School Lunch  
& Breakfast Program](#)

[Child & Adult Care  
Food Program](#)

[Summer Food Service  
Program](#)

[Special Milk Program](#)

[Food Distribution](#)

[Fresh Fruit and  
Vegetable Program](#)

[Claims, Fiscal  
Information and  
Resources](#)

[Food Service  
Management  
Companies](#)

## Child Nutrition

### Community Eligibility Provision (CEP) and Provision 2

The Community Eligibility Provision (CEP) and Provision 2 provide an alternative approach for offering school meals at sch

[CEP Washington State Participating Schools 2016-17](#)

[Provision 2 Washington State Participating Schools 2016-17](#)

#### Community Eligibility

- [Carryover and Transfer for Students from Provision Schools Reference Sheet](#)
- [CEP Planning and Implementation Guidance](#)
- [Community Eligibility Provision Reference Sheet](#)
- [Community Eligibility Provision - Eligible LEA and School Report for SY 16-17](#)
- [CEP Application Workbook SY2016-17](#)
- [CEP Agreement SY2016-17](#)

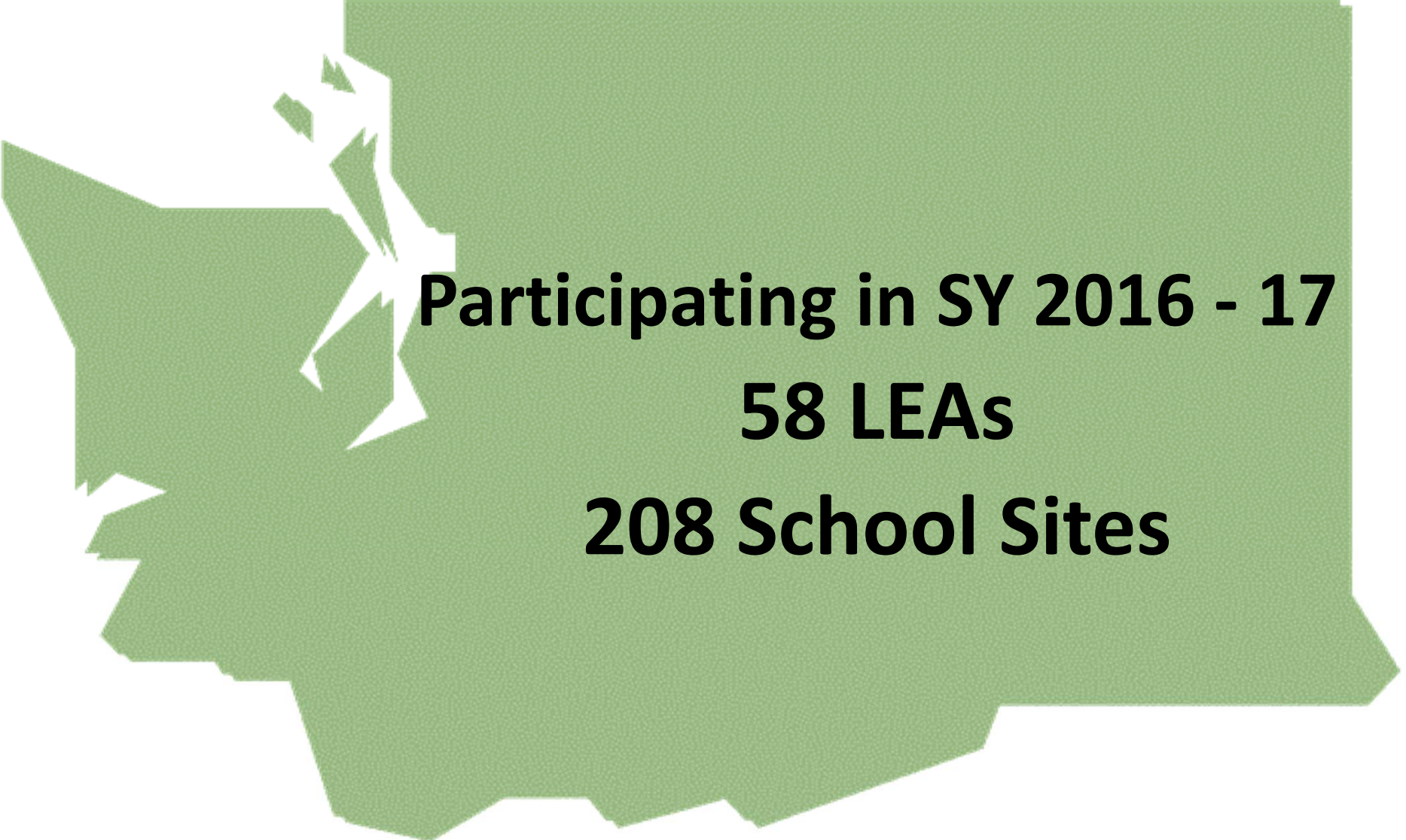
#### Provision 2

- [Carryover and Transfer for Students from Provision Schools Reference Sheet](#)
- [Provision 2 Reference Sheet](#)
- [Provision 2 Guidance - USDA](#)

#### Tools for Participating Schools

- [2016-17 Family Income Survey](#)
- [2016-17 Family Income Survey \(Spanish\)](#)
- [Family Income Survey Instructions and Best Practices](#)
- [Template 1 Letter to Households in CEP Schools](#)
- [Template 1 Letter to Households in Provision 2 Schools](#)
- [Template 2 Letter to Households in CEP Schools](#)

# Who is participating in “Community Eligibility Provision”?



**Participating in SY 2016 - 17**  
**58 LEAs**  
**208 School Sites**

# What is “Community Eligibility Provision”?

Community Eligibility Provision (CEP) provides an alternative to household applications for free and reduced price meals.

All students in CEP schools are offered meals at no charge.

# Who can participate in the “Community Eligibility Provision”?

✓ School districts, groups of schools and individual schools may participate

✓ Available in Districts where **at least** one of the schools in the district has  $\geq 40\%$  Identified Student percentage.

# CEP Terminology

**Identified Students:** Students **Directly Certified** for school meals at no cost

- Assistance Program Household (Basic Food, TANF, FDPIR)
- Other Source Categorical Eligible Students (Foster Care, Homeless, Migrant, Head Start or Even Start)

---

**Enrolled Students:** Students who are enrolled in and attending school and have access to at least one meal service daily.

# “Identified Student Percentage”

$$\text{Identified Student \%} = \frac{\text{\# of Identified Students}}{\text{Total \# of enrolled students with access to NSLP/SBP}} \times 100$$



# “Identified Student Percentage”

Example: Han Solo High School

$$\text{Identified Student \%} = \frac{165}{425} = 38.82\%$$

# “Identified Student Percentage”

Example: Jedi-Sith School District

$$\text{Identified Student \%} = \frac{780}{1340} = 58.21\%$$

# “Identified Student Percentage”

The identified student percentage AND may be determined by:

- ✓ **An individual participating school**

  - Individual school with 40% or more Identified Students

- ✓ **A group of participating schools in the LEA**

  - Districts may choose to group schools any way they wish and calculate the free claiming percentage for the group of schools as a whole

  - There is no limit to the number of groups

  - Within the same district, some schools can participate individually and some can participate as a group

- ✓ **Entire LEA if all schools participate**

  - All school in the district participate as a single group with the same free claiming percentage as long as it is 40% or higher

# “Identified Student Percentage”

	Enrolled	Identified	Identified Student %
<b>Jedi-Sith School District</b>	1340	780	<b>58.21%</b>
<b>Luke Skywalker Elementary</b>	260	190	<b>73.08%</b>
<b>Leia Organa Elementary</b>	240	145	<b>60.42%</b>
<b>Darth Vader Middle School</b>	415	320	<b>57.74%</b>
<b>Han Solo High School</b>	425	165	<b>38.82%</b>

# “Identified Student Percentage”

- ✓ Identified students are only those Directly Certified
- ✓ Students who are categorically eligible based on a case number submitted through a free and reduced price application are NOT included
- ✓ LEAs may elect the CEP for all schools in the district, a group of schools in the district or individual schools in the district
- ✓ Current Provision schools are eligible to participate in CEP

# Changes to the “Identified Student Percentage”

**A new identified student percentage may be established each year**

- ✓ During the 2<sup>nd</sup>, 3<sup>rd</sup>, and 4<sup>th</sup> years, the LEA/school may select the higher of the identified student percentages from:
  - the year directly prior; OR
  - the year prior to the first year of operating CEP

# Changes to the “Identified Student Percentage”

**A new identified student percentage may be established each year**

- ✓ You can add schools
- ✓ You can re-configure groupings

# Reimbursement under CEP

USDA “Multiplier”

Identified

Student x 1.6 = Reimbursed at Free Rate  
%

Remainder reimbursed at Paid Rate

\* Any meal costs in excess of the total Federal reimbursement must be covered through non-Federal sources.



# Reimbursement - Example

	Enrolled	Identified	Identified Student %
Jedi-Sith School District	1340	780	<b>58.21%</b>
Luke Skywalker Elementary	260	190	<b>73.08%</b>
Leia Organa Elementary	240	145	<b>60.42%</b>
Darth Vader Middle School	415	320	<b>77.11%</b>
Han Solo High School	425	165	<b>38.82%</b>

**58.21% x 1.6 =**

**92.38%**

Reimbursed at Free rate

**7.62%** Remainder reimbursed at Paid Rate

# Reimbursement - Example

**92% Reimbursed at Free rate**

**8% Remainder reimbursed at Paid  
Rate**

**1000 student meals**

**920 reimbursed at the "Free" Rate**

**80 Reimbursed at the "Paid" Rate**

# Reimbursement Details

## Reimbursement Rates

July 1, 2016 - June 30, 2017

	Free	Reduced	Paid
Breakfast	\$1.71	\$1.41	\$0.29
Severe Need Breakfast	\$2.04	\$1.74	\$0.29
Lunch (less than 60%)	\$3.16	\$2.76	\$0.30
Lunch (60% or more)	\$3.18	\$2.78	\$0.32
Performance Based Reimbursement	\$0.06	\$0.06	\$0.06
Snack	\$0.86	\$0.43	\$0.07

## State Match

July 1, 2016 - June 30, 2017

	Free	Reduced	Paid
State Match for Free and Reduced Price Breakfast Meals*	\$0.17	\$0.17	

# Reimbursement Details

✓ **The current USDA multiplier is 1.6**

- FNS is permitted to change the multiplier to a number between 1.3 and 1.6
- SY 2015-16 multiplier will be 1.6

✓ **Any meal costs in excess of the total Federal reimbursement must be covered through non-Federal sources**

- State revenue matching funds
- Revenue from a la carte sales
- In-kind contribution funds from outside sources

# Reimbursement Details

≥ **62.5%** Identified Student Percentage will  
= 100% reimbursed at the “free” rate

**USDA Community Eligibility Provision  
Reimbursement Estimator** can help you in  
evaluating your potential reimbursement  
under CEP and evaluating different  
grouping scenarios

# Reimbursement Details



State of Washington

OSPI  
Office of  
Superintendent of Public Instruction

[Home](#) | [Certification](#) | [Offices & Programs](#) | [Learning & Teaching](#) | [Assessment](#) | [Finance & iGrants](#) | [Research & Reports](#)

## Child Nutrition

### Child Nutrition

[WINS](#)

[Reports](#)

[Grants](#)

### Programs

[National School Lunch  
& Breakfast Program](#)

[Child & Adult Care  
Food Program](#)

[Summer Food Service  
Program](#)

[Special Milk Program](#)

[Food Distribution](#)

[Fresh Fruit and  
Vegetable Program](#)

[Claims, Fiscal  
Information and  
Resources](#)

[Food Service  
Management  
Companies](#)

## Community Eligibility Provision (CEP) and Provision 2

The Community Eligibility Provision (CEP) and Provision 2 provide an alternative approach for offering school meals at

[CEP Washington State Participating Schools 2016-17](#)

[Provision 2 Washington State Participating Schools 2016-17](#)

### Community Eligibility

## Resources

- [Community Eligibility Provision Fact Sheet](#)
- [Department of Education Guidance on Community Eligibility Provis](#)
- [Evaluating and Preparing for Community Eligibility Provision](#)
- [E-rate Guidance from the Federal Communications Commission](#)
- [OSPI Memo M016-15: Title 1 and State Education Program Fundin](#)
- [USDA Community Eligibility Provision web page](#)
- [USDA Community Eligibility Reimbursement Estimator](#)
- [Template 1 Letter to Households in CEP Schools](#)
- [Template 1 Letter to Households in Provision 2 Schools](#)
- [Template 2 Letter to Households in CEP Schools](#)

# Benefits of the Community Eligibility Provision

- ✓ All students receive meals at NO Charge
- ✓ Increase in participation
- ✓ Reduced paperwork (families and schools)
- ✓ Reduced chance of overt identification
- ✓ No verification!
- ✓ No base year (compared to other Provisions)
- ✓ Meal service can be streamlined by no longer collecting payments, collecting on charges, etc.
- ✓ Easier to implement alternative meal service

# Community Eligibility Provision – when it might NOT be the best fit

- ✓ Low Identified Student Percentage
- ✓ High population of students not directly certified
- ✓ High population of students qualified through free and reduced price applications



# Absence of Individual Application data

- ✓ Area Eligibility can use:
  - Identified Student Percentage x 1.6
- ✓ Fresh Fruit and Vegetable Program
- ✓ Other recipients of Student Income Data:
  - Title 1
  - E-rate
  - State and local funding

# Absence of Individual Application data

## Area Eligibility

- Area Eligible Afterschool Snack Program
- CACFP At Risk Afterschool Meal Program
- Fresh Fruit and Vegetable Program
- Summer Meal Programs

Identified Student Percentage x 1.6 multiplier

**!maintain site level identified student percentage!**

# Absence of Individual Application data

## State and Federal Education Programs

- Learning Assessment Program (LAP)
- K-3 High Poverty Class Size
- National Board Certified Teacher Challenging School Bonuses
- E-Rate
- Title 1 Programs

OSPI Memo M016-15: Title 1 and State Education Program Funding

# Absence of Individual Application data

## Family Income Survey

### Family Income Survey 2016–17

Dear Parent/Guardian:

Schools receive certain federal and state funding (learning assistance programs, teacher incentives, etc.) based on the number of children from households that are at or below the federal poverty level. This Family Income Survey provides your child's school a way to collect household income information. This information makes sure your child's school receives the full amount of federal and state funding and makes sure your child receives services they are entitled to when free/reduced price applications are not collected.

It is important that you complete this survey. Please complete and return this form to [insert location or address] within [insert date].

**Part 1. ELIGIBILITY:** Figure out your total household income. Then look at the income chart below. Find your household size. If your total household income is equal to or less than the amount listed for your household size, check the box.

Income Chart  
Effective from July 1, 2016 through June 30, 2017]

Check box that applies	Household Size	How Often Payment is Received				
		Annual	Monthly	Twice Per Month	Every Two Weeks	Weekly
<input type="checkbox"/>	1	\$ 21,978	\$ 1,832	\$ 916	\$ 848	\$ 423
<input type="checkbox"/>	2	29,637	2,470	1,235	1,140	570
<input type="checkbox"/>	3	37,296	3,108	1,554	1,435	718
<input type="checkbox"/>	4	44,955	3,747	1,874	1,730	865
<input type="checkbox"/>	5	52,614	4,385	2,193	2,024	1,012
<input type="checkbox"/>	6	60,273	5,023	2,512	2,319	1,160
<input type="checkbox"/>	7	67,951	5,663	2,832	2,614	1,307
<input type="checkbox"/>	8	75,647	6,304	3,152	2,910	1,455
<input type="checkbox"/>	9	83,343	6,948	3,473	3,208	1,603

# What's next?

## OSPI CN School Nutrition Programs Reference Sheets

### Community Eligibility Provision (CEP)

Section 104a of the Healthy, Hunger-Free Kids Act provides an alternative to household applications for free and reduced price meals. Community Eligibility Provision allows schools with high numbers of low-income children to serve free breakfast and lunch to all students without collecting school meal applications. This potentially increases participation in school meal programs and decreases school food service administration costs.

#### Requirements:

- ✓ Community Eligibility
- ✓ LEAs or schools must 40% (based on data implementing CEP)
- ✓ Identified Student Pe

Identified Student %

Identified Student documentation (Assistance pro FDPPIR or other foster children)

Enrolled Student

### Evaluating and Preparing for the Community Eligibility Provision

- **Review systems to ensure identification and capture all Directly Certified Students in a timely manner**
  - Frequency of Direct Certification system download
  - Frequency of data upload into CEDARS
  - Coordination with Homeless liaison, migrant administrator, Head Start staff
- **Run your numbers through the USDA Community Eligibility Provision Reimbursement Estimator**
  - Link to calculator
  - Evaluate grouping of schools, vs district wide, vs individual school participation
- **Discuss with Administration / Title 1 staff absence of individual income**

# What's next?

## Timeline

April 1: Identified Students

June 30: CEP Application Deadline

# Community Eligibility Provision Webinar

Questions?

