



FOOD AND NUTRITION SERVICES

Jill Rehagen, Accounting Analyst

Missouri Department
of Elementary and Secondary Education

Community Eligibility Provision (CEP)

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- ❑ Available nationwide July 1, 2014
- ❑ LEAs or schools electing CEP must offer free lunches and breakfasts to all enrolled students for a cycle of 4 years
- ❑ No collection of free and reduced price application
- ❑ Meal costs in excess of the total Federal reimbursement must be covered by non-Federal sources
- ❑ Residential Child Care Institutions may not participate



CEP – eligibility criteria

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- LEA or school must have an Identified Student Percentage (ISP) of at least 40% as of April 1st of the school year prior to implementation.
- $ISP = (\text{Identified students} \div \text{enrollment})$



Definition: Identified Student

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- Students certified for free meals without an application (not subject to verification)
- Includes students directly certified through SNAP, TANF, FDPIR, and homeless on the liaison list, income-eligible Head Start, pre-K Even Start, migrant, runaways, non-applicants approved by local officials, and foster children certified through means other than an application.



Identified Student Percentage

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of Identified Students

**Total # of enrolled
students with access to
NSLP/SBP**

x 100

=

**Identified
Student %**



CEP Claiming Percentages

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- Identified student percentage is multiplied by a factor of 1.6 to determine the % of meals reimbursed in the free category
- The remaining % of total meals is reimbursed at the paid rate.
- Any remaining meal costs in excess of the total Federal reimbursement must be covered with non-federal sources



CEP

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- 50 identified students ÷ 100 enrolled students
= 50% (identified student percentage)
- 50% x 1.6 = 80% (free claiming percentage)
- 100% - 80% = 20% (paid claiming percentage)

If served 1500 meals in one month

1500 x 80% = 1200 free meals

1500 x 20% = 300 paid meals



Identified Student Determinations

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- By individual schools
- A group of schools
- Entire LEA



Preliminary LEA-Wide Data

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- From Verification Report -(Identified students)
 - 3-2 Students directly certified through SNAP
 - Also include extended categorical eligibility students
 - 3-3 Students directly certified through other programs
 - TANF, FDPIR (also extended categorical eligible students), those documented as homeless, migrant, runaway, foster, Head Start, Pre-K Evan Start, or non-applicant approved by LEA.

(As of the last operating day in October)





Community Eligibility Provision (CEP) - Building Eligibility For School Year: **XXXX-XXXX**

000-000
ABC School District
School Address

General Information

Reporting Date: April 01, XXXX
Due Date: May 15, XXXX

Instructions

The Community Eligibility Provision (CEP) for the National School Lunch Program (NSLP) provides an alternative to household applications for free and reduced price meals for economically disadvantaged students in local educational agencies (LEAs) and schools. Buildings that elect this option agree to serve all students free lunches and breakfasts for four (4) successive school years and claim the meals based on a percentage of **Identified Students** multiplied by a **USDA-defined multiplier factor**.

Buildings which have an Identified Student Percentage (ISP) of 40% or greater are eligible for this option. Buildings which have an Identified Student Percentage (ISP) between 30.00% - 39.99% are **potentially eligible**.

Enter each Building's Number of Identified Students and Enrollment as of the Reporting Date.

Bldg Number	Building Name	Nbr of Identified Students	Enrollment	ISP	Eligible?	Potentially Eligible?
4020	Elementary School	<input type="text" value="0"/>	<input type="text" value="0"/>	0.00 %		
3000	Middle School	<input type="text" value="0"/>	<input type="text" value="0"/>	0.00 %		
1050	High School	<input type="text" value="0"/>	<input type="text" value="0"/>	0.00 %		
LEA Totals		0	0	0.00 %		

Total Sites: 3



Notification Timeline

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- April 15th - Obtain school level information
 - Eligible – 40% and above
 - Near eligible - greater than 30% but less than 40%
- May 1st – Publish list of LEAs and schools on DESE, FNS website
- May 1st – Provide list of LEAs and schools to USDA, FNS for publication on their website



Deadline

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- August 31
- Complete the required information on Web Application



Updating the Claiming Percentage

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- A new identified student percentage may be established each year (do not need to use unless higher than previously established %)



New Cycle

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- To begin a new 4 year cycle, must establish a new Identified Student Percentage as of April 1 of the fourth year
- If in year 4, the Identified Student Percentage is less than 40%, but more than 30%, may elect for an additional grace year.



Benefits of Implementing CEP

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- Serve free lunches and breakfasts to all students
- Reduced paper work for households and school food service because no household applications are collected and processed
- No Verification of applications
- Reduced chance of overt identification and stigma



CEP Web Page

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CEP SY 2015-2016

- Participating LEAs and Sites
 - *(Coming Soon)*
- Eligible and Near Eligible LEAs and Sites
 - **LEAs - Annual Notification** 
 - **LEAs by site - Annual Notification** 

CEP SY 2014-2015

- Participating LEAs and Sites
 - **LEAs Electing CEP** 
 - **Participation with Identified Student Percentages by site** 
- Eligible and Near Eligible LEAs and Sites
 - **LEAs - Annual Notification** 
 - **LEAs by site - Annual Notification** 

Overview

CEP Application Process  (Web Instructions)

CEP Site List Instructions 

- **SP-38-2015** : Mid-Year Elections under the Community Eligibility Provision in School Year 2015-16
- **SP-25-2015:**  Extension of the Deadline for Local Education Agencies to Elect the Community Eligibility Provision for School Year 2015-16
- **Community Eligibility Provision: Guidance and Updated Q&As - USDA Memo SP 45-2015** 
- **Community Eligibility Provision: Guidance and Q&As - USDA Memo SP-16-2015** 
- **Joint CEP Letter** 
- **CEP Presentation** 



100% Free Claiming

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The Identified Student Percentage to claim all meals at the free rate must be 62.5%.

$$(62.5 \times 1.6 = 100\%)$$



Updated Q & A's

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- **How often are CEP LEAs required to run direct certification?**
 - Though not required, it is beneficial for the LEA, the students, and the State if all LEAs, including CEP sites, conduct direct certification annually as of April 1.



Updated Q & A's

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- **How will area eligibility percentages be determined for CEP schools?**
 - The product of the ISP multiplied by 1.6 will be used for area eligibility purposes. **If the result is equal to or greater than 50 percent, meal sites located in the attendance area of the school are area eligible.** Schools in LEAs electing CEP for the entire LEA or as part of a group of schools electing CEP with a shared ISP must still use the individual school CEP percentage. These percentages will be used for determining area eligibility in the Summer Food Service Program, Seamless Summer, Child and Adult Care Food Program (CACFP) at-risk afterschool snacks, CACFP tiering, and afterschool snacks through the NSLP.



Updated Q & A's

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- **When does the ISP have to be drawn in relation to April 1st?**
 - The law states that the ISP must be established using the number of identified students and total students enrolled with access to the NSLP or SBP as of April 1st of the prior year. The ISP must therefore be representative of the identified students and the student enrollment on April 1. **If more recent data better reflects the number of identified students and/or enrollment in an LEA/school, FNS may grant authorization to use direct certification data from a different date (i.e., not as of April 1) to determine an ISP.**



Updated Q & A's

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- **If a school is participating in CEP and there is a change to the student population (e.g., grades removed/added, CEP and non-CEP schools merge), is the school required to re-calculate the ISP and re-start the four-year cycle? Or can they continue with the existing four-year cycle and adjust the ISP each year as needed?**
 - When a school district, group of schools, or school population changes the LEA must re-calculate the ISP. If eligible with the new ISP, the LEA starts a new four-year cycle with the new ISP. **However, if students are simply reorganized among schools within a CEP group (e.g., a grade moves from one CEP school to another and both schools are in the same CEP grouping), the ISP does not need to be recalculated. In this example, the group's total identified student and total enrollment numbers are unchanged.**



Updated Q & A's

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□ Will the 1.6 multiplier change?

■ The 1.6 multiplier will be in effect for SY 2015-2016.

The Healthy, Hunger-Free Kids Act provides discretion for FNS to change the multiplier to a number between 1.3 and 1.6. If the multiplier is changed in the future, schools electing CEP will keep the same multiplier for their entire four-year cycle and do not have to implement changes to the multiplier until their next cycle if CEP is elected again. Any future change to the multiplier would also be communicated well in advance of implementation, through the *Federal Register*.



Contact Us

Missouri Department of Elementary and Secondary Education
Food and Nutrition Services
P. O. Box 480
Jefferson City, MO 65102-0480

Telephone: (573) 751-3526

Web: <http://dese.mo.gov/financial-admin-services/food-nutrition-services>

Email: foodandnutritionservices@dese.mo.gov