



MISSOURI DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION  
 DIVISION OF FINANCIAL AND ADMINISTRATIVE SERVICES – FOOD AND NUTRITION SERVICES

**COMMUNITY ELIGIBILITY PROVISION (CEP) POLICY STATEMENT**

Local Education Agency Name (LEA)	Agreement Number
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**DIRECTIONS:**

Email the completed form to: Food and Nutrition Services Section at [foodandnutritionservices@dese.mo.gov](mailto:foodandnutritionservices@dese.mo.gov)

All LEAs electing to participate in CEP must amend its Free and Reduced Price Policy Statement, specified in 245.10, for all schools listed as participating in the provision. The signature of the Authorized Representative shall certify that the school(s) meet the criteria for participating in CEP and acknowledges the risks associated.

The Identified Student Percentage\* (ISP) will be validated during the enrollment period. All supporting documentation MUST be kept on-site. **In addition to this form, the LEA will need to complete the application packet and submit the ISP raw-data to DESE-FNS no later than June 30 prior to the school year beginning July 1. Completion and approval of ALL documents is a requirement to implement CEP.**

Questions regarding this form contact (573) 751-3526 or [foodandnutritionservices@dese.mo.gov](mailto:foodandnutritionservices@dese.mo.gov)

School Building Name	Initial Year (Month/Year)	Number of Identified Students (as of April 1)	Number of Students Enrolled (as of April 1)	Number of Years Cycle Is Expected to Remain In Effect	Year Provision Must Be Reconsidered (school year)	Data Year Used to Support Reconsideration

ISP (AS OF APRIL 1, ____)	<b>DISTRICT-WIDE IMPLEMENTATION</b> <input type="checkbox"/> YES <input type="checkbox"/> NO
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AUTHORIZED REPRESENTATIVE SIGNATURE	DATE
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\*The ISP is established using the number of identified students and total students enrolled as of the April 1 of the school year prior to implementing CEP. The identified students are the number of students who are directly certified for free school meals **without an application** and are not subject to verification. This includes students who are directly certified through SNAP (Supplemental Nutrition Assistance Program), TANF (Temporary Assistance for Needy Families), FDPIR (Food Distribution Program on Indian Reservations), as well as, homeless students on the liaison list, Head Start, pre-K Even Start, migrant youth, runaways, foster children certified through means other than an application.

Continue CEP for a grace year (1 year outside of the 4 year cycle) if ISP falls within 30-40 percent.