

Procedures to Commit to Participation in Community Eligibility Provision (CEP)

Local Education Agencies (LEAs) that plan to participate in the CEP for School Year (SY) 2015-2016 **MUST** complete the application process by **August 31, 2015**. Your commitment to participate is part of the 2015-2016 Application Packet and is available via the School Nutrition Programs (SNP) Web Application. Your application packet for SY 2015-2016 must be completed in its entirety and must include CEP information. Provided below are screen shots of the CEP required information.

1. 2015-2016 SNP LEA Application

Question 36 – Check “Other” and indicate “CEP” as the description.

36. What documentation is used to qualify day students for free and reduced price meals?
(Check all that apply.)

N/A (residential only)
 Free and Reduced Price Application
 Direct Certification
 Homeless Liaison
 None (all day students claimed at paid rate)
 Other

If Other, please describe:

CEP

Question 37 - Click “Yes” to participate in CEP.

37. Will any of your buildings be participating in the Community Eligibility Provision (CEP) for the National School Lunch Program? Yes No

2. 2015-2016 SNP Building Application

Select “Non-Pricing – CEP” for each individual CEP building.

Pricing Information

8. **PRICING:** Insert prices charged for each program in which this building will participate (e.g. if the full price for lunch is \$2.00, insert \$2.00 under NSLP and in the column next to Paid).

NON-PRICING: Select if students will not be charged for meals.

REDUCED CHARGE WAIVED: Only paid students and adults are charged for meals.

NOTE: The maximum charge for reduced-price meals is \$0.40 for lunch, \$0.30 for breakfast, and \$0.15 cents for snacks.

Meal Type	Pricing Information	Paid Price	Reduced Price	Adult Price
National School Lunch Program (NSLP)	Pricing	1.35	0.40	2.50
School Breakfast Program (SBP)	Pricing			2.25
Afterschool Snack Program (ASP)	Non-Pricing - CEP			1.00

3. Community Eligibility Provision (CEP) Schedule

If participating in CEP, the Community Eligibility Provision Schedule must be completed. This item is automatically added to the Application Packet screen when “Yes” is answered to question 37 on the 2015-2016 SNP LEA Application.

Packet Assigned To: unassigned

Action	Form Name	Latest Version	Status
View Modify Admin	LEA Application	Original	Error
Add	Community Eligibility Provision (CEP) Schedule		Not Started
Details	FSMC Contracts		
Details	Meal Pattern Compliance Dashboard		Pending
Details	Checklist Summary		No checklist items
Details	Application Packet Notes		
Details	Attachment List		

On the Application Packet page click "Add" to access the Community Eligibility Provision (CEP) Schedule.

4. Community Eligibility Provision (CEP) Schedule for School Year: 2015-2016

All sites identified on the Building Application as participating in CEP, via the Pricing Information section, will be displayed in the "Grouping" section of CEP schedule for SY 2015-2016. The "Number of Identified Students" and "Enrollment" displayed are retrieved from the April Data previously reported by the LEA in the CEP Site List.

Summary										Total Sites: 1
Group Name	Show Detail	Number of Buildings	First Year	Year Used	Nbr of Identified Students	Enrollment	ISP	Reimburse % Free	Reimburse % Paid	
Unassigned	<input checked="" type="checkbox"/>	1			380	674				
Individual	<input checked="" type="checkbox"/>	0			0	0				
Group 1	<input checked="" type="checkbox"/>	0			0	0	0.00	0.00	100.00	
Group 2	<input checked="" type="checkbox"/>	0			0	0	0.00	0.00	100.00	
Group 3	<input checked="" type="checkbox"/>	0			0	0	0.00	0.00	100.00	
Group 4	<input checked="" type="checkbox"/>	0			0	0	0.00	0.00	100.00	
Group 5	<input checked="" type="checkbox"/>	0			0	0	0.00	0.00	100.00	

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. Eligible Buildings, or group of Buildings, must meet the minimum Identified Student Percentage (ISP) of 40%. CEP can be elected for an individual Building, group of Buildings (e.g., Group 1), or across the district. The information in the following table identifies all Building applications that have selected CEP, and the respective Building's identified student data.

For each building, identify whether the site will qualify based on its individual numbers ("Individual") or as a group ("Group #").

Grouping

Bldg Number	Building Name	Group	First Year	Year Used	Nbr of Identified Students	Enrollment	ISP	Reimburse % Free	Reimburse % Paid
1100	CLYDE C MILLER ACADEMY	Unassigned Unassigned Individual Group 1 Group 2 Group 3 Group 4 Group 5	2015	2014	380	674	56.37	90.19	9.81

Internal Use Only

Date Received:

For each building, under the Group column, select whether the building will qualify based on its own site data by selecting "Individual" or if the building will qualify by being grouped with other sites by selecting a "Group Number". If the LEA qualifies district-wide, all buildings must be assigned to "Group 1". Initially all buildings will be unassigned.

If currently participating in CEP and there are no changes, data will automatically populate.
 If currently participating in CEP and a new building has been added, a Group must be selected.

If you have any questions please contact Food and Nutrition Services at (573) 751-3526 or Karen Wooton - Karen.Wooton@dese.mo.gov (573) 751-2954 or Jill Rehagen - Jill.Rehagen@dese.mo.gov (573) 751-4402