

SY21-22 P-EBT Application



P-EBT Program Overview

The Pandemic Electronic Benefits Transfer (P-EBT) Program is a supplemental benefit for households with students who temporarily lost access to free or reduced-price school meals due to COVID-related absences.

Eligibility Criteria

A student is eligible for P-EBT if the following conditions are met:

- 1) the student attends a school that participates in the National School Lunch Program (NSLP),
- 2) the student did not have access to free or reduced-price meals because they were out of school for COVID-related reasons, and
- 3) the student is eligible for free or reduced lunch because they receive SNAP (Food Assistance), TANF (Temporary Cash Assistance), or Medicaid; attend a Community Eligibility Provision school; or approved by the school district through an application.

COVID-related Absences

- Any absence where the school directed the student to stay home for a COVID-related reason. For example: a school-ordered quarantine, or any stay-at-home order mandated by the school or school district.
- Any absence initiated by the parent that was **recognized and accepted** by the school as COVID-related. For example: a parent's decision to keep their child home after a positive test or possible exposure to COVID that was approved by the school.
- For schools that were unable to record these absences as COVID-related, the date claimed by the parent must be recorded as "Excused" on the student's attendance record. If there is an "Excused" absence on the student's attendance record for any of the dates claimed by the parent, it can be accepted as a COVID-related absence. This does not apply to schools who did capture and document absences as COVID-related.

Students are **not eligible** for P-EBT for days in which they missed school for reasons not related to COVID, or days in which the school was closed, including holidays or teacher planning days.

Reduced Hours or Attendance at the School

Schools are considered to have met the reduced hours or attendance if one or more students were absent due to COVID-related reasons for at least 5 consecutive days or the school was closed or reduced school hours for at least 5 consecutive days.

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School Responsibility

Verifying COVID-Related Absences

School officials are responsible for reviewing the information provided by the parent on the P-EBT application, verifying the number of COVID-related absences, and attesting to the accuracy of the information provided.

Completing the Form

- 1) The parent/guardian will provide the P-EBT Application for school year 2021-2022.
- 2) The designated school official will verify the information, including the student's FLEID and absences claimed by the parent/guardian.
 - a. Private schools may not use an FLEID for their students. Private schools who do not use an FLEID may provide their own student IDs instead. All other schools must provide a FLEID.
- 3) The designated school official must fill in the bubble completely using 'Y' for yes or 'N' for no. This verifies the absences claimed by the parent/guardian is documented and approved by the school as COVID-related, include any additional comments, and initial.
- 4) The designated school official must sign, print, and date the form and include their title or position.
- 5) The designated school official must check the attestation – certifying that the school met the requirement of being closed or operated at reduced hours or attendance for five consecutive days. Please see previous page for definition of reduced hours or attendance.
- 6) The designated school official must add the official school stamp or seal in the location specified on the application.
- 7) The designated school official must return the completed form to the parent/guardian for submission.

Questions regarding P-EBT can be directed to the P-EBT Call Center at **1-833-311-0321**.