



## Community Eligibility Provision (CEP) Guidance

This guidance is for districts that participate in CEP at all school buildings. If your district operates CEP at some, but not all school buildings or does not operate CEP at all, please see the [Guidance for Partial CEP and Non-CEP Districts](#). Indiana's summer EBT program, Indiana SUN Bucks, is a benefit program for households to receive funds for food for school-aged children when school is not in session. CEP operators should notify households of this opportunity and direct them where to apply, if they aren't already approved for free or reduced benefits.

### How SUN Bucks Works

For those attending a NSLP operating school, the \$120 annual SUN Bucks benefit will be automatically sent to households for each student who is identified as direct certified due to participation in SNAP, TANF, and some income-based Medicaid; those identified as foster, homeless, or migrant students; and those who qualify by household income. The benefit card will be mailed to the address that the school has on file for the household. IDOE will gather that information from each district annually via Data Exchange (DEX). Those who are not identified as automatically eligible can apply for SUN Bucks [here](#).

### CEP School Responsibilities

- **Students Eligible via Direct Certification:** Direct certified students are eligible for SUN Bucks. Please identify those who are eligible within the Data Exchange enrollment report by Wednesday, May 1. Those that automatically qualify for SUN Bucks do not need to complete an application. Schools can use the *Eligible for SUN Bucks* letter template to inform households that they qualify for SUN Bucks.
- **Students Eligible via Alternate Household Applications:** CEP schools that distribute an alternate household application such as the "Curricular Materials and Other Benefits Application" for other program eligibility determination can use that information for SUN Bucks eligibility. Please identify those who are eligible using the alternate application within the DEX enrollment report by Wednesday, May 1. Those that automatically qualify for SUN Bucks do not need to complete an application. Schools can use the *Eligible for SUN Bucks* letter template to inform households that they qualify for SUN Bucks.
- **Students Not Currently Eligible for Benefits:** CEP schools should communicate with households that are not automatically approved for free or reduced benefits that they need to apply for SUN Bucks in order to qualify. Schools can use the *Notice to Apply* letter template to communicate the process for applying for SUN Bucks benefits. CEP districts are not responsible for distributing or processing SUN Bucks benefit applications.

### **Additional Ways to Help**

Help inform the community about SUN Bucks via newsletters and social media. See the [communications toolkit](#) for more information.