Updated FAQ 4.22.21

P-EBT Fall 2020 Issuance

1. **The fall issuance states only 5 consecutive days are required for student eligibility**.

   Answer: The P-EBT rules, requirements and funding for the current issuance is different than the fall issuance. The current issuance has different eligibility requirements for the school and the student.

School Eligibility

2. **What should occur if the school is NSLP, SBP, or CEP eligible and the school does not have any students to report?**

   Answer: If the school does not have students to report, the school should still update each portal submission window for their school. Please submit the following information:

   ☐ Enter the school information
   ☐ Check if the school meets Tier 1 eligibility
   ☐ Leave all other fields blank and click Submit. This will update your submissions indicating the school is eligible but have no students to report. This update will also remove the school from the notification listings.

   ### New School Submission

   School *

   →

   Don't see your school? Submit a ticket

   Please check if you school meets Tier 1 eligiblity below:
   → ☐ School is NSLP or CEP

   Please check what Tier 2 eligibility rules your school meets below:
   ⓘ A hybrid schedule for the purpose of PEBT eligibility is any combination of students who learn in person and students who learn virtually due to the public health emergency. If the only students who learn virtually are those who are quarantined for COVID reasons, your school is considered hybrid for the purposes of PEBT eligibility.

   ☐ School offered a hybrid schedule, (some students virtual and some in person, or all students partially virtual and partially in person)
   ☐ School had a delayed opening due to public health emergency
   ☐ School has been closed due to public health emergency
   ☐ School had a delayed opening of at least 5 consecutive days
   ☐ School has been closed for at least 5 consecutive days

   Please check if your school does not meet eligibility:
   ☐ School does not meet eligiblity requirements

   → Submit

3. **What if my school has students that have transferred to another school but attended my school during a portion of the eligibility period? Example: Student attended School A October 1 – November 10, 2020 then transferred to School B. Should School A submit this student's data?**

   <u>Answer:</u> Please submit P-EBT eligibility data for <u>ALL</u> students that attended your school during the reporting timeframe. Please enter the most current address you have on file. If you have the new address, please use this address to assist with timely delivery of the P-EBT card.

4. **If a student lives in a residential facility, are they eligible for P-EBT?**

   <u>Answer:</u> Residential students are not eligible for P-EBT. Schools should not include these students in their submissions.

5. **What is the criteria for school and student eligibility?**

   <u>Answer:</u> School eligibility must be determined first, then student eligibility is determined:

   Eligibility at the school level, could have occurred anytime during the 2020-2021 school year:

   - Schools must be closed or had a delayed start OR have a hybrid model in place.
   - School is NSLP or CEP, AND
   - School offered a hybrid schedule (some students virtual and some in person, or all students partially virtual and partially in person).

   AFTER SCHOOL ELIGIBILITY IS DETERMINED, THEN STUDENT ELIGIBILTY CAN BE DETERMINED AT THE INDIVIDUAL STUDENT LEVEL

   Individual student eligibility:

   - Student is eligible for free/reduced lunch under NSLP standards <u>AND,</u>
   - Student has missed school due to quarantine, <u>COVID-19</u> related illness or virtual (at home) learning.

   Note: Students do not satisfy the free/reduced lunch element of P-EBT eligibility simply because the school is currently providing all meals for free under the SFSP or the NSLP's SSO.

6. **What is DFR's definition of a hybrid schedule?**

   Answer: A school offering a hybrid schedule due to COVID-19. Hybrid schedule allows students to participate in school via a virtual learning option including:

   - Students attend school by last name,
   - Students attend school by grade level,
   - Students are attending school virtually due to quarantine,
   - Students are attending school virtually due to isolation,
   - Students are attending school virtually due to parental choice, or
   - Students attend school both virtual and in person.

7. **What are considered eligible days during the October-December quarter?**

   Answer: Once the school and student have both met the eligibility requirements (documented in the answer to question #2), the days the student was out due to quarantine, COVID-19 related illness, school closure or virtual learning are totaled. This total is the number of eligible days. Each student will have different totals depending on the number of days each student was not in school.

8. **If my school does not normally offer a hybrid program but is offering this option to parents due to COVID-19, are these students eligible for P-EBT?**

   Answer: Yes. If your school offers a hybrid model because of COVID-19 to provide parents a choice to allow their students to remain at home for virtual learning these students are eligible on virtual learning days, as long as the students are eligible for free/reduced price meals under NSLP standards.

9. **If my school is operating under the Summer Food Service Program (SFSP) as a result of COVID-19, are my students eligible to receive P-EBT?**

   Answer: If your school is operating under the SFSP program because of COVID-19 and meets the following eligibility requirement,

   - Schools must be closed or had a delayed start OR have a hybrid model in place
   - Participant of the National School Lunch Program, School Breakfast Program, or Community Eligibility Provision
   - Students are eligible for free and reduced lunch under NSLP standards (refer to question #1 under the School Eligibility section for additional details),

then the students eligible to receive P-EBT.

10. **If my school does not participate in the NSLP but have students who are eligible for assistance with textbook fees, are they eligible for P-EBT?**

    Answer: Your students would not be eligible for P-EBT. Schools must first be eligible and one of the requirements is the school participates in the NSLP. Secondly, P-EBT is for students that would miss the opportunity to receive and consume lunch at school.

Student Eligibility

1. **Is there a 5 consecutive day threshold when counting eligible days for free/reduced lunch students?**

   Answer: If a student is out of school for COVID-19 related reasons (illness, quarantine, isolation, hospitalization, etc.) each of these days count as P-EBT eligible days. There is not a 5 consecutive day threshold.

2. **If a student is eligible for free/reduced lunch or breakfast, enrolled in virtual learning due to COVID-19 and the parent contacts the school to indicate the student is ill, does this day count as an eligible day for P-EBT?**

   Answer: If the illness is <u>NOT</u> COVID-19 related, the day would not count as P-EBT eligible.

3. **If a student is eligible for free/reduced lunch/breakfast, enrolled in virtual learning and does not participate (log on) on a day or multiple days, are those days counted as eligible days for P-EBT?**

   Answer: If the student is <u>NOT</u> participating in virtual learning and these absent days are <u>NOT</u> COVID-19 related absent/illness, the particular days in question would <u>NOT</u> be P-EBT Eligible.

4. **I have a special education student that is over the age of 22. The individual is participating in virtual learning due to COVID-19. Does the individual qualify for the P-EBT?**

Answer: Special Education students that are attending high school are potentially eligible for P-EBT for dates for which they were enrolled in school prior to their 23rd birthday.

5. **What if I have three children and only one of my children receives P-EBT?**

   Answer: P-EBT is an individual benefit that is determined by each student's attendance. It is possible that students from the same household will receive different benefit amounts or zero benefits. If you have additional questions regarding the student eligibility, please contact the school.

Card Replacement

1. **How can I get my P-EBT card replaced?**
   Answer: To report a lost, stolen, or damaged card contact EBT Customer Service at 1-877-768-5098 (available 24 hours a day, 7 days a week). Enter the date of birth of the child named on the card. Use all zeros for the Social Security Number.

   This number cannot answer P-EBT questions.

Additional Questions

1. **USDA announced that it was increasing the daily value of P-EBT benefits in January. What is the new benefit, and when does it take effect? Is it retroactive to the beginning of school year 2020-2021?**

   Answer: The daily P-EBT benefit, for school children, now includes the value of the USDA free reimbursement for an afterschool snack. The $0.96 per eligible day per student has been loaded onto cards and will display as a separate amount.

SY 2020-2021 July 1, 2020 - June 30, 2021	Free Reimbursements			
	USDA School Meal Programs			
	Lunch	Breakfast	Snack (NEW)	Daily Total
United States	$3.60	$2.26	$0.96	$6.82

2. **Are regularly scheduled holidays and breaks eligible days for P-EBT?**

   Answer: No. Regularly scheduled holidays and breaks are not P-EBT eligible days.

However, if a school extends a planned school break due to the current health emergency, then those are COVID-related school closures. Like any other COVID-related closure, those are P- EBT eligible days for children who are otherwise eligible for free or reduced price NSLP or SBP meals.

Issuance/Data Submission

1. **I submitted too many days for some students during the last issuance. How do I correct this error?**

   Answer: DFR cannot retract benefits that have already been distributed. The solution to correcting negative days are to subtract the number of days from a current issuance.

   Example: If 10 days was submitted during the last quarter's submission and later discovered the student was only entitled to 5 days, the data submitter would subtract 5 days from the current submission for that student. If the same student had 20 days for the current submission the data submitter would submit 15 days to allow for the correction.

2. **If I have submitted my data and discover errors during the time the submission window is open, can I resubmit, add, or remove student records?**

   Answer: If the data submitter finds errors during the time the submission window is open, the individual should follow the steps below:
   - Log into the portal to start over
   - Complete corrections and
   - Re-submit the template

3. **If my school has not participated in the spring or fall issuance, is it possible to enroll for the February issuance?**

   Answer: Yes. If your school and students meet the eligibility requirements, when the window for reporting opens (January 4th -15th), you can submit all your students that meet the criteria. Then P-EBT cards will be issued to those students.

4. **What is the URL for the Department of Education single sign on portal to submit Student Data?**

Answer: The single sign on portal is through the Indiana Department of Education. It is DFR's understanding that there are staff in each school district who are already authorized users. DFR does not have a link to this site.

Once the FSSA portal that will exist *within* the single sign on portal is available, all schools will receive a notification and link to begin uploading their documentation.

5. **How do I determine student eligible days? Do I count every day the student is not in the building?**

    Answer: For example, in October, a student missed 4 days (non-consecutive), in November, student missed 5 days (non-consecutive) and December student missed 10 days (consecutive).

    The eligible days are days a student has missed in person school due to quarantine, COVID-19 related illness or virtual (home) learning.

    In the above example this student would have 19 eligible days that should be reported for the quarterly issuance.

6. **What are the deadlines for data submission?**

    Answer: Please refer to the data collection schedule below. All dates are estimated, and the tool will close at 12:00 AM EST on the last day of submission.

School Data Collection Timeframe	Issuance Month
January 4-15, 2021	End of February
April 5-16, 2021	April 30, 2021
July 5-16, 2021	July 31, 2021
TBD	September 30,2021

7. **Some students were not included in the submission timeframe as identified above; can the missed students be re-submitted?**

    Answer: Yes, if a student(s) is missing from the data file, the individual(s) can be included in the next quarter's data submission. Additional information will be forthcoming on how to capture missed students with the next quarter's submission. P-EBT will end when the PHE ends, therefore, September 2021 is the last month for benefits and changes or corrections cannot be submitted after September 2021.