Child Nutrition Programs (CNP) Bulletin

June 15, 2021 - Child Nutrition Programs Bulletin No. 4 - Community Eligibility Provision

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Community Eligibility Provision

Community Eligibility Provision School Year 2021-2022 Eligibility Notification

The Michigan Department of Education (MDE) is required to notify National School Lunch Program sponsors of their potential eligibility to participate in the Community Eligibility Provision (CEP). The following spreadsheet is based on spring 2021 data and its purpose is to help you determine if your school/district is eligible to participate in CEP this coming school year.

The spreadsheet includes:

- Schools/districts currently participating in CEP.

- Schools/districts eligible to participate in CEP (Identified Student Percentage >40%).

- Schools/districts near eligible to participate in CEP (Identified Student Percentage 30.00-39.99%).

Certified Spring 2021 site level data is at the School Nutrition Programs CEP Website and will be part of your 2022 CNP: School Nutrition Program Michigan Electronic Grants System Plus (MEGS+) Application.

The Nationwide Waiver of Community Eligibility Deadlines extended the deadline for electing CEP for the upcoming school year. You must notify the MDE School Nutrition

Programs (SNP) unit of your intention to participate in the CEP for School Year 2021-2022 by August 31, 2021, or the first day of school, whichever is earlier. SNP requires the notification to occur by selecting "yes" to question number 12 and saving the *Sponsor Information Page* in the 2022 CNP: School Nutrition Program MEGS+ Application. This selection must be made by the deadline, as a late selection cannot be approved.

The 2022 MEGS+ application will be available in July 2021.

[CEP Webinar Recording - Serving Meals at No Cost After the 21-22 School Year with CEP](#)

No Kid Hungry and MDE hosted and recorded a webinar for "Serving Meals at No Cost After the 21-22 School Year" to gain a better understanding of CEP and how school districts can determine potential financial implications and the equitable impact of maintaining meals at no cost after the 21-22 school year. The webinar is available now! [Click here](#) to view the recorded webinar, which includes a CEP Calculator demonstration at 22:25 in the recording.

Based on the CEPI spring data, my district or participating sites are at 100% free claiming. How do I apply/reapply with these data?

- CEPI spring data will load into the SNP 2022 MEGS+ application when it opens in July.

- If you are new to CEP, the page will load with the data.

- If you are reapplying, the data will load when the page is unlocked by MDE staff by request.

- Reapplying will start a new 4-year cycle.

- Nonpublic schools and early childhood buildings that are currently participating do not have CEPI spring data. Enrollment lists will need to be uploaded by following the process below.

Based on the CEPI spring data, my district or participating sites are not at 100% free claiming. How do I determine my end of year eligibility?

- Eligibility will be determined by MDE. To do this, you need to upload an Excel file with the full student enrollment from SY 20-21 into [GEMS/MARS](#) that contains the following information: School building code, school name, UIC, last name, first name, DOB, address, student number, F/R determination basis, application/household number, and McKinney Vento determinations.

- **Student data should not be emailed**, it needs to be uploaded using the secure [GEMS/MARS link](#). If you have an account, is recommended to log in when possible and not submit data as a guest.

How do non-public schools apply for CEP?

- Non-public schools do not report in the spring general collection, so they will need to upload an enrollment list.

- Eligibility will be determined by MDE. To do this, you need to upload an Excel file with the full student enrollment from SY 20-21 into [GEMS/MARS](#) that contains the following information: School building code, school name, UIC, last name, first name, DOB, address, student number, F/R determination basis, application/household number, and McKinney Vento determinations.

- **Student data should not be emailed**, it needs to be uploaded using the secure [GEMS/MARS link](#). If you have an account, is recommended to log in when possible and not submit data as a guest.

CEP Household Information Report for SY 21-22

The CEP Household Information Reports (HIR) for SY 21-22 have been updated and posted to the [CEP Forms & Instructions webpage](#). There are two versions available to use. One version of the form uses annual income ranges and the other uses household size and monthly income. For sponsors participating in the National School Lunch Program Seamless Summer Option (NSLP-SSO), we have developed a template letter that can be accompany the HIR.

CEP Resources

[MDE CEP Resources](#)

[MDE CEP Forms & Instructions](#)

[No Kid Hungry's CEP Calculator](#)

[Meals Count online CEP grouping calculator](#)

[Promoting Educational Equity with CEP](#)

[Template Letter to School Administrators](#)

[Talking Points for District Leadership](#)

[CEP Financial Considerations for School Business Officials](#)

[CEP Benefits Students, Families, & Schools](#)

Questions regarding CEP may be directed to MickelsonN@michigan.gov.

Questions regarding MEGS+ may be directed to mde-schoolnutrition@michigan.gov

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Contact Us

Email: MDE-SchoolNutrition@Michigan.gov

Nutrition Gateway: The Michigan Department of Education [Nutrition Gateway](#) provides Child Nutrition Program (CNP) agencies a singular system to access annual CNP applications (MEGSplus), monthly claims (MIND) and periodic administrative reviews (GEMS/MARS) through an integrated dashboard and portal.

If you or someone you know is interested in receiving the Child Nutrition Programs News and Updates and Bulletins, visit Child Nutrition Programs News and Updates Subscription.

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To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form (AD-3027) found online at: How to File a Complaint, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

1. mail: U.S. Department of Agriculture
            Office of the Assistant Secretary for Civil Rights
            1400 Independence Avenue, SW
            Washington, D.C. 20250-9410;

2. fax: (202) 690-7442; or

3. email: program.intake@usda.gov.

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USDA Civil Rights Complaint Links:
https://www.ocio.usda.gov/sites/default/files/docs/2012/Complain_combined_6_8_12.pdf
https://www.usda.gov/oascr/how-to-file-a-program-discrimination-complaint

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Links Used in This Document:

https://www.michigan.gov/documents/mde/2021_District_Level_CEP_Notification_726818_7.pdf
https://www.michigan.gov/documents/mde/2021_CEP_Notification_for_Eligible_Sites_

Reduced_Size_726835_7.pdf
https://www.strength.zoom.us/rec/play/0akp3jVjqLl1ojBWyO2UTCo3bkwPUXe3khDPqwpO7iaxKSDl8OjpcbiY1YpCSLWm6I2m7UadpODFrpM3.ZFSDI4ivmb98tctc?startTime=1623682875000&_x_zm_rtaid=xGpHUL8ATkOQxBs3zNgowQ.1623784134123.0b714d6eb669d50106ffa6bb05ddca1b&_x_zm_rhtaid=688
https://www.mdoe.state.mi.us/gems/public/QuestionnaireHome.aspx?code=i7tf8rfd
https://www.michigan.gov/mde/0,4615,7-140-66254_80468_96102-511791--,00.html
https://www.michigan.gov/mde/0,4615,7-140-66254_80468_96102-511793--,00.html
https://www.michigan.gov/mde/0,4615,7-140-66254_80468_96102-511791--,00.html
https://bestpractices.nokidhungry.org/resource/no-kid-hungrys-cep-calculator
https://www.mealscount.com/#/
http://bestpractices.nokidhungry.org/resource/promoting-educational-equity-community-eligibility-provision-cep
http://bestpractices.nokidhungry.org/resource/template-letter-school-administrators-about-adopting-cep
http://http://bestpractices.nokidhungry.org/resource/cep-talking-points-school-administrators
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