

Healthy Meals for All & Community Eligibility Provision Overview



Welcome!



Thank you so much for joining us today

With this new program, Colorado has become one of just a handful of states that is offering free meals to all students starting next school year.

As we all know, new programs can be exciting, but they can also feel overwhelming. Please know we are here for you.

This is just the first of many trainings we will offer.

We want to make sure you fully understand the regulations, better understand CEP, and feel confident in implementing the program next school year if you decide to opt into it. So, with that, let's get started.

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

2. fax:
(833) 256-1655 or (202) 690-7442; or

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

This institution is an equal opportunity provider.



We include the nondiscrimination statement in our trainings as a reminder of our responsibilities to ensure all eligible people may participate in our child nutrition programs. As equal opportunity providers, we prohibit discrimination in our programs and provide fair and equitable treatment to every participant.

CDE School Nutrition

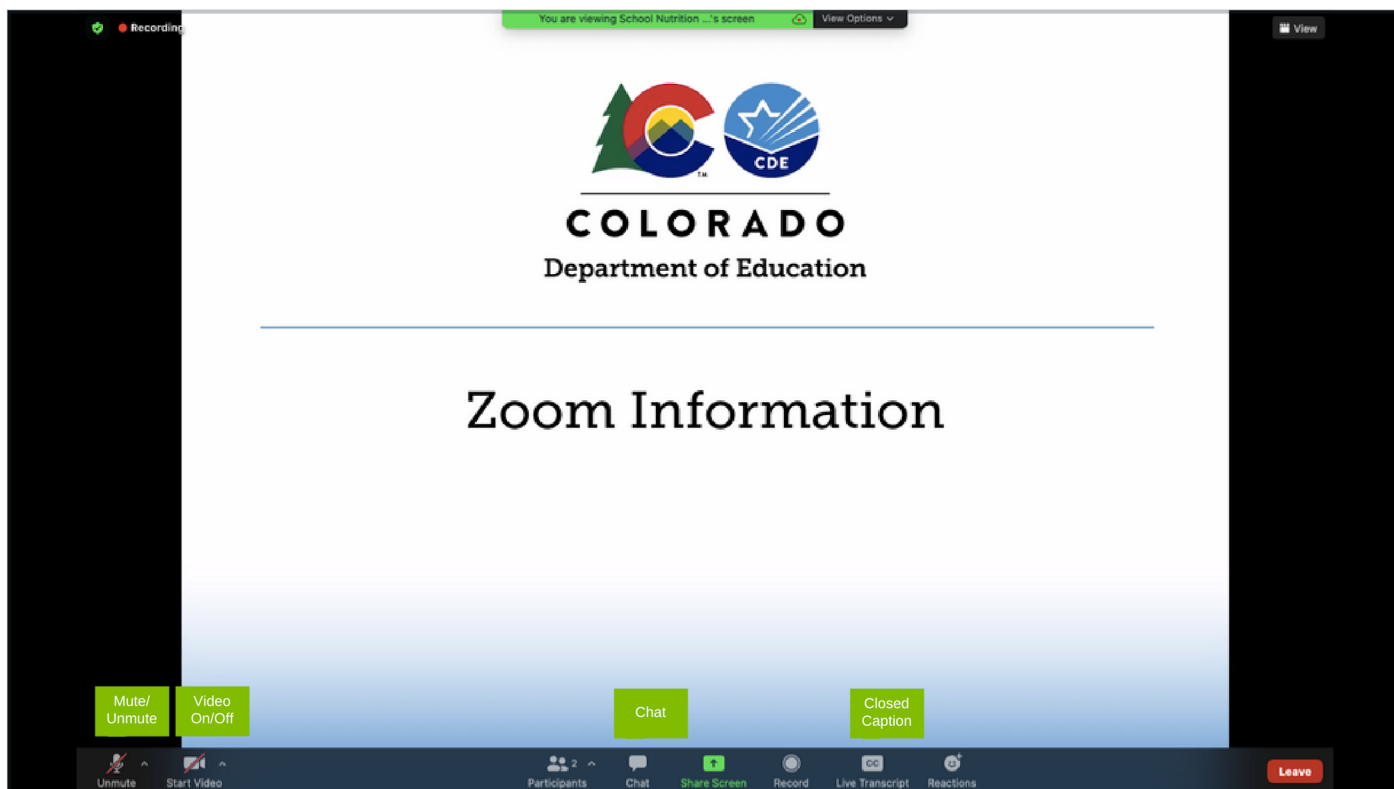
Vision

Nourish young bodies and minds.
End childhood hunger.

Mission

We support the child nutrition community through innovation, training, and partnerships to ensure all youth have access to healthy meals.





First, I will cover some quick Zoom housekeeping items before we jump into the content.

All attendees entered muted. You will know that you are muted if the microphone button in the lower left corner has a red slash across it.

Next to the microphone is a camera icon. Click the camera icon to turn it on which will remove the slash across. It is completely optional to turn on your camera today.

If you keep moving across the bottom portion of your screen you will see a chat icon in the middle. If you have any questions today, please insert them into the chat-we will monitor the chat and compile a list of questions to address at the end of the webinar.

We will insert the slides for today with speaker notes into the chat for you to download.

Conditions for Success

Mute your microphone when not talking

Exhibit inclusivity and open-mindedness

Strive to be present & engaged

Ask questions and seek clarification

Actively participate



Here are some conditions for success to make our time together today as meaningful as possible.

Are there any other conditions that would help ensure a successful session that you would like to add today?

Program Overview



Healthy Meals for All Program

Provides funding opportunities to Colorado public school food authorities (SFAs) participating in the National School Lunch and School Breakfast Programs

- Reimbursement for meals provided to students that would otherwise pay full price for a meal
- Funding to purchase local food from Colorado farmers and ranchers
- Funding to increase wages or provide stipends to staff who prepare and serve the meals



The healthy meals for all program is an optional program, meaning school food authorities are required to opt in each year.

Under this program, the State of Colorado will provide reimbursement to cover the price of paid meals for school food authorities that are participating in the healthy meals for all program. Paid meals will be reimbursed at the established federal rate.

Additionally, with this program, there are options for funding to purchase more local foods and provide a wage or stipends to food service staff. We will go in to more detail on each of these in upcoming slides.

Program Timeline



**School Year
2023-24**

- Reimbursement for free meals for all students



**School Year
2024-25**

- Funding for wage increases or stipends
- Funding for local food purchases
- Additional grants for training and equipment

Pending approval for the direct certification-Medicaid pilot)



Program Implementation



How to Participate

SFAs participating in the National School Lunch and School Breakfast Programs may choose to opt-in and participate

To participate, the SFA must:

- Provide annual notice of participation to the CDE School Nutrition Unit
- Participate in the Community Eligibility Program (CEP) at qualifying schools
- Provide free meals to all students enrolled in participating schools
- Optional: provide wage increases or stipends to front line staff
- Optional: purchase local food



Provide Annual Notice

SFAs must indicate participation in the program in annual application renewal

Annual renewal applications open prior to start of school year

Future Updates: application open and close dates and process



Participate in CEP

All qualifying schools must implement CEP

Schools that participate in CEP must participate in both the School Breakfast and National School Lunch Program

Schools that don't qualify for CEP can still participate in the Healthy Meals for All Program

Note: If a SFA does not have any schools that qualify for CEP, they may still participate in the program, collect income applications and complete meal counting and claiming processes as normal.



For those of you who may not be familiar with the Community Eligibility Provision, it is a funding option of the National School Lunch Act that enables schools to provide free meals to all students. School food authorities will be required to maximize the amount of federal funding they receive by participating in CEP at all qualifying schools and by directly certifying students' eligibility. Nell will go in to more detail about CEP implementation including how to determine if your schools qualify and timelines for participation later in the presentation.

I wanted to cover a few common questions about participation in healthy meals for all and CEP:

- All schools within the school food authority do not have to qualify for CEP in order to participate in the healthy meals for all program. However, all schools that do qualify for CEP in a participating district must implement CEP.
- Additionally, a sponsor can still participate in the Healthy Meals for All program even if none of their schools qualify for CEP. In this scenario, all schools will collect income applications and claim students based on their eligibility status. Remember, the state will reimburse sponsors for the paid meals claimed.
- Schools that implement CEP must participate in both the school breakfast and school lunch programs

Provide Free Meals

Offer reimbursable meals at no cost to all students at all public schools participating in the School Breakfast or School Lunch programs



School food authorities participating in the healthy meals for all program must offer reimbursable meals at no charge to all students enrolled at all public schools participating in the National School Lunch and/or School Breakfast Programs.

Provide Wage Increases or Stipends - optional

- SFAs may choose to provide wage increases or stipends to employees that prepare and serve the meal
- Participating SFAs will be eligible to receive a minimum of \$3,000 or \$0.12 per school lunch served in the previous school year
- SFAs must submit documentation to CDE

Future Updates: documentation examples and time frames for opting-in and funding



Pending approval of the direct-cert/medicaid pilot, School food authorities that have opted in to the program may provide wage increased or stipends to employees that directly prepare and serve food for school meals starting in SY 2024-25.

Funding will be a minimum of \$3000 or \$0.12 per school lunch served in the previous school year.

SFAs must submit documentation to CDE to ensure program compliance.

We are still working through some details on this portion of the program and will provide more training and updates soon.

Local Food Program - optional

- SFAs may choose to receive funding to purchase Colorado grown, raised, or processed products
- May receive a minimum of \$5,000 or \$0.25 per school lunch served to students in the previous school year
- SFAs must create an advisory committee made up of students and parents

Future Updates: documentation and opt-in requirements and allowable cost examples



Pending approval of the direct-cert/medicaid pilot, in SY 2024-25, school food authorities that have opted in to the healthy meals for all program may receive grant funding to go toward purchasing Colorado grown, raised, or processed products.

A big piece of this program is that SFAs will be required to have an advisory committee of students and parents to help inform decisions about the menu.

We are still working through some details on this portion of the program and will provide more training and updates soon.

CDE's Next Steps

Awaiting notification on direct certification/Medicaid pilot

Developing resources and training for SFAs

Working with state agency and district partners to ID areas of need/support

Working with State Board of Education to promulgate rules

Attending meetings with district staff to provide information on the program and ID needs

All updates and information will be posted on our website and in the Dish e-newsletter



Sponsor Next Steps

Start talking
with your
administration
about the
program and
potential next
steps

Get familiar
with CEP
(Community
Eligibility
Program)

Attend our future
trainings

Read the Dish e-
newsletter for
updates and
resources



Community Eligibility Program (CEP)



Introduction

Name

Position

Program Areas

History of CEP- Since 2010

How comfortable are you with CEP?

Answer the poll question with the answer that best describes how you are feeling about CEP:

I know CEP
inside and out, I
implement it
already or
would be ready
to implement
today.

I have some
knowledge, but
still have
questions.

What is this "CEP"
thing I keep
hearing about?



Poll

What is the Community Eligibility Provision?

Key Features:

- No applications collected
- Only meal totals counted
- Schools claim reimbursement based on how many students are eligible for free meals, using the direct certification method (no applications)

**Federal program
that allows schools
to serve breakfast
and lunch free to all
students.**

Advantages:

- Less paperwork for districts and families
- Higher participation



High Level today

Little bit of math, not scary

History of CEP- Since 2010

Allows for all free meals

Key Features

Advantages

Key Terms

Identified Students: Directly certified students who receive free meals based on their participation in SNAP, TANF, FDPIR or their status as Migrant, Foster, Homeless/Runaway or Head Start students. Extended Eligible students are included.

Identified Student Percentage (ISP): The number of identified students divided to the total number of enrolled students multiplied by 100.

$$\text{ISP} = \frac{\text{students directly certified for free meals}}{\text{total enrolled students}} \times 100$$



There are some important terms that get used in CEP, so we wanted to give you a reference for what some of these terms mean:

Identified Students

ISP

Key Terms

Free Claiming Percentage (FCP): The amount of federal reimbursement to be claimed at the Free rate based on the ISP multiplied by 1.6.

Grouping: Calculating multiple schools together to maximize the FCP and reimbursement amount.



Free Claiming Percentage

Grouping

Calculating CEP Eligibility: Example 1

A school or group of schools or district will be eligible if the identified student percentage (ISP) is 40% or greater.

District identifies they have 250 directly certified students out of 500 students in the district.

$$\text{ISP} = 250/500 \times 100 = 50\% = \text{Eligible for CEP}$$



Let's talk about how district and schools determine eligibility for CEP.

A school or group of schools or district will be eligible if the identified student percentage (ISP) is 40% or greater.

Let's talk through some examples.

Example 1

Calculating CEP Eligibility: Example 2

School identifies 15 directly certified students out of 50 students in the district.

$$\text{ISP} = 15/50 \times 100 = 30\% = \text{NOT Eligible for CEP}^*$$

*Unless the school can be added to a grouping over 40%.

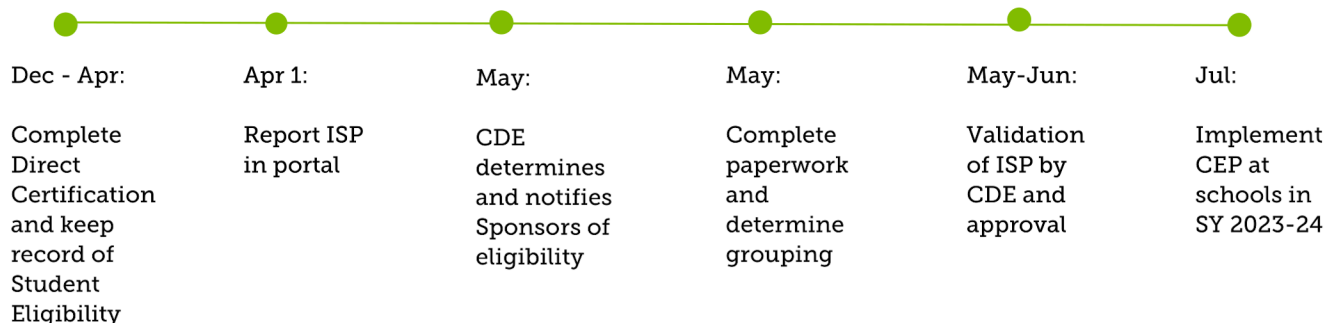
We'll talk more
about groupings
and offer more
training on this
topic!



Example 2

You'll hear more about groupings moving forward.

Getting Started - Steps to CEP



As we look to the coming year, this is the timeline to keep in mind in preparation of CEP.

Between Dec and April - Keep records of eligibility and conduct Direct certification - you already do this.

On April 1 - Report ISP - you already do this

May- We'll notify eligible districts

Also in May - Complete paperwork and determine grouping, we'll help with this!

In the Months of May and June- Validation is a process that CDE conducts to insure that the reported ISP is accurate. schools will just need to show us your student eligibility records.

And finally, in July, eligible schools will start CEP in the new school year.

Implementation

1. Notify households of CEP participation
2. Serve breakfast and lunch to all students at no charge
3. Count total meals
4. Claim reimbursement monthly using the established Free Claiming Percentage and the total number of meals served
5. Complete direct certification for internal records and reporting yearly ISP

Month/Year Claimed	Adjustment Number	Date Received	Date Accepted	Date Processed	Reason Code
Oct 2022	0				

School Nutrition Program General Information

G1. Number of Children Approved for Free Meals: 0 90.380000 %

G2. Number of Children Approved for Reduced Price Meals: 0 0.000000 %

G3. Number of Enrolled Children:

National School Lunch Program

L1. Number Operating Days:

L2. Reimbursable Lunches Served

		CEP %
a. Free Lunches Served:	0	90.380000 %
b. Reduced Price Lunches Served:	0	0.000000 %
c. Paid Lunches Served:	0	9.620000 %
d. Total Lunches Served (a + b + c):	<input type="text"/>	100.000000 %



Implementation is different than regular operations, but arguably, it's easier than normal operations.

Go through steps

CEP Cycle

Once established, a district can use the same claiming percentages for up to 4 years.

OR

If ISP increases, districts can reset to use a higher claiming percentage. If ISP decreases, no adjustment is needed for 4 years.

Each year that a district establishes their claiming percentage is called a Base Year. Following years with no changes are called Non-Base Years.



Also making the process easier, once schools have implemented CEP, they can continue for up to 4 years.

Go through Details

Example: Florence School District

Florence School district has 3 Schools:

Central Elementary, North Middle School, Midtown High School

Each school
reports their
Identified
Student
Percentage in
April:

School	Identified Students	Total Enrolled Students	ISP Calculation	ISP	Eligible?
Central E.S.	39	60	$39/60 \times 100 =$	65.00%	Yes
North M.S.	31	58	$31/58 \times 100 =$	53.45%	Yes
Midtown H.S.	24	65	$24/65 \times 100 =$	36.92%	Maybe
Total	94	183	$94/183 \times 100 =$	51.37%	Yes



Let's walk through the process with an example district: Florence School District

Walk through page

Example Continued

School	Identified Students	Total Enrolled Students	ISP Calculation	ISP	Eligible?
Central E.S.	39	60	$39/60 \times 100 =$	65.00%	Yes
North M.S.	31	58	$31/58 \times 100 =$	53.45%	Yes
Midtown H.S.	24	65	$24/65 \times 100 =$	36.92%	Maybe
Total	94	183	$94/183 \times 100 =$	51.37%	Yes

Elementary and Middle Schools qualify

High School is below 40% threshold

All schools combined would be eligible, so the high school is able to participate as part of a grouping.



In Florence, the Elementary and Middle Schools qualify, but the High school alone is below the 40% eligibility threshold.

However, since all of the schools combined ISPs is over 40%, the High School is still able to participate as part of a grouping.

Example Continued

School	Identified Students	Total Enrolled Students	ISP Calculation	ISP	Eligible?	FCP Calculation	Free Claiming Percentage (maximum 100%)
Central E.S.	39	60	$39/60 \times 100 =$	65.00%*	Yes	$65.00 \times 1.6 =$	100.00%
North M.S.	31	58	$31/58 \times 100 =$	53.45%	Yes	$53.45 \times 1.6 =$	85.52%
Midtown H.S.	24	65	$24/65 \times 100 =$	36.92%	Maybe	$36.92 \times 1.6 =$	59.07%
Total	94	183	$94/183 \times 100 =$	51.37%	Yes	$51.37 \times 1.6 =$	82.19%

Since we've determined which schools are eligible, CDE will validate that the reported numbers are correct. Next, CDE will determine the Free Claiming Percentage (FCP).



Once this is reported, CDE has some work to do on our end.

We'll validate this ISP, looking at all the records of Identified Students, then we'll calculate the Free Claiming Percentage.

The calculations are shown here. We'll multiply the ISP by 1.6 to determine the Free Claiming Percentage.

Example Continued

**Free
Claiming
Percentage:
82.19%**

This is the number Florence School District will apply to determine their reimbursement for up to 4 years.

This is the percentage of meals that will be claimed at the FREE rate.

They will keep a count of how many total meals are served at each meal, not charging any students and not collecting any applications.



Overall, the calculation in this example shows that the district would qualify for a Free claiming percentage of 82.19%.

go through text

Example Continued

To claim, Florence School District enters their total number of meals served at each school each month, and the portal calculates how many meals are reimbursed at the free rate with Federal funds:

**Free
Claiming
Percentage:
82.19%**

Central Elementary School					
Meal	Total Meals Served	Free Claiming Percentage	Calculation	Meals Reimbursed at the Free Rate with Federal Funds	Meals Reimbursed at the Paid Rate with Federal Funds
Breakfast	650	82.19%	$650 \times .8219 =$	534	116
Lunch	750	82.19%	$750 \times .8219 =$	616	134



Now let's look at how Florence School District will claim their reimbursement.

They will enter their total number of meals in the portal, and their free claiming percentage will automatically be applied to this number to determine how many meals will be paid at the Free rate using federal funds.

In this example, at Central Elementary, they served 750 lunches. That total is multiplied by their Free Claiming Percentage, and 534 lunch will be reimbursed at the free rate with federal funds.

In the far right column, you can see the difference, or the meals that would be reimbursed at the PAID rate with federal funds.

Example Continued

Central Elementary School					
Meal	Total Meals Served	Free Claiming Percentage	Calculation	Meals Reimbursed at the Free Rate with Federal Funds	Meals Reimbursed at the Free Rate with Federal Funds + Healthy Meals for All State Funds
Breakfasts	650	82.19%	$650 \times .8219 =$	534	116
Lunches	750	82.19%	$750 \times .8219 =$	616	134

In previous years, any difference in cost to the school not covered by the federal reimbursement would need to be paid by the district's general fund.

NOW, the difference will be paid by the Healthy Meals for All State funds, meaning all meals served will be reimbursed at the Free rate.



In the past, the district would have to choose to cover the difference in reimbursement. However, with Healthy Meals for All, now state funds will be added to the reimbursement, which results in all of the meals being reimbursed at the FREE rate!

You can see in the far right column, now these meals receive funding from 2 sources, Federal and State funds.

As a district, Florence will receive reimbursement at the free rate for ALL of their meals served.

Summary

Overall, CEP allows schools to reduce the paperwork and burden of applications for families.

Benefits districts have reported include:

- Reduced paperwork
- Increased participation
- Elimination of unpaid meal debt
- Promotes equity and reduces stigma
- Less hunger and improved student outcomes



This has been quite a bit of information, but overall, CEP allows eligible districts to maximize federal funds in order to easily serve free meals for all students.

Districts who implement the provision report quite a few benefits, some of which include a reduction in paperwork, and many benefits for students.

Resources

Answers to most questions will be addressed here: [CEP Guidance](#)

Other resources to learn more and hear from districts implementing CEP:



[CDE Website](#)



[USDA Website](#)



[FRAC Website](#)



center for BEST PRACTICES

[No Kid Hungry Website](#)



Besides our office, there are lots of great resources available to learn more and gain a strong understanding of the program.

A great starting point is the CE Guidance Manual. It is linked here and on our website. Additionally, there are excellent resources at USDA and at some community organizations.

Additional Trainings

CDE School Nutrition team is working to develop needed trainings and tools.

Stay informed of learning opportunities:



Please let us know
any topics or
concerns you
would like
addressed.



This is the first of many trainings, so follow the dish to keep up to date on what's coming up, and please let us know about any topics you would like to see covered!

Now, I'll hand it back to Kerri.

Resources & Contact Info



Our first topic is updates.

Resources

Training

Toolkit

**School
Nutrition
Website**



CDE Website: if you haven't been on there in a while you should check out all of the new material and training. You can find all of the contact information for staff including your point person.

Contact School Nutrition



Reach out to your Point of Contact:
<http://www.cde.state.co.us/nutrition/nutristaff>



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<http://www.cde.state.co.us/nutrition>





Questions?

