

Summer Electronic Benefit Transfer Program for School Year 2024 – 2025

Frequently Asked Questions



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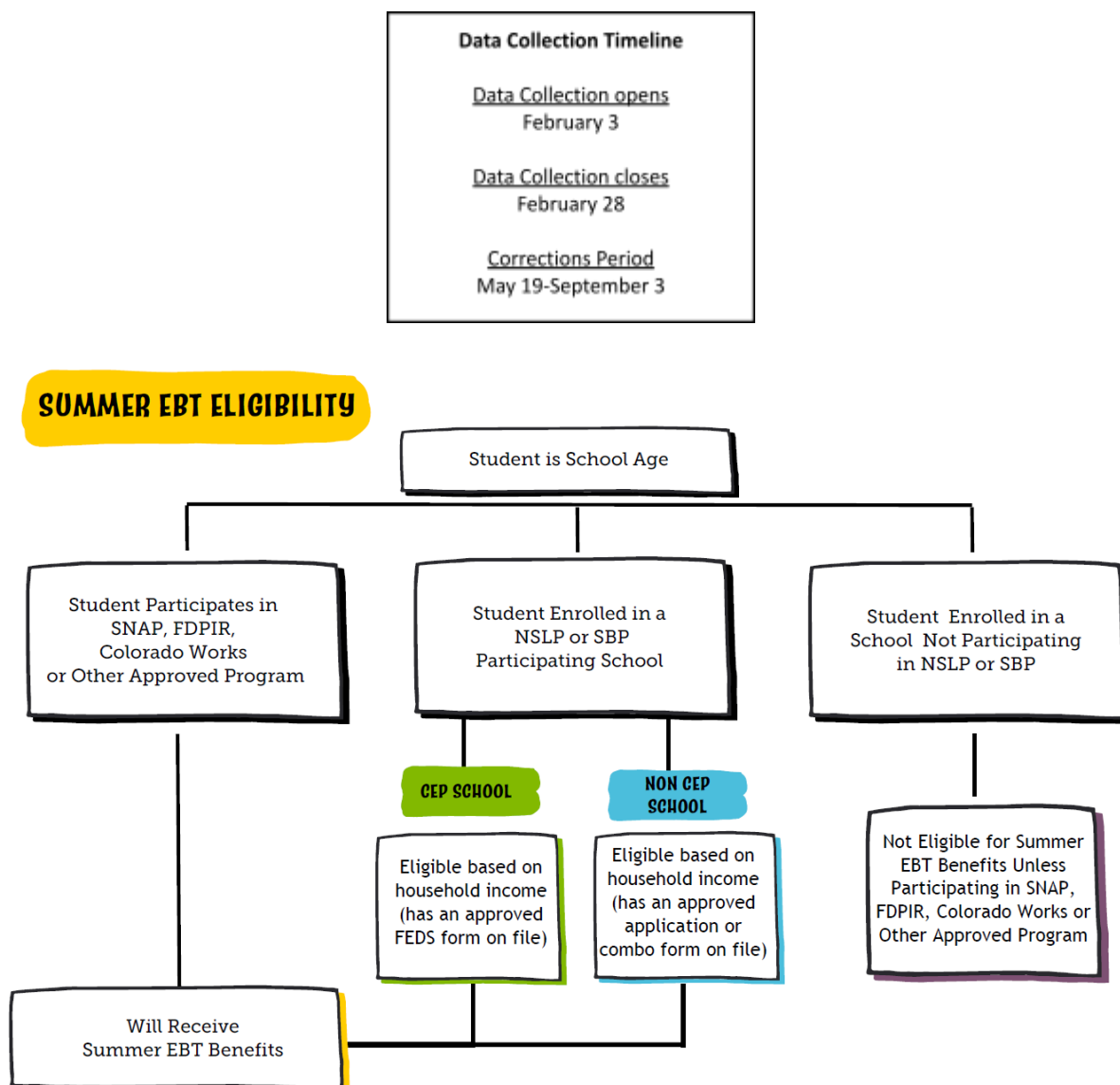
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General S-EBT information

1. What is Summer EBT?

Summer EBT helps families buy food during the summer months when school is not in session. Eligible families will receive \$40/month per child (\$120 total) to purchase groceries with funds placed on an EBT card.

2. Who is eligible for S-EBT?

Families are eligible if their school-aged children participate in SNAP, TANF or Medicaid or attend a school that offers the National School Lunch or School Breakfast program and qualify based on income. For more information on student eligibility and common questions, visit the [Colorado Department of Human Services S-EBT webpage](#).

3. Do preschool students qualify for S-EBT?

Yes, if preschoolers attend a school participating in the National School Lunch Program or School Breakfast Program and qualify based on free or reduced-price eligibility status or direct certification then they are able to receive benefits.

4. What does school age mean for S-EBT?

For Summer EBT, school aged means the years in which a child is required to attend school. This is also known as the age range for compulsory education.

5. Can children enrolled at NSLP/SBP schools who are older or younger than the age of compulsory school attendance participate in Summer EBT?

Yes, children of any age who are enrolled in NSLP/SBP-participating schools are eligible to participate in Summer EBT.

6. Are remote/online students that are associated with an NSLP participating school eligible for S-EBT?

For S-EBT, students must be enrolled in and attend schools participating in the NSLP/SBP and [have access to a meal service \(breakfast or lunch\) on a regular basis](#).

7. Will students who are directly certified and attend a non-NSLP school receive S-EBT funds?

Yes, students who attend a non NSLP site will receive benefits if they are directly certified.

8. Will students who are not directly certified and attend a non-NSLP school receive S-EBT funds?

No, students who are not directly certified and attend a site that does not participate in the National School Lunch Program or School Breakfast Program will not qualify for S-EBT benefits.

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9. Can a student who is not currently attending a NSLP school but was enrolled at some point during the current school year qualify for S-EBT benefits?

Students that have been enrolled in a school participating in the National School Lunch Program at any point during the current school year qualify for S-EBT benefits.

10. Are outreach flyers available for districts to use to provide to families?

Outreach materials can be found in the [CDHS's outreach toolkit](#).

11. If families have questions about eligibility who should school and districts refer them to?

Questions regarding eligibility should be referred to the [CDHS webpage](#) or call center by calling 800-536-5298, texting 720-741-0550 or emailing cdhs_sebt_supportcenter@state.co.us.

12. What is the opt-out procedure for families?

Families will receive a notice letter included with their card or mailed to them as part of auto-issuance which will include instructions for destroying the card and opting out of the benefits should they wish to decline.

13. When will benefits be provided to students in the Summer?

Benefits will be issued May 2025

14. Are direct certifications (SNAP, TANF, Medicaid, FDPIR) being utilized or is it required to have families fill out a household income application?

Yes, students directly certified for benefits will be included in the data collection. Families not directly certified are encouraged to complete the school's household income application to determine eligibility for S-EBT.

15. Where can the household income applications be found?

All income application forms can be found on the [Determine Program Eligibility webpage](#). There is a description for each section which outlines which form to use based on the programs being operated at each school (i.e. CEP schools, non-CEP schools or a combination)

16. What household income form should my site be filling out?

[The determine Program Eligibility webpage](#) provides a description of which form to use based on how the school or district is operating National School Lunch Program (i.e. CEP schools, non-CEP schools or a combination)

17. If districts participate in CEP, does it make a difference in the collection of FEDS form?

For the SY 24-25 collection, multiple income eligibility forms including the FEDS, free and reduced household income form and combo form are accepted.

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18. Is there a Summer EBT application?

- CDHS is providing an online application that is available to all families.
- The application primarily targets children who may not have been included in the primary Summer EBT data collection for SY 24-25 which closes on February 28th.
- This year, the application is designed for families with students who were newly enrolled or became newly eligible after the February 28 deadline. The CDHS SEBT webpage has more information on eligibility criteria.
- This application will be available via the CDHS S-EBT webpage.
- The application includes an **optional** field where parents/guardians can enter their child's State Assigned Student ID (SASID). CDHS included this field because it can be helpful to ensure the correct student is getting benefits. CDHS recognizes that parents/guardians may not know their child's SASID number and that many school districts may not be able to provide this information to households. If parents/guardians do not have this number, they can still apply.
- For SY 24-25 and beyond, this application will also help capture students attending CEP schools who did not complete a household income form

19. Are all Community Eligibility Program (CEP) students eligible for S-EBT regardless of their individual eligibility status?

No. Students who attend a CEP school are NOT automatically eligible for the S-EBT program. They must individually meet free or reduced-price lunch eligibility requirements or direct certification.

20. What will happen to S-EBT funds if families opt-out?

Families have a timeframe to expend the funds they receive. If the money is not spent by that expiration date, the money is returned to the USDA.

21. How will the Colorado Department of Human Services know if a student should not get a benefit card if they are enrolled in a non-NSLP school but will be reported as free and reduced eligible based on a FEDS form?

CDHS will manage benefit assignments for non-NSLP schools and students that are directly certified by using program data.

22. Will students who attend a non NSLP site, and are categorically eligible (homeless, migrant, runaway, foster, HeadStart) be streamline certified and receive benefits?

Students who are homeless or migrant and attend a non NSLP site will be streamline certified. Students that are runaway, foster or HeadStart will not be streamline certified if they attend a non NSLP site.

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23. Can a student who attends an NSLP school in Colorado but lives in a bordering state still receive benefits?

Yes, eligibility is based on the location of where the student is enrolled in school.

24. What is the cutoff date for students to qualify for Summer EBT for the SY 24-25?

The last day a student can qualify is September 3rd. Please see corrections section for details on how to capture students that become eligible or newly enrolled, after the data collection.

25. How should I be preparing for Summer EBT for SY 24-25?

- Districts should be making a plan to collect household income forms. Having a household income forms on file for students assists the Summer EBT process by providing most up to date eligibility information, as well as most up to date parent/guardian information and address.
- Keep an eye out for any announcements via The Dish that pertain to Summer EBT.

26. What is the first day of the Summer EBT eligibility period?

July 1 is the start of the S-EBT eligibility period.

Summer-EBT vs Pandemic-EBT

1. Do schools still need to submit P-EBT data?

No, schools do not need to submit P-EBT data as S-EBT has replaced P-EBT.

2. Are the data fields the same for S-EBT as they were for P-EBT?

Yes, all data fields have stayed the same as the P-EBT collection. [Click here for the S-EBT file layout.](#)

Data Collection

For more in depth information on the data collection and data pipeline visit the [S-EBT Data Collection Manual](#)

1. Where should the data collection be submitted?

The data collection is submitted on the data pipeline for schools participating in the National School Lunch Program.

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2. Is this data collection required?

Yes, the Summer EBT data collection is required to be completed by all school districts based on the passing of state legislation ([SB23B-002](#)).

3. How does one get access to data pipeline?

Work with your Local Access Manager (LAM) to grant you access to the collection in data pipeline. Here is a [guide](#) to help you through the process.

4. What is the name of the role for S-EBT submission for assignment purposes?

The role that needs to be assigned for this collection is:
PIPELINE-(your district code)-PBT-LEAAPPROVER

5. Who is in charge of submitting Summer EBT data?

This will vary district to district. Typically, the data respondent for each school district will submit the data, but they will work with the nutrition department to obtain the most recent and accurate free and reduced-price meal status for students.

6. Why is all student data required for this data collection, including students that do not qualify for free or reduced-price school meals?

All data is required per state legislation ([SB23B-002](#)) to ensure no students are being omitted. It's a measure for CDE to gauge data accuracy.

7. Is this data collection for all students that have been enrolled throughout the year or only active students?

Data submitted includes all students enrolled at any point during the school year. Students enrolled after March 1 can be submitted through a corrections period.

8. What format should the file be submitted in?

The data file should be submitted in .xls format.

9. Is parents' permission needed to send in this data?

Student data can be shared without the need for parental consent for the purposes of state and federal education. Nutrition programs and S-EBT qualifies as a federal nutrition program.

All CDE and CDHS third party agreement processes were followed to allow vendors access to student data for the purposes of supporting the S-EBT allocation process. All data privacy and data protection practices are being followed. The Education Data Advisory Committee has approved the data collection. [Visit the USDA Summer EBT webpage for more information.](#)

10. How should students with protected addresses be handled?

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The [Address Confidentiality Program](#) provides participants with a legal substitute address for home, school, and work. The substitute address is the location of the ACP office in addition to an "apartment number" that is unique to each participant household. Use of these unique apartment numbers allows ACP staff to sort participant mail efficiently, ensuring that mail is forwarded to the appropriate household.

Generally, participants should use their substitute address instead of their actual address whenever possible. The substitute address can be used in public records, in place of a participant's actual address of residency. Under Colorado law, all state and local government agencies must accept a participant's substitute address. Participants will present their ACP Authorization Card when requesting that their substitute address be used.

Districts should use these substitute addresses as students' mailing addresses to ensure S-EBT communications and benefits are mailed to the correct address and confidentiality is maintained.

11. How should students who are experiencing homelessness and do not have an address be handled?

Enter the following address for students who are experiencing homelessness and do not have an address: 1575 Sherman St, Denver CO 80203.

12. How should students who are in a split custody situation be reported?

Only one primary parent/guardian can be reported. The school should have an address that they send their official mail to. If not, they still have to pick one household. Two cards cannot be sent.

13. Will there be additional phases of the S-EBT submission which will require adding or updating students?

A corrections period will be available to add or update students not included in the original submission. See section on Correction for more information.

14. A data respondent submits data at the beginning of February. Before February 28, additional students are identified eligible for free or reduced-price meals. Should those additional students be added or be included during the corrections period?

Yes. New students can be submitted if the collection window is still open and data has already been submitted. For students enrolled or those that become eligible after February 28, a corrections period will be available later in the year.

15. Is it possible to use carryover from October count status for S-EBT reporting?

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No, free and reduced-price lunch status must be determined for the current school year. Therefore, carryover status may not be used for S-EBT reporting.

16. Should a district report all students, including students that do not participate in an NSLP program, in the data collection?

For the S-EBT mandatory data collection, SFAs are required to report data using one of the following options:

- Submit data for all students enrolled in National School Lunch Program sites only
- Submit data for all students enrolled in NSLP sites + data for any F/R eligible transfer students to non-NSLP sites during the school year (any student that was enrolled at a NSLP site, even for a short period of time, would be eligible for S-EBT benefits)
- Submit data for all enrolled students at both NSLP sites and non-NSLP sites

17. Where should charter schools submit data?

Some charter schools will provide data to their districts and some charter schools will submit data through the data pipeline, this is a case by case basis.

18. How should students who are 18+ and considered their own legal guardian be handled?

Districts should still submit data but the address may reflect the student's current address. The student's information can also be inputted for the parent/guardian information. Cards are issued in the students' names.

19. Should the data reported reflect the highest level of eligibility (free vs. paid) observed at any point throughout the year or should the data represent the status as of February?

The data should be the highest level during the year.

20. If a student has a parent or guardian that lives out of state how should that be entered?

Enter the address where the child resides and whoever the primary guardian on file is. It is okay if it is out of state.

Corrections Period

1. What is the purpose of the corrections period?

- The purpose of the corrections period is to allow districts to correct any mistakes that were made during the initial collection.
- It is also an opportunity for districts to add students that become eligible for Summer EBT over the summer as well as students that are newly enrolled. And to capture any changes that were made such as updated addresses.

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2. Is submitting corrections mandatory?

No submitting corrections is not mandatory, but is highly encouraged in order to capture all eligible students and for students to receive benefits.

3. How do I upload the most accurate data?

It is recommended that you download a new report from your SIS vendor. Updating students individually can result in missed address changes or other updates.

*Make sure to set the time frame until 9/3 to capture all changes that have been made since the end of the data collection on 2/28

4. When will the corrections period take place?

The corrections period will run from May 19 to September 3.

5. Who do I reach out to at CDE if I need to make corrections?

Please email s-ebt@cde.state.co.us, as we will need to unlock your data for you to submit.

6. Once my data has been unlocked what do I need to do?

You must re-upload all your data and include any corrections and newly added students. In the "Data File Upload" screen in Pipeline, you will select the "replace" option for Upload Type. Submitting fewer students during the corrections period than you submitted during the collection period will result in an error.

7. Can I just append new students and corrections to the existing file in Data Pipeline?

No, you must re-upload all of your data.

8. What do I do once my data has been re-uploaded and includes all my corrections?

If you have any errors please fix those, and then finalize and submit your data.

9. How often can I complete corrections?

There is no limit. However keep in mind that every time you complete the corrections process via pipeline, it will require reaching out to CDE, having them unlock your data, and re-uploading all of your data.

10. When will students who were captured in the corrections period receive benefits?

These students can expect to receive their benefits anywhere from October-December

11. What is the cutoff date for students to be eligible for Summer EBT?

Students are eligible for Summer EBT for the SY 24-25 until September 3.

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Student Information System Vendor Updates

Local Administrative Cost Reimbursement

1. What is the grant code for S-EBT

Visit the [CDE S-EBT webpage under 'Local Administrative Funding'](#) section to find tiers and grant codes.

2. When will more information around administrative funding be available?

All participating schools will receive a set amount using a tiered system based on student pupil count. For more information visit the [CDE S-EBT webpage under 'Local Administrative Funding'](#).

3. How will administrative funding be determined?

Funding will be determined by total enrolled students and will be a one time lump sum payment.

4. Is a timesheet required to track S-EBT admin costs?

A timesheet is not required but is highly encouraged for best practice.

Common Errors

For in depth information on the data collection and data pipeline visit the [S-EBT Data Collection Manual](#).

Updated USDA Guidance

- Summer EBT is a newer program and as such, CDE continues to receive new guidance and clarification from USDA regarding requirements to implementing the program
- CDE received guidance from USDA that allows us to provide flexibility to School Food Authorities (SFA) submitting data for S-EBT through the Data Pipeline system
- For the S-EBT mandatory data collection, SFAs are required to report data using one of the following options:
 - Submit data for National School Lunch Program sites only

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- Submit data for NSLP sites + any F/R eligible transfer students to non-NSLP sites during the school year (any student that was enrolled at a NSLP site, even for a short period of time, would be eligible for S-EBT benefits)
- Submit data for all enrolled students at both NSLP sites and non-NSLP sites