

Pandemic EBT (P-EBT) 2.0

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What is P-EBT?

- Money to buy food that replaces the school meals missed while schools have been closed or operating with reduced hours due to the pandemic.
- Money is provided on an electronic benefits transfer (EBT) card.
- Administered to schools that were closed or remote for 5 consecutive days or more

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What about the meals we are providing through SFSP/SSO?

- Thank you for all your efforts to provide meals for students through grab n go, bus delivery, meal boxes, etc.
- P-EBT is separate from these meals served.
- The only time meals you serve will impact P-EBT benefits is when meals are served and consumed **on campus** as part of an educational school day.

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Who is Eligible for P-EBT?

Students enrolled at schools during SY 20–21 that **normally operate** the National School Lunch Program (NSLP) that are:

- Eligible for free or reduced-price school meals **any time** during the SY 20–21 **OR**

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Who is Eligible for P-EBT?

Students that are eligible for free or reduced-price school meals includes:

- 20–21 Directly Certified Students through Direct Certification system.
- 20–21 Directly Certified Students through other sources.
- 20–21 Eligible students via new free and reduced-price meal application.
- 19–20 Eligible students who are not captured in the bullets above.

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Who is Eligible for P-EBT?

Students enrolled at schools during SY 20-21 that normally operate the National School Lunch Program (NSLP) that are:

- Enrolled at **Community Eligibility Provision (CEP) schools or Provision 2 schools** operating Provision 2 for both the School Breakfast Program and the School Lunch Program.

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What about Pre-K or Head Start Programs?

- May include if these students are “enrolled” at your district (have a SSID) and normally participate in the National School Lunch Program (NSLP).
- P-EBT for childcare is coming:
 - For children under the age of 6.
 - For children in families that receive Supplemental Nutrition Assistance Program (SNAP) benefits.
 - Will be cross checked to school P-EBT to ensure no duplicate benefits.

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Who is NOT Eligible for P-EBT?

- Students who are home-schooled.
 - Children who are no longer enrolled in a National School Lunch Program (NSLP) /School Breakfast Program (SBP) participating school and are being homeschooled are **not** eligible to receive P-EBT benefits.
- Students enrolled at schools that **normally do not** participate in the NSLP.

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What is the district/school role?

- ✓Continue to process Free and Reduced-Price Meal applications
- ✓Inform families
- ✓Update addresses as needed
- ✓Provide information/data to Accenture



If a district/school does not submit information, students enrolled at that district/school will not receive P-EBT benefits.

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What information/data do we have to provide?

Student Eligibility Information

- School ID: Enter the Washington Integrated Nutrition System (WINS) ID for the school the student attends
- State Student Identifier (SSID): Record the assigned SSID for each student
- Other Student Identifier (Private Schools)
- Student Name
- Student DOB (MM/DD/YYYY)
- Student Mailing Address information

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Student Eligibility Information

The screenshot shows an Excel spreadsheet with the following columns: WINS School/Site ID, State Student Identifier (SSID), Other Student Identifier, Student First Name, Student Last Name, Student DOB, Address Line 1, Address Line 2, City, and State. The 'WINS School/Site ID' column is circled in red. At the bottom, there are three tabs: 'Instructions', 'Data', and 'WINS ID Lookup', with the 'Data' tab also circled in red.

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School Benefit Level Information

IMPORTANT

Students will receive benefits based on the school where they are enrolled, regardless of an individual student's attendance or educational model.

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School Benefit Level Information

- 1. WINS ID**
- 2. School P-EBT Program Eligibility**
- 3. Simplifying Assumptions**
- 4. Benefit Level**

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School Benefit Level Information

- 1. WINS ID**
- 2. School P-EBT Program Eligibility**
- 3. Simplifying Assumptions**
- 4. Benefit Level**

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School Benefit Level Information

School P-EBT Program Eligibility

- School P-EBT eligibility requires a school to have been closed to on-campus learning OR operated with reduced on campus attendance/hours due to COVID-19.
- Report the 5th day of the first 5 consecutive days where school was closed or remote.

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September 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
6	7 Labor Day	8 First Day of School	9	10	11	12
13	14 Record this date	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

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School Benefit Level Information

Educational Model vs “Meal Service as Part of an Education Day”

- SFSP or NSLP/SBP Meal
- Eaten on campus as part of an education day
- Grab and go meals **do not** count as meal service as part of the educational day



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School Benefit Level Information

1. WINS ID
2. School P-EBT Program Eligibility
3. **Simplifying Assumptions**
4. Benefit Level

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School Benefit Level Information

Simplifying Assumptions

- Due to the complexity and availability of data, the U.S. Department of Agriculture (USDA) has allowed the use of "simplifying assumptions" to determine benefit levels.
- Students will receive benefits based on the **school where they are enrolled**, regardless of an individual student's attendance or educational model.

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Simplifying Assumptions – "Majority Model"

School status and eligible benefit days will be based on the following.

- **Students Enrolled:** The school status/eligible benefit days assigned will be based on the meal service available to $\geq 51\%$ of the students enrolled at that school.
- **Operating Days:** The school status/eligible benefit days will be based on the available meal service during $\geq 51\%$ of the operating days in the month being reported.

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Simplifying Assumptions – “Majority Model”

Students Enrolled: The school status/eligible benefit days assigned will be based on the meal service available to $\geq 51\%$ of the students enrolled at that school.

Example:

Smith Elementary is a K-5 School. During October, Grades K-1 were on a hybrid schedule. Grades 2 – 5 were remote.

Most **enrolled students** were following a remote model and receiving no meals as part of the school day.

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Simplifying Assumptions – “Majority Model”

Students Enrolled: The school status/eligible benefit days assigned will be based on the meal service available to $\geq 51\%$ of the students enrolled at that school.

Example:

Smith Elementary is a K-5 School. During January, Grades K-2 were on a hybrid schedule. Grades 3 – 5 were remote.

?

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Simplifying Assumptions – “Majority Model”

Smith Elementary Enrollment		
Hybrid	K	32
	Grade 1	53
	Grade 2	46
Remote	Grade 3	61
	Grade 4	58
	Grade 5	49
		131
		168

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Simplifying Assumptions – “Majority Model”

Operating Days: The school status/eligible benefit days will be based on the available meal service during $\geq 51\%$ of the operating days in the month being reported.

Example:

Jones Elementary is a K-5 School. In February, all grades started the month remote. On February 22, all students started a hybrid schedule with three days on campus.

Most of the month, the school was following a remote model with no meal service as part of the school day.

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February
2021

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
31	1	2	3	4	5	6
	Remote Learning – no on campus meals					
7	8	9	10	11	12	13
14	15	16	17	18	19	20
	Holiday	Remote Learning – no on campus meals				
21	22	23	24	25	26	27
	Hybrid – On Campus 3x per week					
28	1	2	3	4	5	6

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School Benefit Level Information

1. WINS ID
2. School P-EBT Program Eligibility
3. Simplifying Assumptions
4. Benefit Level

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Benefit Level

- ✓ **Benefit level 5:** Students receive no meal service on campus as part of an instructional day.
- ✓ **Benefit level 4:** Students receive 1 day of on campus meal service as part of an instructional day.
- ✓ **Benefit level 3:** Students receive 2 days of on campus meal service as part of an instructional day.
- ✓ **Benefit level 2:** Students receive 3 days of on campus meal service as part of an instructional day.
- ✓ **Benefit level 1:** Students receive 4 days of on campus meal service as part of an instructional day.

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Benefit level		
Level 5	Remote	No days on campus
Level 4	Hybrid	1 day on campus
Level 3	Hybrid	2 days on campus
Level 2	Hybrid	3 days on campus
Level 1	Hybrid	4 days on campus

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Benefit Level Example

Smith Elementary is a K-5 School. During October Grades K–1 were on a hybrid schedule attending school 2 days per week. Grades 2–5 were remote.

Most **enrolled students** were following a remote model and receiving no meals as part of the school day.

What Benefit Level?

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Benefit level		
Level 5	Remote	No days on campus
Level 4	Hybrid	1 day on campus
Level 3	Hybrid	2 days on campus
Level 2	Hybrid	3 days on campus
Level 1	Hybrid	4 days on campus

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Benefit Level Example

Jones Elementary is a K–5 School. In February, all grades started the month remote. On February 22, all students started a hybrid schedule with three days on campus.

Most of the month, the school was following a remote model with no meal service as part of the school day.

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Benefit level		
Level 5	Remote	No days on campus
Level 4	Hybrid	1 day on campus
Level 3	Hybrid	2 days on campus
Level 2	Hybrid	3 days on campus
Level 1	Hybrid	4 days on campus

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Benefit Level Example

Miller Elementary is a K-5 School. In February, all grades start a Hybrid schedule.

- Students with last names A – K: on campus Monday and Tuesday
- Students with last names L – Z: on campus Wednesday and Thursday
- No students are on campus on Fridays

Benefit Level?

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Benefit level		
Level 5	Remote	No days on campus
Level 4	Hybrid	1 day on campus
Level 3	Hybrid	2 days on campus
Level 2	Hybrid	3 days on campus
Level 1	Hybrid	4 days on campus

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School Benefit Level Information

	A	B	C	D	E	F	G	H	I
1		5 Consecutive Days Requirement Met?	When was the date of the 5th Consecutive Day?	September	October	November	December	January	
2	WINS School/Site ID			Benefit Level	Benefit Level	Benefit Level	Benefit Level	Benefit Level	
3									
4									
5									
6									
7									
8									
9									
10									
11									
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How are we going to provide the information?

P-EBT Upload Portal: wa-state-pebt.com



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How are we going to provide the information?

Hello <Contact First Name> <Contact Last Name>.

We are reaching out to you regarding P-EBT 2.0. You have been identified by the Washington State Office of Superintendent of Public Instruction as a P-EBT contact. The role of the P-EBT contact is to upload documents to the P-EBT Upload Portal.

The first step is to get access to the P-EBT Upload Portal. Please go to the <P-EBT Upload Portal> ([hyperlink](#))

Your username is: <username>

When you follow the link, you will need to reset your password the first time you log in. Below are the steps:

- Step 1: Click on the Forgot/Reset Password link
- Step 2: Type in your user name and hit continue:
- Step 3: Set the password
- Step 4: Confirm Password
- Step 5: Enter the Security Questions.
- Step 6: Click on Save and Continue button.

After logging in, you will see two templates on the home screen. One of these is for school benefit level data, and the other is for student eligibility data. It is highly recommended that you download and use these templates to record your data.

You will receive a second email soon notifying you that you can upload your documents. For any issues or questions, please reach out to <email> or call <phone number>.

Thank you,
FRSL Document Upload Portal Administrator



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Is it ok that we share student information?

Section 1101(e) of the Families First Coronavirus Response Act (FFCRA, P.L. 116-127) states: "Notwithstanding any other provision of law, the Secretary of Agriculture may authorize State educational agencies and school food authorities administering a school lunch program under the Richard B. Russell National School Lunch Act (42 U.S.C. 1751 et seq.) to release to appropriate officials administering the supplemental nutrition assistance program such information as may be necessary to carry out this section."

Questions or concerns should be directed to your district administration or legal counsel.

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Is it ok that we share student information?

The screenshot shows the 'P-EBT UPLOAD PORTAL' interface. At the top left is the Washington State Department of Social & Health Services logo with the tagline 'Transforming lives'. The top right shows the user 'Ezra Mills' and a 'Log Out' link. The main heading is 'DOCUMENT UPLOAD'. Below this is a 'Terms of Use' section with a 'Download Terms of Use' link. A red asterisk indicates required fields. The text explains that the user must use the site with confidence regarding district data and student privacy. A list of four points outlines the terms of use. At the bottom, there is a 'Select One' section with two radio buttons: 'I agree to the Terms of Use' (selected) and 'I do not agree to the Terms of Use'. Below this is a 'Signature*' field with a text input box. 'Cancel' and 'Next' buttons are at the bottom right.

P-EBT UPLOAD PORTAL Ezra Mills | Log Out

DOCUMENT UPLOAD

Terms of Use [Download Terms of Use](#)

* Red asterisk indicates required

We want you to use this site with confidence with regard to your district's data and your students' personal privacy, including how we collect, maintain and use this personal information.

Simply put:

1. We will not collect any personal information from you without your knowledge or consent.
2. We will not knowingly disclose your personal information to a third party, except as necessary for enrollment with DSHS or DSHS subcontractors as appropriate.
3. We will take any and all reasonable measures to protect the security of any personal information you provide. Please see how we protect this information here.
4. We will notify you if we ever suspect that the privacy of any personal information you provide may have been compromised.

Select One: *

☒ I agree to the Terms of Use ☐ I do not agree to the Terms of Use

Signature*

[Cancel](#) [Next](#)

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What if I have problems uploading my files?

WA.PEBT.Support@accenture.com

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When and how often do we have to report?



1. **Beginning of School – January: Report by March 8**
2. Retroactively: Every 2 months – details and dates to be announced later

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How Do Families Get P-EBT?

- There is no application.
- Benefits will be automatically **issued to eligible students** on a new EBT card sent to their household in the mail.
- Each eligible student will receive a separate card.



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How Much in Benefits Will Families Get?

➤ Benefits are equal to \$6.82 per day that eligibility conditions were met.

➤ Example:

Benefit level	Calculation	Dollar Amount
Level 5	$\$6.82 \times 18 \times 100\%$	\$122.76
Level 4	$\$6.82 \times 18 \times 80\%$	\$98.21
Level 3	$\$6.82 \times 18 \times 60\%$	\$73.66
Level 2	$\$6.82 \times 18 \times 40\%$	\$49.10
Level 1	$\$6.82 \times 18 \times 20\%$	\$24.55

➤ Benefit amounts could vary from one child in household to another.

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Who will answer family's questions?

P-EBT Contact Center

- ✓ 8am – 5pm PST Monday – Friday
- ✓ Q and A
- ✓ Escalation Process



This Photo by Unknown Author | CC BY-NC

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What about students without a permanent or current address?

Districts may choose to have students Benefit Cards sent to the district.

- ✓ Must receive approval from OSPI
- ✓ Develop process that:
 - Safeguards cards.
 - Internal controls.
 - Identifies individuals who have access to cards and authority to distribute.

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What if a family moves and needs to change their address?

- ✓ Call Center will direct families to district to update address (for subsequent reporting periods).
- ✓ Process TBD for benefits that have already been issued.

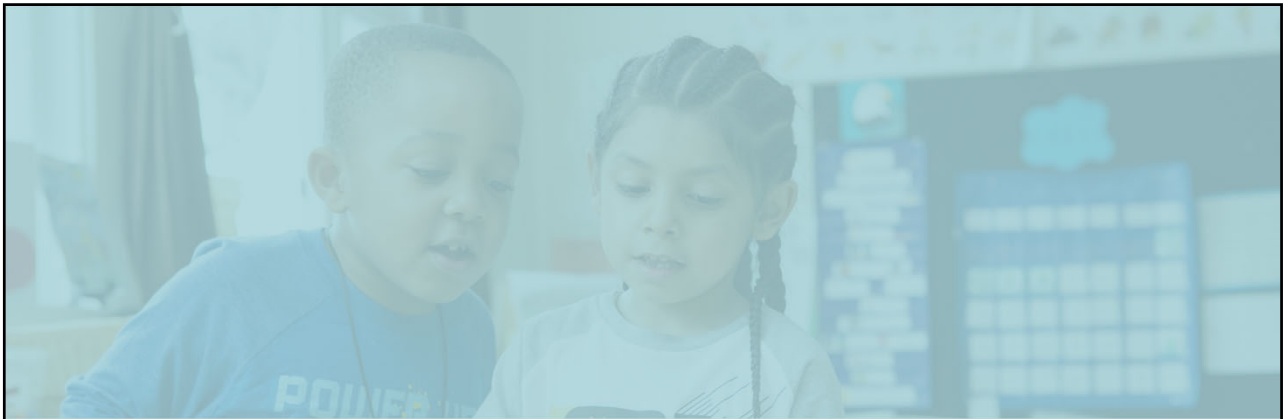


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What about families in Community Eligibility Provision (CEP) districts that don't want or need benefits?

- Information provided with card on how to decline benefits
- Benefits are not transferable
- Cannot be gifted or donated

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Promotion Materials

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Promo

The Ways to Promote P-EBT 2.0 Now Handout

- Released on Wednesday after FSD call
- Can help you get the word out to families – encourages address verification
- Outlines important reminders

Ways to Promote P-EBT 2.0 Now

- 1. Share Information with Internal District Partners ASAP**

There is lots of information forthcoming, and it will be coming rapidly. Please encourage your district partners to join us for our webinar on Friday. If people cannot attend the live session, we are recording it! A follow-up email will be sent early the week of 2/15.

[Register Here](#)
Date: Friday, February 12
Time: 11am – 12pm PT
- 2. Start an Outreach Campaign**

These draft social media posts can easily be edited for your audience and can be used for short flyers.

 - Pandemic EBT (P-EBT) is Back!**

Get money for meals missed by students at school this school year. There is no need to apply. Eligible families will get their benefits in the mail this March.

What do you need to do? It's easy – just make sure your address is up to date with us! [Insert district info here for families to update addresses](#)
 - Pandemic EBT: Who is Eligible?**

Did your child go to a K-12 school this school year that closed or had reduced hours due to the pandemic?


Is your child eligible for free or reduced-price school meals?

Then your child may be eligible for P-EBT this school year!

Has your family move in the past 2 years? Make sure your address is up to date! [Insert district info here for families to update addresses](#)
 - Have you heard about P-EBT?**

Get money for meals missed by students at school this school year. There is no need to apply. Eligible families will get their benefits in the mail this March.

What do you need to do? It's easy – just make sure your address is up to date with us! [Insert district info here for families to update addresses](#)

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Promo – Toolkit Coming Soon!

- Letters to Families – 3 versions**
 - Not all schools in district are eligible for P-EBT
 - All schools in district eligible for P-EBT
 - All schools and all student eligible – CEP and Provision 2 – Lunch
- Can be used as email and robocall script
 - These materials will be shared in upcoming weekly CNS Newsletters, the OSPI Bulletins, and to district communications staff.

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Promo – Toolkit Coming Soon!

2. Flyer

- Can be put in meal bags or sent home with homework
- Use for social media post

3. Social Media Posts - Post ideas and graphics divided into separate sections:

- Getting the word out (can be used at any time, particularly before March)
- Posts to go out in March
- Monthly reminders for benefits later in year

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Promo – Translations

OSPI is translating materials into the following languages:

1. Spanish
2. Russian
3. Vietnamese
4. Somali
5. Arabic
6. Ukrainian
7. Marshallese
8. Korean
9. Chinese – Mandarin (Simplified)
10. Punjabi

We will have a tagline on P-EBT materials directing families to contact the Accenture Contact Center for phone interpretation.

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Translation Requirements for Districts

1. Know the families you serve

7. Language Assistance

- Failing to provide language assistance services to Limited English Proficiency (LEP) persons, may be discrimination.
- Take reasonable steps to assure **meaningful access**.
- **Meaningful Access:** providing reasonable, timely, appropriate and competent language services at no cost to individuals with LEP.

Language Assistance

Factors to Consider:

- The number or proportion of LEP persons from a particular language group encountered in the population.
- The frequency with which LEP individuals come in contact with the program.
- The nature or importance of the program to people's lives.
- The resources available and costs.
- Who might be in your community that may want or need the information? Not only those you serve.

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Translation Requirements for Districts

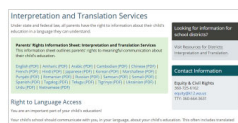
2. Offer essential information in languages you serve – either translated or interpreted

Language Assistance

Interpretation Services

- Offer interpreter whenever requested by parent or school staff.
- Do not use other children.

<https://www.k12.wa.us/policy-funding/equity-and-civil-rights/interpretation-and-translation-services>



Language Assistance

Qualities of an Appropriate, Competent Interpreter:

- Has an understanding of **specialized** terms
- Are trained on the **role** of an interpreter
- Are trained on the **ethics** of interpretation, AND
- Understand the need for **confidentiality**

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Translation Guidance

<https://www.k12.wa.us/policy-funding/equity-and-civil-rights/resources-school-districts-civil-rights-washington-schools/interpretation-and-translation>

Interpretation and Translation

Schools must communicate with all parents in a language they can understand. This includes notifying limited-English proficient parents - in a language they can understand - about all programs, services, and activities that are called to the attention of other parents.

Looking for information for families?

Visit Information for Families: Interpretation and Translation.

Relevant Laws & Guidance

- [Title VI regulations](#)
- [Chapter 28A.642 RCW](#)
- [Chapter 392-190 WAC](#)
- [OSPI Civil Rights Guidelines: Translation and Interpretation Services](#) (Note: These guidelines are currently under revision)
- [OSPI Bulletin B021-13 Civil Rights Requirements to Provide Interpretation and Translation Services \(PDF\)](#)
- [OCR Dear Colleague Letter: Ensuring English Learner Students Can Participate Meaningfully and Equally in Educational Programs \(2015\) \(PDF\)](#)
- [U.S. Department of Justice \(DOJ\) Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons \(2002\) \(PDF\)](#)

Language Access Planning

Developing a language access plan is critical to ensuring that your school district communicates effectively with families with limited-English proficiency.

- WSSDA model Language Access Plan: [Policy 4218](#) | [Procedure 4218P](#)
- [DOJ Language Access Assessment and Planning Tool for Federally Conducted and Federally Assisted Programs \(2011\) \(PDF\)](#)

Identifying Parents' Language Assistance Needs

School districts must have a process to determine parents' language needs, such as a home language survey or questions on an enrollment form about each parent's language needs. Make sure the enrollment form or home language survey is provided to every parent in a language they can understand.

- [OSPI Home Language Survey - in 37 languages](#)
- [Office of English Language Acquisition \(OELA\) English Learner Tool Kit: Ensuring Meaningful Communication with Limited English Proficient Students \(DECE\)](#)

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Translation Best Practices

1. Team up with District/ School equity or language access contact.
2. Provide an already translated tagline for families that may need interpretation services. Your district may already have something available.

Example: If you need this information in another language, please contact your school district at [district phone number].

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Questions?

Please contact
child.nutrition@k12.wa.us.



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