




STATE OF CONNECTICUT
DEPARTMENT OF EDUCATION



TO: Sponsors of the National School Lunch Program

FROM: Shannon K. Yearwood, Bureau Chief 
Bureau of Child Nutrition Programs

DATE: October 10, 2023

**SUBJECT: Operational Memorandum No. 01-24
Pandemic Electronic Benefit Transfer - Local Level Administrative Cost
Grant for Fiscal Year 2023**

In addition to the 100 percent funding made available for State Pandemic Electronic Benefit Transfer (P-EBT) administrative costs under Section 4601 of the Continuing Appropriations Act, 2021 and Other Extensions Act and pursuant to federal Public Laws 116-159 and 116-260, the U.S. Department of Agriculture (USDA) Food and Nutrition Service (FNS) extended FY 2023 P-EBT Local Level Administrative Cost Grant Awards to Child Nutrition (CN) state agencies for the purpose of reimbursing local sponsors for administrative costs incurred in support of P-EBT. These grant funds may be used to reimburse allowable local level P-EBT costs upon approval of the state's P-EBT operational plan.

FNS provided optional strategies with the intent of simplifying the administration of this grant. The Connecticut State Department of Education (CSDE) opted into Flexibility 1, which provided a simplified methodology to determine the amount of administrative funding to support local level activities associated with P-EBT. These activities include, but are not limited to, reporting student-level or school level learning models to the CSDE, fielding questions from the community, and collecting and processing applications solely for P-EBT.

The simplified method utilizes FNS's research into the cost structure of school meal programs to provide an estimate of the costs of these local activities in lieu of collecting itemized cost information.

FNS developed the three simplified payment amounts below, which are scaled utilizing the distribution of P-EBT eligible children in school food authorities (SFAs).

Number of P-EBT eligible children per SFA approved site	Streamlined funding amount per SFA approved site
Less than 1,000	\$ 653.00
1,001-5,000	\$ 3,256.00
5,001-1,000,000 +	\$ 6,180.00

Attached is the list of SFAs eligible to receive payments through the P-EBT Local Level Administrative Cost Grant. The full reimbursement payment will be distributed to SFAs in one payment with the CSDE coding description of “**Emergency Operating Costs Reimb (PEBT).**”

These funds are not restricted to the nonprofit school food service account and should be used to offset the SFA’s administrative costs incurred associated with P-EBT benefits.

For questions or additional information, please contact **Shannon Yearwood** at shannon.yearwood@ct.gov or **Susan Alston** at susan.alston@ct.gov.

SKY:saa

Attachment.

This is a numbered Connecticut State Department of Education (CSDE) operational memorandum that contains important program information. Please read carefully and retain for future reference. All CSDE operational memoranda are posted on the CSDE’s [Operational Memoranda for the School Child Nutrition Programs](#) webpage.

List of Calculated Payments for Pandemic Electronic Benefit Transfer (P-EBT) Local Level Administrative Cost Grant

This list includes the calculated payment amounts that eligible school food authorities (SFA) will receive to assist with the administrative costs associated with Pandemic Electronic Benefit Transfer (P-EBT). For more information, refer to the Connecticut State Department of Education's (CSDE) Operational Memorandum No. 01-24: *Pandemic Electronic Benefit Transfer Local Level Administrative Cost Grant for Fiscal Year 2023*.

Sponsor ID	Sponsor name	Consolidated total
00200	Ansonia School District	\$ 3,918.00
00300	Ashford School District	\$ 653.00
00400	Avon School District	\$ 3,265.00
00700	Berlin School District	\$ 3,265.00
00800	Bethany School District	\$ 653.00
00900	Bethel School District	\$ 3,265.00
01100	Bloomfield School District	\$ 4,571.00
01200	Bolton School District	\$ 1,306.00
01300	Bozrah School District	\$ 653.00
01400	Branford School District	\$ 3,265.00
01500	Bridgeport School District	\$ 40,441.00
01700	Bristol School District	\$ 8,489.00
01800	Brookfield School District	\$ 2,612.00
02200	Canterbury School District	\$ 1,306.00
02300	Canton School District	\$ 1,959.00
02400	Chaplin School District	\$ 1,306.00
02500	Cheshire School District	\$ 4,571.00
02600	Chester School District	\$ 653.00
02700	Clinton School District	\$ 1,959.00
02800	Colchester School District	\$ 2,612.00
03200	Coventry School District	\$ 3,265.00
03300	Cromwell School District	\$ 2,612.00
03400	Danbury School District	\$ 16,969.00
03600	Deep River School District	\$ 653.00
03700	Derby School District	\$ 2,612.00
04100	East Haddam School District	\$ 1,959.00

List of Calculated Payments for P-EBT Local Level Administrative Cost Grant

Sponsor ID	Sponsor name	Consolidated total
04200	East Hampton School District	\$ 3,265.00
04300	East Hartford School District	\$ 11,745.00
04400	East Haven School District	\$ 5,224.00
04500	East Lyme School District	\$ 3,265.00
04700	East Windsor School District	\$ 1,959.00
04800	Ellington School District	\$ 3,265.00
04900	Enfield School District	\$ 5,224.00
04903	St. Bernard School-Enfield	\$ 653.00
05000	Essex School District	\$ 653.00
05100	Fairfield School District	\$ 11,101.00
05200	Farmington School District	\$ 4,571.00
05400	Glastonbury School District	\$ 5,877.00
05600	Granby School District	\$ 2,612.00
05700	Greenwich School District	\$ 9,795.00
05800	Griswold School District	\$ 3,265.00
05900	Groton School District	\$ 4,571.00
06000	Guilford School District	\$ 4,571.00
06200	Hamden School District	\$ 8,489.00
06400	Hartford School District	\$ 31,335.00
06500	Hartland School District	\$ 653.00
06700	Hebron Public Schools	\$ 1,306.00
06800	Kent School District	\$ 653.00
06900	Killingly School District	\$ 3,265.00
06901	St. James School-Danielson	\$ 653.00
07100	Lebanon School District	\$ 1,959.00
07200	Ledyard School District	\$ 3,265.00
07300	Lisbon School District	\$ 653.00
07700	Manchester School District	\$ 13,704.00
07800	Mansfield School District	\$ 2,612.00
07900	Marlborough School District	\$ 653.00
08000	Meriden School District	\$ 13,695.00
08300	Middletown School District	\$ 6,530.00
08400	Milford School District	\$ 8,489.00

List of Calculated Payments for P-EBT Local Level Administrative Cost Grant

Sponsor ID	Sponsor name	Consolidated total
08401	Boys & Girls Village, Inc.	\$ 653.00
08500	Monroe School District	\$ 2,612.00
08600	Montville School District	\$ 3,265.00
08800	Naugatuck School District	\$ 5,877.00
08900	New Britain School District	\$ 15,010.00
09100	New Fairfield School District	\$ 1,306.00
09200	New Hartford School District	\$ 1,959.00
09300	New Haven School District	\$ 31,988.00
09316	Yeshiva Gedolah Rabbinical Institute of New England	\$ 1,306.00
09400	Newington School District	\$ 4,571.00
09500	New London School District	\$ 4,571.00
09600	New Milford School District	\$ 3,265.00
09700	Newtown School District	\$ 3,918.00
09900	North Branford School District	\$ 2,612.00
10000	North Canaan School District	\$ 653.00
10100	North Haven School District	\$ 3,918.00
10200	North Stonington School District	\$ 1,306.00
10300	Norwalk School District	\$ 18,275.00
10400	Norwich School District	\$ 7,183.00
10401	Sacred Heart School-Taftville	\$ 653.00
10600	Old Saybrook School District	\$ 1,959.00
10700	Orange School District	\$ 2,612.00
10800	Oxford School District	\$ 2,612.00
10900	Plainfield School District	\$ 3,918.00
11000	Plainville School District	\$ 3,265.00
11100	Plymouth School District	\$ 2,612.00
11300	Portland School District	\$ 2,612.00
11400	Preston School District	\$ 1,306.00
11600	Putnam School District	\$ 1,959.00
11800	Ridgefield School District	\$ 5,224.00
11900	Rocky Hill School District	\$ 3,918.00
12100	Salem School District	\$ 653.00
12200	Salisbury School District	\$ 653.00

List of Calculated Payments for P-EBT Local Level Administrative Cost Grant

Sponsor ID	Sponsor name	Consolidated total
12400	Seymour School District	\$ 2,612.00
12500	Sharon School District	\$ 653.00
12600	Shelton School District	\$ 5,224.00
12800	Simsbury School District	\$ 4,571.00
13100	Southington School District	\$ 7,183.00
13200	South Windsor School District	\$ 3,918.00
13300	Sprague School District	\$ 653.00
13400	Stafford School District	\$ 2,612.00
13500	Stamford School District	\$ 19,572.00
13700	Stonington School District	\$ 2,612.00
13800	Stratford School District	\$ 9,142.00
13900	Suffield School District	\$ 2,612.00
14000	Thomaston School District	\$ 1,959.00
14100	Thompson School District	\$ 1,959.00
14200	Tolland School District	\$ 2,612.00
14300	Torrington School District	\$ 6,521.00
14400	Trumbull School District	\$ 5,877.00
14600	Vernon School District	\$ 4,571.00
14700	Voluntown School District	\$ 653.00
14800	Wallingford School District	\$ 8,489.00
15100	Waterbury School District	\$ 30,655.00
15114	Children's Community School	\$ 653.00
15118	Congregation K'Tana of Waterbury	\$ 653.00
15160	Congregation Durham Heights	\$ 653.00
15200	Waterford School District	\$ 3,265.00
15300	Watertown School District	\$ 3,918.00
15400	Westbrook School District	\$ 1,959.00
15500	West Hartford School District	\$ 10,448.00
15600	West Haven School District	\$ 9,786.00
15900	Wethersfield School District	\$ 6,530.00
16000	Willington School District	\$ 1,306.00
16200	Winchester School District	\$ 1,306.00
16300	Windham School District	\$ 4,571.00

List of Calculated Payments for P-EBT Local Level Administrative Cost Grant

Sponsor ID	Sponsor name	Consolidated total
16400	Windsor School District	\$ 4,571.00
16500	Windsor Locks School District	\$ 2,612.00
16600	Wolcott School District	\$ 3,265.00
16700	Woodbridge School District	\$ 653.00
16900	Woodstock School District	\$ 1,306.00
20100	Regional School District 01	\$ 1,959.00
20400	Regional School District 04	\$ 1,306.00
20500	Regional School District 05	\$ 1,959.00
20700	Regional School District 07	\$ 653.00
20800	Regional School District 08	\$ 1,306.00
20900	Regional School District 09	\$ 3,265.00
21000	Regional School District 10	\$ 2,612.00
21300	Regional School District 13	\$ 3,265.00
21400	Regional School District 14	\$ 2,612.00
21500	Regional School District 15	\$ 4,571.00
21600	Regional School District 16	\$ 2,612.00
21700	Regional School District 17	\$ 3,265.00
21800	Regional School District 18	\$ 2,612.00
24100	Capitol Region Education Council (CREC)	\$ 5,877.00
24200	EdAdvance	\$ 11,101.00
24400	Area Cooperative Educational Services (ACES)	\$ 4,571.00
24500	LEARN	\$ 4,571.00
25300	Eastern Connecticut Regional Educational Service Center	\$ 6,530.00
26400	Integrated Day Charter School District	\$ 653.00
26500	Interdistrict School for Arts and Communication District	\$ 653.00
26800	Common Ground High School District	\$ 653.00
26900	The Bridge Academy District	\$ 653.00
27900	Amistad Academy District	\$ 1,959.00
28000	New Beginnings Inc Family Academy District	\$ 653.00
28300	Park City Prep Charter School District	\$ 653.00
28500	Achievement First Bridgeport Academy District	\$ 1,959.00
28600	Highville Charter School District	\$ 653.00
28900	Elm City College Preparatory School District	\$ 1,959.00

List of Calculated Payments for P-EBT Local Level Administrative Cost Grant

Sponsor ID	Sponsor name	Consolidated total
29000	Brass City Charter School District	\$ 653.00
29400	Great Oaks Charter School District	\$ 653.00
29600	Stamford Charter School for Excellence District	\$ 653.00
29700	Capital Preparatory Harbor School District	\$ 1,306.00
30101	Connecticut Technical Education & Career System (CTECS)	\$ 11,101.00
33602	Department of Correction	\$ 1,306.00
34701	Department of Children and Families	\$ 1,306.00
35701	Judicial Department	\$ 1,306.00
90100	Norwich Free Academy	\$ 3,909.00
90200	The Gilbert School	\$ 653.00
97201	Children's Center	\$ 653.00
97301	Adelbrook, Inc. - The Children's Home	\$ 653.00
98101	Waterford Country School	\$ 653.00
98601	Klingberg Family Center	\$ 653.00
Total:		\$ 729,194.00

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