

Determining Eligibility Resource List for Module 2: Processing Applications

This document contains the resources for module 2 of the Connecticut State Department of Education's (CSDE) training program, *Determining Eligibility in the School Nutrition Programs, Summer Food Service Program, and S-EBT*. This training program is a series of recorded modules that provide comprehensive guidance on complying with the U.S. Department of Agriculture (USDA) regulations for determining a child's eligibility for free or reduced-price meals or free milk in the [school nutrition programs](#), free meals in the [Summer Food Service Program \(SFSP\)](#), and S-EBT. To access the training modules, visit the "[Determining Eligibility Training](#)" section of the CSDE's Eligibility for Free and Reduced-price Meals and Free Milk in School Nutrition Programs webpage.

[Application Addenda](#) (CSDE's Eligibility for Free and Reduced-price Meals and Free Milk in School Nutrition Programs (CSDE webpage):

<https://portal.ct.gov/sde/nutrition/eligibility-for-free-and-reduced-price-meals-and-free-milk-in-school-nutrition-programs/application-forms#Addenda>

[Carryover versus Transfer of a Child's Meal Eligibility in the School Nutrition Programs](#) (CSDE):

https://portal.ct.gov/-/media/sde/nutrition/nslp/forms/freered/carryover_vs_transfer_of_child_eligibility_snp.pdf

[Civil Rights for Child Nutrition Programs](#) (CSDE webpage):

<https://portal.ct.gov/sde/nutrition/civil-rights-for-child-nutrition-programs>

[Civil Rights: Your Responsibilities in the School Nutrition Programs](#) (CSDE PowerPoint):

https://portal.ct.gov/-/media/sde/nutrition/civilrights/civil_rights_snp_presentation.pptx

[Common Acronyms and Abbreviations for Determining Eligibility in the School Nutrition Programs and Summer Food Service Program](#) (CSDE):

https://portal.ct.gov/-/media/sde/nutrition/nslp/forms/freered/acronyms_abbreviations_determining_eligibility_snp_sfsp.pdf

[County Assignments for School Nutrition Programs](#) (CSDE):

<https://portal.ct.gov/-/media/sde/nutrition/cnstaff/countyassign.pdf>

[Determining Eligibility in the School Nutrition Programs, Summer Food Service Program, and S-EBT](#) ("Determining Eligibility Training" section of CSDE's Eligibility for Free and Reduced-price Meals and Free Milk in School Nutrition Programs webpage):

<https://portal.ct.gov/sde/nutrition/eligibility-for-free-and-reduced-price-meals-and-free-milk-in-school-nutrition-programs/determining-eligibility-training>

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[Determining Foster Children's Eligibility for Free Meals or Milk in the School Nutrition Programs and Summer Food Service Program](#) (CSDE):

https://portal.ct.gov/-/media/sde/nutrition/nslp/forms/freered/foster_children_eligibility_snp_sfsp.pdf

[Edit Check Forms](#) (CSDE's Meal Counting and Claiming for School Nutrition Programs):

<https://portal.ct.gov/sde/nutrition/meal-counting-and-claiming-for-school-nutrition-programs/edit-check-forms>

[Eligibility Manual for School Meals](#) (USDA):

https://portal.ct.gov/-/media/sde/nutrition/nslp/forms/freered/usda_eligibility_manual.pdf

[Guidance for Notifying Parents of a Child's Eligibility for Free or Reduced-price Meals](#) (CSDE):

https://portal.ct.gov/-/media/sde/nutrition/nslp/forms/freered/guidance_notifying_parents_child_eligibility_free_reduced_meals.pdf

[Income Guidelines for School Nutrition Programs](#) (CSDE's Income Guidelines for Child Nutrition Programs webpage):

<https://portal.ct.gov/sde/nutrition/income-guidelines-for-child-nutrition-programs/income-guidelines-for-school-nutrition-programs>

[Meal Counting and Claiming for School Nutrition Programs](#) (CSDE webpage):

https://portal.ct.gov/-/media/sde/nutrition/nslp/forms/mealcount/overview_meal_counting_claiming_snp.pdf

[Operational Memorandum 13-22: Carryover of a Student's Eligibility for School Year 2022-23:](#)

<https://portal.ct.gov/-/media/sde/nutrition/nslp/memos/om2022/om13-22.pdf>

[Overview of Meal Counting and Claiming Process for Connecticut School Nutrition Programs](#) (CSDE):

https://portal.ct.gov/-/media/sde/nutrition/nslp/forms/mealcount/overview_meal_counting_claiming_snp.pdf

[Policy Statement for Free and Reduced-price Meals in the National School Lunch Program \(NSLP\), School Breakfast Program \(SBP\), and Afterschool Snack Program \(ASP\) or Free Milk in the Special Milk Program \(SMP\)](#) (CSDE):

https://portal.ct.gov/-/media/sde/nutrition/nslp/forms/freered/policy_statement_free_reduced_meals_asp_free_milk.pdf

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[Procedures for Processing Free and Reduced-price Meal Applications with a SNAP or TFA Number](#) (CSDE):

https://portal.ct.gov/-/media/sde/nutrition/nslp/forms/freered/processing_free_reduced_applications_snap_tfa_number.pdf

[Records Retention Requirements for the School Nutrition Programs](#) (CSDE):

https://portal.ct.gov/-/media/sde/nutrition/nslp/adminrev/records_retention_snp.pdf

[Reimbursement Rates for Child Nutrition Programs](#) (CSDE webpage):

<https://portal.ct.gov/sde/nutrition/reimbursement-rates-for-child-nutrition-programs>

[Sample Letter of Verification Results and Adverse Action for Income Households](#) (“Forms” section of CSDE’s Verification Procedures for School Nutrition Programs):

<https://portal.ct.gov/sde/nutrition/verification-procedures-for-school-nutrition-programs/forms#VerificationResults>

[USDA Memo SP 50-2011, CACFP 27-2011 and SFSP20-2011: Free and Reduced-Price Meal Applications – Requests for Additional Information:](#)

<https://www.fns.usda.gov/cn/free-and-reduced-price-meal-applications-requests-additional-information>



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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) 256-1665 or (202) 690-7442; or
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