

Determining Eligibility Resource List for Module 3: Direct Certification

This document contains the resources for module 3 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.

[Connecticut LEA Homeless Liaison Catalog](#) (CSDE):

<https://portal.ct.gov/sde/homeless/homeless-education/how-to>

[Considerations for Direct Certification with Husky A \(Medicaid\)](#) (CSDE):

https://portal.ct.gov/-/media/sde/nutrition/nslp/directcert/considerations_direct_certification_medicaid.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>

[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

[Direct Certification for School Nutrition Programs](#) (CSDE webpage):

<https://portal.ct.gov/sde/nutrition/direct-certification/documents>

[Direct Certification Upload Process for Private Schools](#) (CSDE):

https://portal.ct.gov/-/media/sde/nutrition/nslp/directcert/direct_certification_upload_private_schools.pdf

[Direct Certification Web Application](#) (CSDE webpage):

<https://portal.ct.gov/sde/nutrition/direct-certification>

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[Direct Certification with Medicaid: Steps to Consider when Working with Point-of-Sale \(POS\)](#)

[Software Companies](#) (CSDE):

https://portal.ct.gov/-/media/sde/nutrition/nslp/directcert/direct_certification_medicaid_steps_pos_software.pdf

[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>

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

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

[Important Reminders for Completing Direct Certification](#) (CSDE):

https://portal.ct.gov/-/media/sde/nutrition/nslp/directcert/important_reminders_completing_direct_certification.pdf

[Income Guidelines for Determining Eligibility for Free and Reduced-price Meals or Free Milk in the School Nutrition Programs](#) (CSDE):

https://portal.ct.gov/-/media/sde/nutrition/nslp/forms/freered/income_guidelines_snp.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>

[Knowledge Check for Module 3: Direct Certification: DC or Not DC](#) (CSDE):

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

[Module 3 Worksheet: DC or Not DC](#) (CSDE):

https://portal.ct.gov/-/media/sde/nutrition/training/determiningeligibility/determining_eligibility_worksheet_module_3_dc_not_dc.pdf

[Answer Key for Module 3 Worksheet: DC or Not DC](#) (CSDE):

https://portal.ct.gov/-/media/sde/nutrition/training/determiningeligibility/determining_eligibility_worksheet_module_3_dc_not_dc_answer_key.pdf

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[Parent/Guardian Notification Letters](https://portal.ct.gov/sde/nutrition/eligibility-for-free-and-reduced-price-meals-and-free-milk-in-school-nutrition-programs/parent-and-guardian-notification-letters) (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/parent-and-guardian-notification-letters>

[Records Retention Requirements for the School Nutrition Programs](https://portal.ct.gov/-/media/sde/nutrition/nslp/adminrev/records_retention_snp.pdf) (CSDE):
https://portal.ct.gov/-/media/sde/nutrition/nslp/adminrev/records_retention_snp.pdf



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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
3. email: program.intake@usda.gov

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