



Arizona Department of Education
Health & Nutrition Services Division

HNS # 18-2021

MEMORANDUM

To: School Food Authorities Operating the National School Lunch Program
From: Melissa Conner, Associate Superintendent
Date: July 8, 2021
Subject: Summer 2021 Pandemic-Electronic Benefit Transfer

Original Signed

The purpose of this memorandum is to announce the availability of Pandemic-Electronic Benefit Transfer (P-EBT) for summer 2021. The American Rescue Plan Act of 2021 amends the Families First Coronavirus Response Act to extend the P-EBT program through the summer of 2021. The United States Department of Agriculture (USDA) has approved the Arizona Department of Economic Security (DES) to administer Summer P-EBT in partnership with the Arizona Department of Education (ADE). As an extension of School Year 2020-2021 (SY 20-21) P-EBT, Summer P-EBT will be available to:

- All children who received P-EBT benefits during the 2020-2021 school year and who were still enrolled in the school in the last month of the school year;
- All children who were eligible for free or reduced-price school meals but did not receive P-EBT benefits because they attended a school in person and had access to a meal service at school and who were still enrolled in the school in the last month of the school year; and
- All children who are determined newly eligible for free or reduced-price meals when school is no longer in session during the *covered summer period* of June 1, 2021 through July 30, 2021.

Because the covered summer period is an extension of the school year, this includes children who graduated at the end of the school year and students who transferred into the school during the last month of school.

The standard Summer P-EBT benefit for all eligible children is \$375 and will be issued by DES in a one-time payment beginning in mid-August 2021. Payment will be added to the household's current P-EBT or EBT card. Benefit issuance for children newly determined eligible during the covered summer period will begin in September 2021. DES will send a welcome letter to families with instructions on how to access their new P-EBT card.

Summer P-EBT is a complement to meals provided to children through the Summer Food Service Program (SFSP). Students who receive Summer P-EBT benefits are still eligible to receive free meals at an SFSP-participating site.

Children already determined to be eligible for Summer P-EBT

Summer P-EBT is an extension of P-EBT in SY 20-21; therefore, families of children who received school P-EBT will continue to receive a P-EBT benefit during the summer if the child was still enrolled during the last month of the academic school year. P-EBT student eligibility during SY 20-21 can be referenced in [HNS 08-2021: Pandemic-Electronic Benefit Transfer \(P-EBT\) in SY 20-21](#).

Families should be advised that a school meal application *for purposes of Summer P-EBT* is not necessary. These families should, however, be encouraged to submit school meal applications for SY 21-22, in accordance with guidance provided in [HNS 17-2021: Collecting Free and Reduced-Price Meal Applications in School Year 2021-2022](#).

Children newly determined as eligible for Summer P-EBT

Per USDA, students not yet determined eligible for free or reduced-priced meals during SY 20-21 must have an opportunity to establish their eligibility during the covered summer period through a school meal application. SFAs should notify families that the SY 21-22 school meal application will be used to determine Summer P-EBT eligibility if submitted to the school on or before July 30, 2021. It should be communicated to households that applications received during the covered summer period will only provide eligibility for Summer P-EBT and will not be retroactively eligible for School P-EBT benefits provided for August 2020-May 2021.

School Food Authorities (SFAs) are encouraged to maintain a minimum work force to continue their school meal application processes *through the summer*. If SFAs are unable to provide staffing until after the covered summer period, SFAs have the option to process applications when staffing can resume. If a school does not staff during the summer and a household has difficulty accessing the school meal application at the school, families will be instructed to use the generic school meal application template posted on the [Arizona P-EBT Benefits DES webpage](#) to complete and return to the school the child was enrolled in during the last month of SY 20-21. DES nor ADE will collect applications from households. Applications must be received at the school on or before July 30, 2021, to be eligible for Summer P-EBT. If the SFA is not able to confirm that the applications were received on or before July 30, the SFA is instructed to refer to the date recorded by the parent/guardian on the school meal application next to the signature field.

Submitting Data for Newly Determined Eligible Students

SFAs will submit a student data file to ADE that reports all students determined newly eligible for Summer P-EBT. The file is due to ADE no later than August 27, 2021, which will allow SFAs time to process applications received prior to July 30, but that were not able to be processed until school started. Specific instructions on submitting the information for newly determined eligible students for Summer P-EBT issuance is forthcoming and will be shared with SFAs in an official memorandum.

P-EBT Local Level Administrative Cost Grant Awards

ADE wants to remind SFAs of the of funding provided for P-EBT administrative costs, such as labor hours for processing school meal applications, through the P-EBT Local Level Administrative Cost Grant. Schools will receive a lump sum payment calculated by ADE using the criteria described in [HNS 16-2021: P-EBT Local Level Administrative Cost Grant Awards](#).

If you have questions concerning this guidance, contact ADE's direct P-EBT customer service line at 602-542-8700, option 4, or email PEBTinbox@azed.gov.

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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;
2. fax: (202) 690-7442; or
3. email: program.intake@usda.gov.

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