

Louisiana Believes

Community Eligibility Provision (CEP): Monthly Estimator Tool

PRESENTATION GOALS

- How to use the CEP Estimator
 - Tool used to estimate the level of Federal reimbursement received under the CEP

GETTING STARTED

- Where to find the tool:
 - USDA Community Eligibility Provision Resource Center (<https://www.fns.usda.gov/community-eligibility-provision-resource-center>) under “Is CEP Right for You?”
- Instructions included in the tool

INFORMATION NEEDED TO COMPLETE THE TOOL

- Total number of identified students* as of April 1 (DC students, homeless/migrant/runaway students, Head Start/Even Start students, foster students)
- Total student enrollment* as of April 1
- Free and paid reimbursement rates for NSLP and SBP (without the \$0.06)
- Total number of lunch and breakfast meals* for one claim month
- Optional: current monthly Federal reimbursement and student payments revenue (if applicable)

*for the entire SFA or only the sites considering CEP (cluster)

CEP MONTHLY ESTIMATOR

| Community Eligibility Provision (CEP) Monthly Federal Reimbursement Estimator <i>Use to <u>estimate</u> the level of Federal reimbursement received under the CEP</i> | | | | | | | | | | | | | | | | | |
|---|--|---|--|------|-----|---|---|--|---|---|--|--|---|--|--|---|--|
| District Name: | | | | | | | | | | | | | | | | | |
| Step 1: Calculating the Identified Student Percentage If grouping schools, use the grouping calculator to assist in determining 1.1 and 1.2. | | | | | | | | | | | | | | | | | |
| Enter the number of identified students and enrolled students that is reflective of April 1 st in 1.1 and 1.2 | Click to define: Identified Students | | | | | | | | | | | | | | | | |
| 1.1) Enter the number of identified students | | | | | | | | | | | | | | | | | |
| 1.2) Enter the TOTAL student enrollment | | | | | | | | | | | | | | | | | |
| Percentage of identified students = | 0.00% | | | | | | | | | | | | | | | | |
| <i>**This percentage must be at least 40% to be eligible**</i> | | | | | | | | | | | | | | | | | |
| Percentage of meals reimbursed at the Federal FREE rate = | 0.00% | | | | | | | | | | | | | | | | |
| Percentage of meals reimbursed at the Federal PAID rate = | 0.00% | | | | | | | | | | | | | | | | |
| Step 2: Federal Reimbursement Rates Select the current reimbursement rates used for each program (without the \$0.06). The additional \$0.06 is applied in the next box | | | | | | | | | | | | | | | | | |
| | Lunch Free <input type="text" value="0"/> <input type="button" value="v"/> Paid <input type="text" value="0"/> <input type="button" value="v"/> | Breakfast Free <input type="text" value="0"/> <input type="button" value="v"/> Paid <input type="text" value="0"/> <input type="button" value="v"/> | | | | | | | | | | | | | | | |
| Select "\$0.06" if the SFA is certified for the additional \$0.06. | | | | | | | | | | | | | | | | | |
| <input type="text" value="\$-"/> <input type="button" value="v"/> | | | | | | | | | | | | | | | | | |
| Estimated CEP Monthly Federal Reimbursements | | | | | | | | | | | | | | | | | |
| Reimbursement for LUNCH = | | \$0.00 | | | | | | | | | | | | | | | |
| Reimbursement for BREAKFAST = | | \$0.00 | | | | | | | | | | | | | | | |
| Total Reimbursement Level = | | \$0.00 | | | | | | | | | | | | | | | |
| Federal Reimbursement per LUNCH = | | \$0.00 | | | | | | | | | | | | | | | |
| Federal Reimbursement per BREAKFAST = | | \$0.00 | | | | | | | | | | | | | | | |
| Optional Comparison: Enter current monthly Federal reimbursements and student payment revenue | | | | | | | | | | | | | | | | | |
| LUNCH = | | | | | | | | | | | | | | | | | |
| BREAKFAST = | | | | | | | | | | | | | | | | | |
| LUNCH Difference = | | | | | | | | | | | | | | | | | |
| BREAKFAST difference = | | | | | | | | | | | | | | | | | |
| Total Difference | | | | | | | | | | | | | | | | | |
| Step 3: Monthly Meal Data Enter in the number of LUNCHES and/or BREAKFASTS served in a month in 3.1 and 3.2 | | | | | | | | | | | | | | | | | |
| 3.1) Enter the total number of LUNCHES served in a month: | | | | | | | | | | | | | | | | | |
| 3.2) Enter the total number of BREAKFASTS served in a month: | | | | | | | | | | | | | | | | | |
| Total number of MEALS served in a month: | | 0 | | | | | | | | | | | | | | | |
| Step 4: Anticipated Participation Change due to serving all FREE meals (for example enter 2 for 2%): | | | | | | | | | | | | | | | | | |
| | | <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;"></th> <th style="width: 25%; text-align: center;">NLSP</th> <th style="width: 25%; text-align: center;">SBP</th> </tr> </thead> <tbody> <tr> <td style="padding: 5px;">Total number of LUNCHES reimbursed at FREE rate =</td> <td style="text-align: center;">0</td> <td></td> </tr> <tr> <td style="padding: 5px;">Total number of LUNCHES reimbursed at the PAID rate =</td> <td style="text-align: center;">0</td> <td></td> </tr> <tr> <td style="padding: 5px;">Total number of BREAKFASTS reimbursed at FREE rate =</td> <td style="text-align: center;">0</td> <td></td> </tr> <tr> <td style="padding: 5px;">Total number of BREAKFASTS reimbursed at the PAID rate =</td> <td style="text-align: center;">0</td> <td></td> </tr> </tbody> </table> | | NLSP | SBP | Total number of LUNCHES reimbursed at FREE rate = | 0 | | Total number of LUNCHES reimbursed at the PAID rate = | 0 | | Total number of BREAKFASTS reimbursed at FREE rate = | 0 | | Total number of BREAKFASTS reimbursed at the PAID rate = | 0 | |
| | NLSP | SBP | | | | | | | | | | | | | | | |
| Total number of LUNCHES reimbursed at FREE rate = | 0 | | | | | | | | | | | | | | | | |
| Total number of LUNCHES reimbursed at the PAID rate = | 0 | | | | | | | | | | | | | | | | |
| Total number of BREAKFASTS reimbursed at FREE rate = | 0 | | | | | | | | | | | | | | | | |
| Total number of BREAKFASTS reimbursed at the PAID rate = | 0 | | | | | | | | | | | | | | | | |
| CEP Difference: This section displays the estimated difference between operating CEP and the current Federal reimbursements and student payments (if applicable). If the differences boxes are green then CEP will generate the same or more Federal revenue, if the box is red then current procedures generate higher Federal Revenue | | | | | | | | | | | | | | | | | |

COMPLETING THE TOOL: STEP ONE

Community Eligibility Provision (CEP) Monthly Federal Reimbursement Estimator

Use to **estimate** the level of Federal reimbursement received under the CEP

District Name:

Step 1: Calculating the Identified Student Percentage

If grouping schools, use the grouping calculator to assist in determining 1.1 and 1.2.

Enter the number of identified students and enrolled students that is reflective of April 1st in 1.1 and 1.2

[Click to define: Identified Students](#)

1.1) Enter the number of identified students

1.2) Enter the TOTAL student enrollment

Percentage of identified students = 0.00%

****This percentage must be at least 40% to be eligible****

Percentage of meals reimbursed at the Federal FREE rate = 0.00%

Percentage of meals reimbursed at the Federal PAID rate = 0.00%

1.1 Enter total number of identified students for the entire SFA or cluster as of April 1

1.2 Enter the total student enrollment for the entire SFA or cluster as of April 1

Find these numbers in the CNP site under SFS/CEP Participation/Worksheet/CEP Elections (2018)/CEP Worksheet - 2018

COMPLETING THE TOOL: STEP TWO

Step 2: Federal Reimbursement Rates
Select the current reimbursement rates used for each program (without the \$0.06). The additional \$0.06 is applied in the next box

| | <u>Lunch</u> | <u>Breakfast</u> |
|------|------------------------------------|------------------------------------|
| Free | 0 <input type="button" value="v"/> | 0 <input type="button" value="v"/> |
| Paid | 0 <input type="button" value="v"/> | 0 <input type="button" value="v"/> |

Select "\$0.06" if the SFA is certified for the additional \$0.06.

\$-

2. Use the drop down menus to select your current free and paid reimbursement rates for NSLP and SBP

Select the "\$0.06" if the SFA is 6-cent certified

| Estimated CEP Monthly Federal Reimbursements | |
|---|--------|
| Reimbursement for LUNCH = | \$0.00 |
| Reimbursement for BREAKFAST = | \$0.00 |
| Total Reimbursement Level= | \$0.00 |
| Federal Reimbursement per LUNCH= | \$0.00 |
| Federal Reimbursement per BREAKFAST= | \$0.00 |

Find the reimbursement rates in the Claim for Reimbursement in the CNP site or use the Reimbursement Rates tab in the tool to calculate

COMPLETING THE TOOL: STEP THREE

| Step 3: Monthly Meal Data | |
|--|---|
| <i>Enter in the number of LUNCHES and/or BREAKFASTS served in a month in 3.1 and 3.2</i> | |
| 3.1) Enter the total number of LUNCHES served in a month: | |
| 3.2) Enter the total number of BREAKFASTS served in a month: | |
| Total number of MEALS served in a month: | 0 |

3.1 Enter the total number of lunches served for the entire SFA or cluster

3.2 Enter the total number of breakfasts served for the entire SFA or cluster

Find the total lunches and breakfasts served in a month in the CNP site by selecting a submitted Claim for Reimbursement (SFS/Claims/View Claims) and scrolling to the bottom for the TOTAL MEALS CLAIMED (orange box)

COMPLETING THE TOOL: STEP FOUR

| Step 4: Anticipated Participation Change due to serving all FREE meals (for example enter 2 for 2%): | <i>NLSP</i> | <i>SBP</i> |
|---|-------------|------------|
| Total number of LUNCHES reimbursed at FREE rate= | 0 | |
| Total number of LUNCHES reimbursed at the PAID rate= | 0 | |
| Total number of BREAKFASTS reimbursed at FREE rate= | 0 | |
| Total number of BREAKFASTS reimbursed at the PAID rate= | 0 | |

4. Enter the estimated percent change in participation (+ or -) for NSLP and/or SBP

Complete this step if you think participation will increase or decrease due to all meals being served free

The [CEP Evaluation Study](#) found an estimated average increase in participation of:
 5% for NSLP
 9.4% for SBP

ESTIMATED CEP MONTHLY FEDERAL REIMBURSEMENTS

| Estimated CEP Monthly Federal Reimbursements | |
|---|-------------|
| Reimbursement for LUNCH = | \$66,757.66 |
| Reimbursement for BREAKFAST = | \$18,698.63 |
| Total Reimbursement Level = | \$85,456.29 |
| Federal Reimbursement per LUNCH = | \$2.66 |
| Federal Reimbursement per BREAKFAST = | \$1.69 |

This box provides an *estimate* of monthly Federal reimbursements (monthly totals and per meal) under CEP based on the data entered in steps 1-4

OPTIONAL COMPARISON AND CEP DIFFERENCE

| Optional Comparison: Enter current monthly Federal reimbursements and student payment revenue | |
|---|--|
| LUNCH= | |
| BREAKFAST= | |



Enter monthly Federal reimbursements plus student payments revenue for both breakfast and lunch

Find the monthly Federal reimbursements in the CNP site by selecting a submitted Claim for Reimbursement (SFS/Claims/View Claims) and clicking SFA Claims Data

| | | | |
|---|-----------------------|--|------------------|
| CEP Difference: This section displays the estimated difference between operating CEP and the current Federal reimbursements and student payments (if applicable). If the differences boxes are green then CEP will generate the same or more Federal revenue, if the box is red then current procedures generate higher Federal Revenue | LUNCH Difference= | | Total Difference |
| | BREAKFAST difference= | | |

GROUPING CALCULATOR

| Grouping Calculator | | | | Step 1 data for school groupings |
|---|---|---|--|---|
| Use this calculator to determine the grouped identified student number and enrollment number to enter into Step 1 | | | | Total number of identified students in group Enter this figure in 1.1 |
| School Name Enter the name of each school that will be grouped under the same identified student percentage | Identified Students Enter the number of identified students for each school entered in the first column | Enrollment Enter the number of students enrolled in each school entered in the first column | Individual school identified student percentage | 0 |
| | | | | Total number of students enrolled in group Enter this figure in 1.2 |
| | | | | 0 |
| | | | | Identified student percentage for group |
| | | | | |

If estimating for a cluster rather than system-wide, use the Grouping Calculator to determine the identified student and enrollment numbers for Step 1

EXAMPLE: SYSTEM-WIDE SFA

Community Eligibility Provision (CEP) Monthly Federal Reimbursement Estimator

Use to **estimate** the level of Federal reimbursement received under the CEP

District Name: ABC Parish School Board (October 2016)

Step 1: Calculating the Identified Student Percentage

If grouping schools, use the grouping calculator to assist in determining 1.1 and 1.2.

Enter the number of identified students and enrolled students that is reflective of April 1st in 1.1 and 1.2

[Click to define: Identified Students](#)

1.1) Enter the number of identified students 1,120

1.2) Enter the TOTAL student enrollment 2,248

Percentage of identified students = **49.82%**
This percentage must be at least 40% to be eligible

Percentage of meals reimbursed at the Federal FREE rate = 79.72%

Percentage of meals reimbursed at the Federal PAID rate = 20.28%

1.1 Enter total number of identified students for the entire SFA or cluster as of April 1

1.2 Enter the total student enrollment for the entire SFA or cluster as of April 1

Find these numbers in the CNP site under SFS/CEP Participation/CEP Elections (2018)/CEP Worksheet - 2018

EXAMPLE: SYSTEM-WIDE SFA

2. Use the drop down menus to select your current free and paid reimbursement rates for NSLP and SBP

Select the "\$0.06" if the SFA is 6-cent certified

Step 2: Federal Reimbursement Rates
 Select the current reimbursement rates used for each program (without the \$0.06).
 The additional \$0.06 is applied in the next box

| | Lunch | Breakfast |
|------|--------|-----------|
| Free | \$3.18 | \$2.04 |
| Paid | \$0.32 | 0.29 |

Select "\$0.06" if the SFA is certified for the additional \$0.06.

\$0.06

| Estimated CEP Monthly Federal Reimbursements | |
|--|-------------|
| Reimbursement for LUNCH = | \$65,479.10 |
| Reimbursement for BREAKFAST = | \$18,330.91 |
| Total Reimbursement Level= | \$83,810.01 |
| Federal Reimbursement per LUNCH= | \$2.66 |
| Federal Reimbursement per BREAKFAST= | \$1.69 |

Find the reimbursement rates in the Claim for Reimbursement in the CNP site or use the Reimbursement Rates tab in the tool to calculate

EXAMPLE: SYSTEM-WIDE SFA

Step 3: Monthly Meal Data

Enter in the number of LUNCHES and/or BREAKFASTS served in a month in 3.1 and 3.2

| | |
|--|--------|
| 3.1) Enter the total number of LUNCHES served in a month: | 24,617 |
| 3.2) Enter the total number of BREAKFASTS served in a month: | 10,879 |
| Total number of MEALS served in a month: | 35,496 |

3.1 Enter the total number of lunches served for the entire SFA or cluster

3.2 Enter the total number of breakfasts served for the entire SFA or cluster

Find the total lunches and breakfasts served in a month in the CNP site by selecting a submitted Claim for Reimbursement (SFS/Claims/View Claims) and scrolling to the bottom for the TOTAL MEALS CLAIMED (orange box)

EXAMPLE: SYSTEM-WIDE SFA

| Step 4: Anticipated Participation Change due to serving all FREE meals (for example enter 2 for 2%): | NLSP | SBP |
|--|--------|-------|
| | | 0.00% |
| Total number of LUNCHES reimbursed at FREE rate= | 19,624 | |
| Total number of LUNCHES reimbursed at the PAID rate= | 4,993 | |
| Total number of BREAKFASTS reimbursed at FREE rate= | 8,672 | |
| Total number of BREAKFASTS reimbursed at the PAID rate= | 2,207 | |

4. Enter the estimated percent change in participation (+ or -) for NSLP and/or SBP

Complete this step if you think participation will increase or decrease due to all meals being served free

The [CEP Evaluation Study](#) found an estimated average increase in participation of:
 5% for NSLP
 9.4% for SBP

EXAMPLE: SYSTEM-WIDE SFA

| <i>Estimated CEP Monthly Federal Reimbursements</i> | |
|---|-------------|
| Reimbursement for LUNCH = | \$65,479.10 |
| Reimbursement for BREAKFAST = | \$18,330.91 |
| Total Reimbursement Level = | \$83,810.01 |
| Federal Reimbursement per LUNCH = | \$2.66 |
| Federal Reimbursement per BREAKFAST = | \$1.69 |

This box provides an *estimate* of monthly Federal reimbursements (monthly totals and per meal) under CEP based on the data entered in steps 1-4

EXAMPLE: SYSTEM-WIDE SFA

| Optional Comparison: Enter current monthly Federal reimbursements and student payment revenue | |
|---|-------------|
| LUNCH= | \$56,329.40 |
| BREAKFAST= | \$18,267.96 |



Enter monthly Federal reimbursements plus student payments revenue for both breakfast and lunch

Find the monthly Federal reimbursements in the CNP site by selecting a submitted Claim for Reimbursement (SFS/Claims/View Claims) and clicking SFA Claims Data

| CEP Difference: | LUNCH Difference= | BREAKFAST difference= | Total Difference |
|---|-------------------|-----------------------|------------------|
| <div style="border: 2px solid red; padding: 5px;"> This section displays the estimated difference between operating CEP and the current Federal reimbursements and student payments (if applicable). If the differences boxes are green then CEP will generate the same or more Federal revenue, if the box is red then current procedures generate higher Federal Revenue </div> | \$9,149.70 | \$62.95 | \$9,212.65 |

EXAMPLE: PARTIAL SYSTEM – 1 CLUSTER

| Grouping Calculator | | | | Step 1 data for school groupings |
|---|---|---|--|---|
| Use this calculator to determine the grouped identified student number and enrollment number to enter into Step 1 | | | | Total number of identified students in group Enter this figure in 1.1 |
| School Name Enter the name of each school that will be grouped under the same identified student percentage | Identified Students Enter the number of identified students for each school entered in the first column | Enrollment Enter the number of students enrolled in each school entered in the first column | Individual school Identified student percentage | 1447 |
| School 1 | 234 | 301 | 77.74% | Total number of students enrolled in group Enter this figure in 1.2 |
| School 2 | 380 | 519 | 73.22% | |
| School 3 | 227 | 304 | 74.67% | 1986 |
| School 4 | 189 | 244 | 77.46% | Identified student percentage for group |
| School 5 | 261 | 305 | 85.57% | |
| School 6 | 156 | 313 | 49.84% | 72.86% |

Find these numbers in the CNP site under SFS/CEP Participation/CEP Elections (2018)/CEP Worksheet - 2018

Use the Grouping Calculator to determine the identified student and enrollment numbers for Step 1

EXAMPLE: PARTIAL SYSTEM – 1 CLUSTER

Community Eligibility Provision (CEP) Monthly Federal Reimbursement Estimator

Use to **estimate** the level of Federal reimbursement received under the CEP

District Name: ABC Parish School Board (October 2016)

Step 1: Calculating the Identified Student Percentage

If grouping schools, use the grouping calculator to assist in determining 1.1 and 1.2.

Enter the number of identified students and enrolled students that is reflective of April 1st in 1.1 and 1.2

[Click to define: Identified Students](#)

1.1) Enter the number of identified students 1,447

1.2) Enter the TOTAL student enrollment 1,986

Percentage of identified students = **72.86%**
This percentage must be at least 40% to be eligible

Percentage of meals reimbursed at the Federal FREE rate = 100.00%

Percentage of meals reimbursed at the Federal PAID rate = 0.00%

1.1 Enter total number of identified students for the entire SFA or cluster as of April 1

1.2 Enter the total student enrollment for the entire SFA or cluster as of April 1

Find these numbers for the cluster in the Grouping Calculator

EXAMPLE: PARTIAL SYSTEM – 1 CLUSTER

Step 2: Federal Reimbursement Rates
Select the current reimbursement rates used for each program
(without the \$0.06).
The additional \$0.06 is applied in the next box

| | <u>Lunch</u> | <u>Breakfast</u> |
|-------------|--------------|------------------|
| Free | \$3.31 | \$2.14 |
| Paid | \$0.33 | \$0.31 |

Select "\$0.06" if the SFA is certified for the additional \$0.06.

\$0.06

2. Use the drop down menus to select your current free and paid reimbursement rates for NSLP and SBP

Select the "\$0.06" if the SFA is 6-cent certified

Find the reimbursement rates in the Claim for Reimbursement in the CNP site or use the Reimbursement Rates tab in the tool to calculate

EXAMPLE: PARTIAL SYSTEM – 1 CLUSTER

| Step 3: Monthly Meal Data | |
|--|--------|
| <i>Enter in the number of LUNCHES and/or BREAKFASTS served in a month in 3.1 and 3.2</i> | |
| 3.1) Enter the total number of LUNCHES served in a month: | 35,245 |
| 3.2) Enter the total number of BREAKFASTS served in a month: | 25,775 |
| Total number of MEALS served in a month: | 61,020 |

3.1 Enter the total number of lunches served for the entire SFA or cluster

3.2 Enter the total number of breakfasts served for the entire SFA or cluster

Find the total lunches and breakfasts served in a month in the CNP site by selecting a submitted Claim for Reimbursement (SFS/Claims/View Claims) and scrolling to the bottom for the TOTAL MEALS CLAIMED (orange box)

EXAMPLE: PARTIAL SYSTEM – 1 CLUSTER

| Step 4: Anticipated Participation Change due to serving all FREE meals (for example enter 2 for 2%): | NLSP | SBP |
|--|--------|-------|
| | | 0.00% |
| Total number of LUNCHES reimbursed at FREE rate= | 35,245 | |
| Total number of LUNCHES reimbursed at the PAID rate= | 0 | |
| Total number of BREAKFASTS reimbursed at FREE rate= | 25,775 | |
| Total number of BREAKFASTS reimbursed at the PAID rate= | 0 | |

4. Enter the estimated percent change in participation (+ or -) for NSLP and/or SBP

Complete this step if you think participation will increase or decrease due to all meals being served free

The [CEP Evaluation Study](#) found an estimated average increase in participation of:
 5% for NSLP
 9.4% for SBP

EXAMPLE: PARTIAL SYSTEM – 1 CLUSTER

| <i>Estimated CEP Monthly Federal Reimbursements</i> | |
|---|--------------|
| Reimbursement for LUNCH = | \$114,193.80 |
| Reimbursement for BREAKFAST = | \$52,581.00 |
| Total Reimbursement Level = | \$166,774.80 |
| Federal Reimbursement per LUNCH = | \$3.24 |
| Federal Reimbursement per BREAKFAST = | \$2.04 |

This box provides an *estimate* of monthly Federal reimbursements (monthly totals and per meal) under CEP based on the data entered in steps 1-4

EXAMPLE: PARTIAL SYSTEM – 1 CLUSTER

| Optional Comparison: Enter current monthly Federal reimbursements and student payment revenue | |
|---|--------------|
| LUNCH= | \$108,674.54 |
| BREAKFAST= | \$50,207.49 |



Enter monthly Federal reimbursements **plus student payments revenue for both breakfast and lunch**

Find the monthly Federal reimbursements in the CNP site by selecting a submitted Claim for Reimbursement (SFS/Claims/View Claims) and clicking SFA Claims Data

| CEP Difference: | | | |
|---|-----------------------|------------|------------------|
| This section displays the estimated difference between operating CEP and the current Federal reimbursements and student payments (if applicable). If the differences boxes are green then CEP will generate the same or more Federal revenue, if the box is red then current procedures generate higher Federal Revenue | LUNCH Difference= | \$5,519.26 | Total Difference |
| | BREAKFAST difference= | \$2,373.51 | \$7,892.77 |

**This concludes the
2020 LDOE Training on the
CEP Estimator Tool.**

**You may contact LDOE with
any future questions that you
may have at
(225) 342-9661.**