

CHECKLIST FOR SCHOOLS

NON-PUBLIC SCHOOLS PARTICIPATING IN NSLP

The U.S. Department of Agriculture authorized a new permanent nutrition program called Summer Electronic Benefit Transfer, or Summer EBT. This program is referred to as SUN Bucks. SUN Bucks 2024 will provide a \$120 annual benefit to eligible children. To be eligible for SUN Bucks, a child must be identified as direct certified due to participation in SNAP, TANF, income-eligible Medicaid (185% of the federal poverty guideline), and those that are foster, homeless, migrant, or income-eligible by an application. The benefits will be distributed to the household by the Illinois Department of Human Services (IDHS) later this summer. The Illinois State Board of Education will work in partnership with the IDHS to collect eligible student data. For Summer EBT 2024 benefit issuance, the USDA allows the Alternate Household and Income Form as a source of the required eligibility data.

Instructions for WINS file upload for Summer EBT 2024 are found in WINS for eligible school staff authorized in ISBE's WINS system. For Community Eligible Provision (CEP) approved schools, only upload students that meet the socioeconomic criteria for free or reduced price meal benefits.

Now

- ☐ Ensure that all students eligible at or below 185% of the federal poverty guideline (regardless of how they are eligible) are uploaded in WINS, via the Summer EBT 2024 link.

Early May

- ☐ Distribute the Summer EBT/SUN Bucks Fact Sheet to all families, and/or
- ☐ Distribute the student specific Summer EBT Notice of Automatic Eligibility to households with student(s) identified as automatically eligible. Distribute the student specific Summer EBT Notice to Apply to households with students not identified as automatically eligible.

During May

- ☐ Process any new Electronic Direct Certification or Household Eligibility Applications/Alternate Household and Income forms for students eligible at or below 185% of the federal poverty guideline.
- ☐ Upload the complete list of all enrolled students eligible at or below 185% of the federal poverty guideline (regardless of how they are eligible) in WINS.

Week of May 28

ISBE will pull WINS uploaded student data for eligible Summer EBT students. Data will be shared with IDHS for Summer EBT 2024 benefit issuance.

After School is Out for the Summer

- ☐ Share Summer EBT program information, when requested.
- ☐ Direct households to the statewide Summer EBT application, if needed.

Help for Households

If you are unable to answer questions from families, you can direct households to the Illinois Department of Human Services for Summer EBT benefit inquiries.

- Customer Help Line: (833) 621-0737
- Website: <https://www.dhs.state.il.us/>

Resources for Schools

- Visit www.isbe.net/sebt to watch webinars, review guidance, and link to related resources, such as HEAs, Household and Income Forms, and the School Nutrition Programs Administrative Handbook.

