Pandemic EBT

STUDENT EXCEPTION ANNOUNCEMENT TRAINING GUIDE FOR MICHIGAN SCHOOLS
For any month(s) a school building was reported as:

- Primarily Remote – parent or guardian will be sent a notice regarding full benefit amount
- Primarily Hybrid – parent or guardian will be sent a notice regarding reduced benefit amount

These months are all set!
For any month(s) a school building was reported as:

• Primarily in-person –
  • No benefits are issued
  • No notice is sent to the parent
  • **Additional steps are needed**
Additional Steps

When a school building reported any month as primarily in-person:

- MDHHS sends student exception announcement to the primary and secondary contacts
- School district contacts will forward to appropriate school building
- School building will be responsible for informing parents/guardians
  - Post once
  - Use at least two methods
<table>
<thead>
<tr>
<th>Method</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Website</td>
<td>Post the entire message on the building homepage</td>
</tr>
<tr>
<td>Facebook</td>
<td>Share on your Facebook page</td>
</tr>
<tr>
<td>Twitter</td>
<td>Post on your Twitter page</td>
</tr>
<tr>
<td>Building Newsletters</td>
<td>Send information via your E-newsletter</td>
</tr>
<tr>
<td>Parent Notification System</td>
<td>Send an e-mail to all building parents or robocall</td>
</tr>
<tr>
<td>Printed postcard/flyer</td>
<td>Distribute to parents</td>
</tr>
<tr>
<td>Building Posting</td>
<td>Post on entrance doors</td>
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</table>
For months that a school reported primarily in-person, a parent/guardian has the option to request an individual review of their student’s circumstances. This process is called a reconsideration.

Example - Building began the 2020/2021 school year on Sept 8 with fully in-person learning. With news of COVID 19 cases increasing, one student opted to learn fully remote beginning Sept 16:

- Building reports primarily in-person modality for September

MDHHS does not issue PEBT benefits  \(\rightarrow\)  MDHHS sends student exception announcement to districts who reported primarily in-person months  \(\rightarrow\)  School district forwards announcement to identified school buildings  \(\rightarrow\)  School buildings will post parent notification in two ways
What is the Pandemic-EBT Program?
The Pandemic-EBT (P-EBT) Program gives food benefits to families with children who were not able to get free or reduced-price school meals due to COVID. You may hear about this benefit from other schools or in the media.

Who is eligible?
Being eligible for this program will depend on what school your student attends. Eligibility for the Pandemic-EBT (P-EBT) Program can be different between schools within the same district.

What makes a school eligible for P-EBT?
A school building is eligible only if the building has had 5 school days in a row of reduced in-person hours due to COVID.

What could make my student eligible for P-EBT?
1) If the school they attend is eligible for P-EBT and
2) If your student normally gets free and reduced meals at school and
3) If your student is not getting instruction in-person for some or all the month.

The Michigan Department of Health and Human Services (MDHHS) issues P-EBT benefits based on:
- how each school building reports their eligibility
- how most of the students attend school during the month

There may be months when your student’s attendance was different from what the school reported. In that case, you may be able to have your student’s benefit level reconsidered. Your request to be reconsidered must be submitted by June 30, 2021, in the month(s) below your school reported primarily in-person. Your student(s) may be P-EBT eligible if they attended class on-line, for some time or all the time in the following month(s): September 2020 January 2021

Note: Notice is only sent to parent/guardian once for each issuance period. Specific months the student can request reconsideration will be at the bottom of the notice.
When should a parent or guardian request reconsideration?
If they have a free/reduced lunch student who attended class partially or fully virtual in a month shown on their notice

What information will a parent or guardian need from the school?
A parent or guardian will need to provide proof that shows how their student received instruction for the month(s) on the notice. We call this a proof document. It will need to contain the following information:
• Student’s name
• The month(s) for which the parent is requesting a reconsideration
• A statement about how the student received instruction for that month
• Name of the school employee filling out the document
• The school employee’s title, e-mail, and telephone number
  • Can be completed by teacher, aide, secretary, counselor

Where can a parent or guardian find the form for a reconsideration?
The reconsideration form is at www.michigan.gov/pebt
More information can be found at michigan.gov/pebt.

The website is frequently updated with new information.

Listed there are both parent and school resources, with FAQ documents, worksheets, the reconsideration form, and past training materials.
School administrators or the designated contact can email us at:

MDHHS-PEBT@michigan.gov

This presentation and other reference materials are available at:

www.michigan.gov/pebt