



STATE OF NEW MEXICO
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May 3, 2021

MEMORANDUM

TO: Superintendents
School Food Authority Directors

FROM: Michael Chavez, Director, Student Success and Wellness Bureau

RE: Community Eligibility Provision April 15th Notification and Data Collection

Per USDA requirements, no later than **June 30, 2021**, State Agencies (New Mexico Public Education Department (PED) must notify Local Education Agencies (LEAs) of their district-wide eligibility for the Community Eligibility Provision (CEP) and provide guidance in the following categories:

- LEAs with a districtwide identified student percentage of at least 40%;
- LEAs with a districtwide identified student percentage greater than or equal to 30% but less than 40%; and
- LEAs currently participating in CEP.

Attached, you will find the district-wide data that meets the above requirements.

SFAs in the PED are exempt from the LEA Notification Process below because the State Agency has access to your direct certification data within PED's Direct Certification Match System:

LEA Notification Process: Per USDA Regulations, no later than, LEAs needed to submit to the state agency a list of schools in the following categories:

- Schools with an identified student percentage of at least 40%;
- Schools with an identified student percentage greater than or equal to 30% but less than 40%; and
- Schools currently participating in CEP.

State Agency Notification / Publication Process: The PED is required to post the lists of LEA's and schools in the above categories on its website no later than **June 30, 2021**.

These notification and publication requirements are the first steps in the annual CEP process. Participation in the CEP is a local decision and one that requires careful consideration of many factors by LEAs.

LEAs have until September 30, 2021 to determine if the district or school will elect CEP or would like to re-establish for the 2020-2021 school year. You are encouraged to notify the PED if your district or school elects the CEP option prior to August 31, 2021.

The PED's updated CEP guidelines are attached. These guidelines include a general overview, policy statement, assurances, sample letter to households and media release, and the CEP request form.

In addition, please find attached the United States Department of Agriculture (USDA) worksheet to help SFAs calculate their Identified Student Percentage (ISP) and reimbursement rate. (*This USDA worksheet is optional for the SFA to utilize*).

The forms/signatures in the NM CEP Guidelines and the USDA worksheet (*if utilized*) is required to be submitted to PED no later than **September 30, 2021**. CEP notification should be sent to Kate Ullrich, Data Coordinator, at the Student Success and Wellness Bureau, kate.ullrich2@state.nm.us.

The USDA CEP Question and Answer Memorandum (SP54-2016) is attached for your reference. If you require additional information about CEP, the Food Nutrition Service website provides additional information at <http://www.fns.usda.gov/es/node/11226>. Kate Ullrich is available to assist you with the CEP process and provide you with any necessary technical assistance. She may be reached at kate.ullrich2@state.nm.us.

Thank you for your advocacy for New Mexico's children and youth and ensuring that our students are provided healthy and nutritious meals in order to be ready for success.

Sincerely,



Michael Chavez

Director

New Mexico Public Education Department - Student Success and Wellness Bureau

Enclosure (5)

District-wide and School level identified student percentages

NMPED CEP Guidelines SY20-21

USDA LEA ISP Worksheet (SP15-2016av2)

USDA CEP Deadlines Notification of Nationwide Waiver #82 – (FNS-GD-2021-0030)

USDA Q&A Memorandum (SP54-2016)