

**Office of Child Nutrition  
Community Eligibility Provision  
Participation Form**

The Community Eligibility Provision (CEP) provides schools that participate in the National School Lunch Program (NSLP) and School Breakfast Program (SBP) an alternative method for counting and claiming student meals in high poverty local educational agencies (LEAs). LEAs electing to participate in CEP agree to serve all students free lunches AND breakfasts for four successive school years. **Those that wish to participate in CEP must submit the CEP Agreement and CEP Participation Listing to the Mississippi Department of Education (MDE), Office of Child Nutrition (OCN).** If a school that is currently participating in CEP wishes to opt out for the next school year, they must notify MDE no later than June 30<sup>th</sup> before the school year that they wish to withdraw from CEP. If a district is adding new sites or changing the implementation of CEP, the district/sponsor must inform MDE of the changes by June 30<sup>th</sup> preceding the school year. If the cost of serving breakfasts and lunches are not covered by the Federal assistance received, the difference must be paid from the district's non-Federal sources. Identified Student data must reflect the percentage of students with access to the NSLP and SBP enrolled in the school as of April 1<sup>st</sup> of the school year prior to CEP implementation.

In order to participate in CEP, complete the following documents and submit them to MDE:

- 1) CEP Agreement/Participation Form (on the next page of this document)
- 2) The CEP Eligibility Worksheet located on our website at:  
[https://www.mdek12.org/OCN/SS/community-eligibility-provision-\(cep\)](https://www.mdek12.org/OCN/SS/community-eligibility-provision-(cep))

Interested LEAs should submit CEP applications to the state agency as soon as possible. The goal is to have all applications submitted and approved before classes resume for the upcoming school year. Please allow the State Agency at least 30 days to complete the review of your application. Submit via email (with scanned in signature page) to [sdwright@mdek12.org](mailto:sdwright@mdek12.org) or fax to 601-354-7595.

Contact the School Support Help Desk at 601-576-4955 if you have questions about CEP.

**Office of Child Nutrition  
Community Eligibility Provision (CEP)  
Local Educational Agency Agreement**

Organization Number: \_\_\_\_\_ District Name: \_\_\_\_\_

This agreement is between the Mississippi Department of Education (MDE) and \_\_\_\_\_ covers the period of four years starting July 1, 2023 through June 30, 2027. The Local Educational Agency (LEA) school(s) may stop participating in the Community Eligibility Provision (CEP) during the four-year cycle by notifying the State agency no later than June 30<sup>th</sup> of the school year prior to when they want to return to traditional counting and claiming procedures.

The undersigned has the authority to enter this Agreement to participate in the Community Eligibility Provision as authorized by Section 11(a)(1) of the Richard B. Russell National School Lunch Act.

A. It is mutually agreed between MDE and the LEA that:

1. The LEA agrees to serve all children in the participating school(s) free breakfasts and free lunches for four successive school years.
2. The LEA must have a percentage greater than or equal to 40% of enrolled students who were "Identified Students" as of April 1<sup>st</sup>.
3. The LEA agrees to pay, from sources other than Federal funds, the costs of serving breakfast and lunches that are in excess of the Federal assistance received, including Federal cash reimbursement.
4. The LEA agrees not to collect free and reduced price meal applications that will be used for meal price determination from households in participating schools in subsequent years during the period of participation in CEP.
5. The LEA agrees to maintain a total count of breakfasts and lunches served at the point of service daily by building.
6. The LEA agrees to abide by all requirements for applying and administering CEP as stated in Section 104(a) of the Healthy, Hunger Free Kids Act of 2010 amended section 11(a)(1) of the Richard B. Russell National School Lunch Act (42 U.S.C. 1759a(a)(1)).

B. General Conditions

1. This agreement is non-transferable.
2. Neither MDE nor the LEA has an obligation to renew this agreement.

Print Name: \_\_\_\_\_

Executive Office or Alternate Signature (as listed in MARS)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Executive Office or Alternate Signature (as listed in MARS)

THIS ARRANGEMENT does not constitute the entire agreement between the parties with respect to subject matter thereof.

**MDE Only**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Mississippi Department of Education