

EES Policy No. 20-05-04	RE: Pandemic-EBT (P-EBT)
Policy Memo	Contact Persons: Janelle Harper
From: Sandra Kimmons	
Date: May 18, 2020	
Primary DCF Areas Affected: Food Assistance	Where Posted on Web: http://content.dcf.ks.gov/EES/KEESM/Policy_Memo/policy_memo_list.html

The Families First Coronavirus Response Act of 2020 authorized the USDA to approve states plans to issue Pandemic EBT or 'P-EBT' benefits. P-EBT provides additional food benefits to families that include children eligible for free or reduced-price school meals. In Kansas, the Department for Children and Families in partnership with the Kansas State Department of Education (KSDE) developed a plan to offer the P-EBT benefits and the plan was approved by USDA on April 25th.

P-EBT is a state option to provide food benefits in the event of school closures lasting 5 days or more to all children age 5-18 who would have otherwise received a free or reduced-price meal at school. Governor Laura Kelly closed all schools in Kansas for the remainder of the school year on March 18, 2020.

Families will receive up to \$291 in total P-EBT benefits per child, based on months the child was eligible for free or reduced-price meals. The benefits will be provided in a one-time lump sum payment for closed school days in March, April and May 2020. The benefit is prorated based on the month of eligibility. For example, if a child's eligibility for free or reduced-price meals or other DCF benefits started in May they would not receive March or April P-EBT.

- March - \$57
- April - \$120
- May - \$114

# of Children	P-EBT Benefit Amount
1	\$291
2	\$582
3	\$873
4	\$1163
5	\$1454
6	\$1745
7	\$2035
8	\$2326
9	\$2617
10	\$2908
11	\$3198

DCF partnered with KSDE to obtain a list of free or reduced school meals recipients from the 2019-2020 school year, also known as the Benefits Issuance list. All schools in Kansas that participate in the National School Lunch Program will upload their most recent Benefits Issuance list to a DCF secure district portal. The Benefits Issuance list received from the schools also includes children that are not direct certified. This information will be used to help determine eligibility in KEES. The P-EBT benefits will be added to the household's existing EBT card. DCF will provide households with an EBT card if they do not already have an active EBT account. P-EBT benefits will be issued in a phased approach as listed below.

- Phase 1: Households with school aged children (5 (as of 8/31/2019)-18) that are currently receiving or have received SNAP or TANF benefits during the 2019-2020 school year will be issued P-EBT benefits on their current EBT card May 21st – May 30th. A notice will not be sent to these households. These benefits will be issued on a staggered issuance schedule as seen below:

If the clients last name starts with:	The consumer will get their benefits after 6:00am on the:
A or B	5/21/2020
C or D	5/22/2020
E, F, or G	5/23/2020
H, I or J	5/24/2020
K or L	5/25/2020
M	5/26/2020
N, O, P, Q or R	5/27/2020
S	5/28/2020
T, U or V	5/29/2020
W, X, Y or Z	5/30/2020

- Phase 2: TBA
- Phase 3: TBA

NOTE: There are a few exemptions that will not be included, such as: children whom have a household status other than in the home, a primary applicant or child who is deceased or households who last known address was out of state, incarceration.

Staff will begin seeing P-EBT programs in KEES starting May 18, 2020. At a high level here are the system changes:

- P-EBT will be a program
- P-EBT will be its own program block
 - Only the children will be included in the program block
- Other Program Assistance Detail Page
- EDBC
- Issuance History

P-EBT does not require an application through DCF. If schools have questions on how to provide student information, they will contact KSDE. For households who have questions about P-EBT benefits will contact DCF. Change of address caused by P-EBT will be addressed at next IR or Review.

Undelivered EBT card process for KEES cases with active P-EBT program only

For eligibility cases with P-EBT program activity only, a revised process is needed for undelivered EBT card tasks. When an Undelivered EBT card task is reviewed:

- Review the case in KEES to determine if Food Assistance, TANF, or Child Care are open.
- If Food Assistance, TANF, or Child Care is not open, disregard and delete the task.
- Follow normal processes to update the address in KEES if the case head contacts the agency at a later date.

For ongoing cases with food assistance, TANF, or Child Care, follow the standard Undelivered EBT card process outlined of the **Undelivered Card Process Deskaid**.

<http://dcfnet.dcf.ks.gov/EES/Documents/EBT/Undelivered%20Card%20Process.pdf>