

## Community Eligibility Option (CEO) Fact Sheet

### What is CEO?

SFAs agree to serve no-cost lunches and no-cost breakfasts to all students for up to four consecutive years in approved schools.

Prior to April 1, 2014, determine the school(s) has a minimum of 40% “identified” students based on enrollment (not free and reduced count).

School eligibility is based on the number of students who meet the “identified” definition:

- Certified free using methods other than a paper Free and Reduced Meal application. These include students who are:
- Directly certified for free meals on the basis of their participation in the Supplemental Nutrition Assistance Program (SNAP) or Ohio Works First (OWF) and the extension of benefits to students within the same household. Homeless, Runaway, Migrant, Head Start, or Foster children with court papers.

### Benefits of CEO:

- An innovative option to reduce administrative paperwork and costs, while making it easier for eligible children in low-income communities to receive free meals in the National School Lunch and School Breakfast Programs.
- May improve breakfast and lunch participation.
- If school district is participating in CEO district wide, the school district will not need to do Verification, but will need to complete annual CRRS Verification report. If only a portion of the schools participate in CEO, the district will conduct Verification for the schools not participating in CEO, and complete the annual CRRS Verification report.

### CEO Information

#### A. Link to ODE CNS CEO website:

<http://education.ohio.gov/Topics/Other-Resources/Food-and-Nutrition/Resources-and-Tools-for-Food-and-Nutrition/Community-Eligibility-Option>

(documents noted below are located in this link)

#### B. CEO Submission:

When to submit?

- April 1, 2014 to June 30, 2014

#### C. What to submit to apply for CEO?

- Districts use the CEO Participation Form
- And CEO Eligibility Worksheet

**D. How to submit forms for CEO?**

- Attach the above forms to an email to:  
[diane.schneider@education.ohio.gov](mailto:diane.schneider@education.ohio.gov) or
- soon to be released- CEO@education.ohio.gov or
- fax to 614-752-7613

**E.** Notification from ODE to new applicant's eligibility into the CEO option will arrive via email, approximately within 30 days of receipt of your CEO worksheet and form, if eligible and completed correctly.

**F. After submission to ODE to apply for CEO: Next Steps**

- SFAs that have elected to participate in CEO for at least one site must notify households of children attending the CEO school(s) of CEO participation in the 2014-2015 school year. SFAs may use this sample household letter to serve as the required notification.
- Sample letter to households in schools/districts participating in CEO.

**G. How to figure out if a district is eligible to apply for CEO?**

- This calculator tool allows schools that are considering the Community Eligibility Option (CEO) to calculate their estimated federal reimbursement they will receive as to assess the financial viability of their school meal program under CEO.
- [CEO Reimbursement Estimator](#)
- The multiplier is 1.6

**H. E-Rate information:**

- This document explains the process for schools to determine the data to use in applying for discounts on services received under the E-rate program.
- E-rate document

**I. Districts with Title One questions:**

- Contact the ODE Office of Federal Programs at 614.466.4161, if more information is needed.
- Review the letter from the US Department of Education to describe the Title One money allocation process for schools opting the CEO link noted above, and the CEO Letter for Title One

**J. Resources for CEO:**

- Power point and Recent Q & A

K. **Second/third year** of CEO participation and Direct Cert percentage has improved:

- **What to submit?**

**Districts use the** CEO Participation Form  
And CEO Eligibility Worksheet

- **How to submit?**

Attach the above noted CEO forms to an email to :

[diane.schneider@education.ohio.gov](mailto:diane.schneider@education.ohio.gov)

- Notification from ODE to second/third year applicant's eligibility for a higher reimbursement rate for the CEO option will arrive via email, approximately within 30 days of receipt of your new CEO worksheet and form.

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