



STATE OF NEW JERSEY

# DEPARTMENT OF EDUCATION

A Memo from the New Jersey Department of Education

Date: June 21, 2023  
To: Local Educational Agency Leads, Directors of Approved Private Schools for Students with Disabilities  
Route To: School Principals  
From: Allen T. Dupree, Director  
Office of School Finance

## Community Eligible Provision Survey and Documents for 2023-2024 Now Available

The updated household income surveys for use by schools participating in the United States (U.S.) Department of Agriculture's Community Eligibility Provision (CEP) are now available on the New Jersey Department of Education's (NJDOE) [CEP Information webpage](#).

In 2015, the U.S. Department of Agriculture made available to all states a new universal meal program called the Community Eligibility Provision. The program permits eligible schools to provide meals at no charge to all students, regardless of household income. Rather than collecting Free and Reduced Price Lunch Applications for program administration, and subsequent reimbursement from the National School Lunch Program (NSLP), participating CEP schools rely on data from the School Nutrition Electronic Application and Reimbursement System (SNEARS) for federal meal reimbursement calculations. The New Jersey Department of Agriculture annually notifies districts of their eligibility to participate in CEP.

The NJDOE requires school districts, charter schools, and renaissance school projects (collectively districts) to determine the number of students coming from low-income households for the state enrollment reports used for state aid and student assessment purposes. Because CEP districts no longer collect applications for free and reduced price lunches, the NJDOE has developed a unique form for CEP districts to determine household income. In order to report students as low-income (the income equivalent of the NSLP "free and reduced" lunch categories), each participating CEP school must use the New Jersey Household Information Survey in conjunction with the direct certification lists from SNEARS in lieu of lunch applications. The survey for 2023-2024 school year is now available on the [NJDOE's CEP webpage](#) in both English and Spanish, along with other information and resources for participating schools and parents.

### Contact information

For questions concerning the survey, please contact the Office of School Finance at (609) 376-3941 or email [staid@doe.nj.gov](mailto:staid@doe.nj.gov). For questions about enrollment reporting for state aid, please email [assa@doe.nj.gov](mailto:assa@doe.nj.gov).

c: Members, State Board of Education  
NJDOE Staff  
Statewide Parent Advocacy Network  
Garden State Coalition of Schools  
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