



2024-2025 Summer EBT File Layout

Summer EBT Collection Purpose:

Summer EBT was established as a permanent, nationwide program by the Consolidated Appropriations Act of 2023. The program aims to reduce summer hunger by providing families with a grocery benefit similar to SNAP to feed their children when school is not in session. It was first piloted in 2011 in select states and proved so successful at reducing food insecurity and improving diet quality that it was slowly expanded to additional states. The summer component of Pandemic EBT, which operated on a similar model as Summer EBT and took its place from 2021-2023, also proved successful in supporting families. Pandemic EBT ended in summer 2023 following the end of the COVID-19 public health emergency, but beginning in 2024, all states and territories can participate in Summer EBT.

Summer EBT eligibility:

In general, children who are income-eligible, able to be directly certified, or categorically eligible for free or reduced price (FRP) school meals and attend a school that operates the National School Lunch Program (NSLP), are eligible for Summer EBT. Some children may be eligible for Summer EBT without attending a school that participates in school meals programs. The Food and Nutrition Service (FNS) has laid out two main pathways for confirming eligibility for Summer EBT:

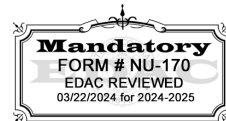
Streamlined Certification: Streamlined certification is similar but distinct from direct certification in the NSLP and School Breakfast Programs (SBP). The idea of streamlined certification is to ensure that as many children as possible receive Summer EBT benefits automatically without parents/guardians having to take any direct action (i.e., submitting an application).

Summer EBT Free and Reduced-Price Meal Application or Family Economic Data Survey: Children who cannot be certified through any of the pathways listed above will have to apply to receive Summer EBT benefits by completing a free and reduced-price meal program or family economic data survey (FEDS form). Applications or FEDS forms can be accessed at the school or district that participates in NSLP.

The Colorado Department of Education (CDE) is working closely with the Colorado Department of Human Services (CDHS) to implement Summer EBT. It has been determined that CDE districts/schools have the ability to provide the most up to date and accurate student information. Because it is the goal of USDA to have Summer EBT benefits issued at the BEGINNING of the summer, it is not feasible to use existing Student End of Year Data. Additionally, student/parent/home address information is needed and is not currently included in any other reporting requirement. Therefore, the Summer EBT program will require additional data collection similar to what was done previously for the Pandemic EBT (P-EBT).

Dependencies:

Student has been assigned a SASID and is updated in the RITS system.





2024-2025 Summer EBT File Layout

Record Expectation or Criteria:

For the S-EBT mandatory data collection, SFAs are required to report data using one of the following options:

1. Submit data for all students enrolled in National School Lunch Program sites only.
2. Submit data for all students enrolled in NSLP sites and data for any F/R eligible transfer students to non-NSLP sites during the school year (any student that was enrolled at a NSLP site, even for a short period of time, would be eligible for S-EBT benefits)
3. Submit data for all enrolled students at both NSLP sites and non-NSLP sites.

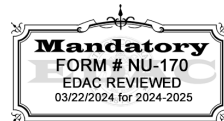
USDA allows two pathways to determine student eligibility for Summer EBT.

1. **Streamlined Certification:** Streamlined certification is similar but distinct from direct certification in the National School Lunch and School Breakfast Programs (NSLP and SBP). The idea of streamlined certification is to ensure that as many children as possible receive Summer EBT benefits automatically without parents/guardians having to take any direct action (i.e., submitting an application). Streamlined certification includes:
 - a. School-age children who are able to be directly certified because of their participation in other public assistance programs. This includes SNAP, Temporary Assistance for Needy Families (TANF), the Food Distribution Program on Indian Reservations (FDPIR), and Medicaid.
 - b. School-age children who are categorically eligible for free or reduced-price meals based on their participation in Head Start, or because of their homeless, foster, migrant, or runaway status. This is referred to as “Other Source Categorical Eligibility”.
 - c. Children who have already been approved for free or reduced-price meals through direct certification, categorical eligibility, or by filling out a school meals application are automatically eligible for Summer EBT and must receive benefits without further application.
2. **Summer EBT Free and Reduced-Price Meal Application or Family Economic Data Survey:** Children who cannot be certified through any of the pathways listed above will have to apply for Summer EBT benefits. For Summer 2025, Colorado will utilize the existing alternative income forms as the Summer EBT Application as well as an official Summer EBT Application available online for parents/families to complete. These options allow applications to be collected in a routine fashion in advance of the summer period, potentially reducing confusion among families and the number of applications received near the end of the school year.

Note: Parent permission is NOT required to collect data for S-EBT purposes. For more information refer to [Senate Bill 23B-002](#).

SECTION 1 (5)

(A) EACH SCHOOL FOOD AUTHORITY SHALL PROVIDE TO THE DEPARTMENT OF EDUCATION THE MINIMUM STUDENT-LEVEL DATA NECESSARY TO GATHER AND MAINTAIN ELIGIBILITY INFORMATION REQUIRED FOR THE PROGRAM BY THE UNITED STATES DEPARTMENT OF AGRICULTURE FOOD AND NUTRITION SERVICE. THE DEPARTMENT OF EDUCATION SHALL SHARE THE DATA WITH THE STATE DEPARTMENT FOR THE ADMINISTRATION OF THE PROGRAM.






2024-2025 Summer EBT File Layout




(B) IN COLLECTING DATA FROM SCHOOL FOOD AUTHORITIES PURSUANT TO SUBSECTION (5)(A) OF THIS SECTION, THE DEPARTMENT OF EDUCATION IS NOT SUBJECT TO THE ADVANCED NOTICE DATA REPORTING REQUIREMENT DESCRIBED IN SECTION 22-2-306 (3)(A).

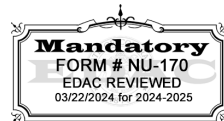
For more information about the requirements and guidance refer to the [official documentation from the USDA](#).

File Notes:

- New changes from 2023-2024 are emphasized with yellow shading.
- Deleted text from 2023-2024 is shown with text style subtle reference.
-  Indicates primary key
- **Zero fill all non-applicable data fields**
- A header row is required for .csv and .xlsx files

Data Field List:

| Name of Field | Field Length | Text Start Position | Text End Position | CSV Order | Excel Column | Example(s) | Remarks |
|--|--------------|---------------------|-------------------|-----------|--------------|------------|--|
| School District Code  | 4 | 1 | 4 | 1 | A2 | 0000 | |
| School Code  | 4 | 5 | 8 | 2 | B2 | 0000 | |
| Entry Date | 8 | 9 | 16 | 3 | C2 | 08152021 | Format is MMDDYYYY |
| Exit Withdraw Date | 8 | 17 | 24 | 4 | D2 | 10142021 | Format is MMDDYYYY; 0 fill if non-applicable |
| Student's State ID (SASID)  | 10 | 25 | 34 | 5 | E2 | 0000000000 | |
| Local ID (LASID) | 10 | 35 | 44 | 6 | F2 | 0000000000 | |
| Student's First Name | 30 | 45 | 74 | 7 | G2 | Valid Name | |
| Student's Middle Name | 30 | 75 | 104 | 8 | H2 | Valid Name | NMN if none |
| Student's Last Name | 30 | 105 | 134 | 9 | I2 | Valid Name | |
| Student's Gender | 2 | 135 | 136 | 10 | J2 | 01, 02 | |
| Student's Date of Birth | 8 | 137 | 144 | 11 | K2 | 08152008 | Format is MMDDYYYY |
| Student's Grade Level | 3 | 145 | 147 | 12 | L2 | 060 | |
| Student's Language Background | 3 | 148 | 150 | 13 | M2 | ENG | |





2024-2025 Summer EBT File Layout

| Name of Field | Field Length | Text Start Position | Text End Position | CSV Order | Excel Column | Example(s) | Remarks |
|--|--------------|---------------------|-------------------|-----------|--------------|-------------------------|--|
| Primary Parent/Guardian First Name | 30 | 151 | 180 | 14 | N2 | Valid Name | |
| Primary Parent/Guardian Last Name | 30 | 181 | 210 | 15 | O2 | Valid Name | |
| Primary Parent/Guardian Telephone Number | 10 | 211 | 220 | 16 | P2 | 5551231234; None | |
| Student's Primary Mailing Address 1 | 44 | 221 | 264 | 17 | Q2 | 123 Star Quarry Road | |
| Student's Primary Mailing Address 2 | 42 | 265 | 306 | 18 | R2 | Apt. 2 | Try to avoid special characters, i.e., #,&, etc. |
| Student's Primary Mailing City | 50 | 307 | 356 | 19 | S2 | Nowhere | |
| Student's Primary Mailing State | 2 | 257 | 358 | 20 | T2 | CO | |
| Student's Primary Mailing Postal Code | 10 | 359 | 368 | 21 | U2 | 99999-0000, 99999 | |
| Free/Reduced Lunch Price Eligible | 2 | 369 | 370 | 22 | V2 | 00, 01, 02 | |
| FRPL Eligibility Date | 8 | 371 | 378 | 23 | W2 | 10152021 | Format is MMDDYYYY |

Data Field Descriptions:

School District/BOCES Code

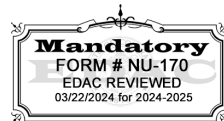
A unique code assigned to a district by CDE. Refer to School District/BOCES Code table.

School Code

A unique code assigned by CDE to a school building. Refer to School Building Code Table.

Entry Date

The month, day, and year on which a student enters and begins to receive an education program in a school for the 2024-2025 school year. (Use the same logic used as the Student Interchange - Student School Association data collection)





2024-2025 Summer EBT File Layout

Exit Withdraw Date

The month, day, and year the student exited a school or grade in your district (i.e. 11052009). If the student completed the school year in your district and did not exit before the end of the school year, this field must be coded "00000000". (Use the same logic used as the Student Interchange - Student School Association data collection)

Student's State ID (SASID)

A unique ten-digit number must be assigned to each student by CDE.

Local ID (LASID)

The student's Locally Assigned Student ID (LASID). Districts/BOCES may zero-fill if they choose not to use a LASID.

Student's First Name

A name given to an individual at birth, baptism, or during another naming ceremony, or through legal change.

Student's Middle Name

A secondary name given to an individual at birth, baptism, or during another naming ceremony, or through legal change. Blanks are NOT allowed. Use NMN (no middle name) where appropriate.

Student's Last Name

The name borne in common by members of a family.

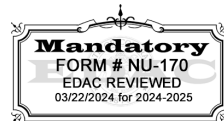
Student's Gender

An individual's sex.

| Code | Description |
|------|-------------|
| 01 | Female |
| 02 | Male |
| 03 | Non-binary |

Student's Date of Birth

The month, day, and year (MMDDYYYY) on which an individual was born (i.e. 09151989).





2024-2025 Summer EBT File Layout

Student's Grade Level

The grade level or primary instructional level at which a student enters a school or an educational institution during a given school year.

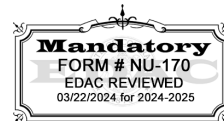
| Code | Description |
|------|------------------------------------|
| 002 | Infant |
| 004 | Pre-Kindergarten (Preschool) |
| 006 | Half Day Kindergarten (450+ hours) |
| 007 | Full Day Kindergarten (900+ hours) |
| 010 | Grade 1 |
| 020 | Grade 2 |
| 030 | Grade 3 |
| 040 | Grade 4 |
| 050 | Grade 5 |
| 060 | Grade 6 |
| 070 | Grade 7 |
| 080 | Grade 8 |
| 090 | Grade 9 |
| 100 | Grade 10 |
| 110 | Grade 11 |
| 120 | Grade 12 |

Language Background

Any student, who has a language proficiency code of Non-English Proficient (NEP), Limited English Proficient (LEP), Fluent English Proficient (FEP), Primary or Home Language Other Than English (PHLOTE), or Former EL (FELL), must have a language background other than English (ENG). [You can download an excel file with the list of active and inactive language codes from this site.](#)

Primary Parent/Guardian First Name

A name given to an individual at birth, baptism, or during another naming ceremony, or through legal change. This person is the legal parent or guardian of the student and is considered the Head of Household. This field is needed for the purpose of mailing the S-EBT card to the student.





2024-2025 Summer EBT File Layout

Primary Parent/Guardian Last Name

The name borne in common by members of a family. The person is the legal parent or guardian of the student and is considered the Head of Household. This field is needed for the purpose of mailing the S-EBT card to the student.

Primary Parent/Guardian Telephone Number

Primary phone number of the legal parent or guardian of the student who is considered the Head of Household. If there is no phone number on file for the parent/guardian, enter “None”.

Primary Student’s Mailing Address 1

This is the student’s primary mailing address information and typically contains the building number and street name. This field is needed for the purpose of mailing the S-EBT card to the student.

Primary Student’s Mailing Address 2

This includes any additional information about the student’s address and typically includes things like a rural route number, apartment number, unit number, etc.

Primary Student’s Mailing City

The city for the student’s mailing address. This field is needed for the purpose of mailing the S-EBT card to the student.

Primary Student’s Mailing State

The state abbreviation for the student’s mailing address. This field is needed for the purpose of mailing the S-EBT card to the student.

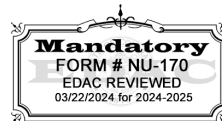
Primary Student’s Mailing Postal Code

The postal code for the student’s mailing address. This is typically a 5-digit number but can include a 4-digit extension as well. This field is needed for the purpose of mailing the S-EBT card to the student.

Free/Reduced Lunch Price Eligible

Indicate if the student is eligible for FRPL.

| Code | Description |
|------|------------------------|
| 00 | Not Eligible |
| 01 | Free Lunch Eligible |
| 02 | Reduced Lunch Eligible |





2024-2025 Summer EBT File Layout

FRPL Eligibility Date

The district can choose to provide the date the student was found eligible for Free/Reduced Price Lunch. This information is helpful to assist with questions around dispute resolutions.

Document Changes:

| Date | Description of Change | Reason for Change | Element(s) Affected |
|------|-----------------------|-------------------|---------------------|
| | | | |
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