



STATE OF MICHIGAN
DEPARTMENT OF EDUCATION
LANSING

GRETCHEN WHITMER
GOVERNOR

MICHAEL F. RICE, Ph.D.
STATE SUPERINTENDENT

**CHILD NUTRITION PROGRAMS
ADMINISTRATIVE MEMO NO. 2
School Year 2024-2025**

SUBJECT: Direct Certification and Extended Eligibility – Ensure Eligible Students Access Summer EBT Benefits

DATE: December 9, 2024

Students who are directly certified automatically qualify for Summer EBT benefits. The Supplemental Nutrition Eligibility (SNE) code '5' has been added to identify students eligible through extended direct certification—those who live in the same household as a student appearing on the Direct Certification report and receiving Supplemental Nutrition Assistance Program (SNAP), Temporary Assistance for Needy Families (TANF), or Medicaid-Free benefits.

Next Steps:

Run the Direct Certification report every time a new report is available, which is biweekly. This helps ensure all eligible students are identified. Report students using SNE code '5' for students qualifying under extended direct certification criteria. These steps will help ensure that all eligible students are accurately identified as eligible.

Accurate Reporting Deadlines

To ensure timely delivery of Summer EBT benefits in May 2025, address of eligibility changes must be reported in the Student Record Maintenance collection (for K-12 students) or the Nonpublic School Student Roster Collection by **January 9, 2025**.

Contact Information

For families with questions about Summer EBT:

Phone: (833) 905-0028, option 2

Email: MDHHS-SEBT@michigan.gov

For school staff inquiries:

Email: MDE-SEBT@michigan.gov

Thank you for your attention to these updates and your ongoing support in helping students access the Summer EBT program.

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