[date]

Dear Household,

The State of Vermont will be issuing Pandemic-Electronic Benefit Transfer (P-EBT) cards to help with students’ food costs over the summer months. P-EBT benefits are funds provided on an electronic benefit transfer card that a household may use to purchase food items at grocery stores, convenience stores, online retailers and farmers markets where 3SquaresVT (SNAP) benefits are accepted. For families receiving 3SquaresVT, P-EBT benefits will be added to existing EBT cards for students who qualify. Families who have already received a P-EBT benefit this school year will have the Summer P-EBT benefit added to their existing card. For other families, you will receive a special P-EBT card from the Vermont Department for Children and Families for students who qualify. The Summer P-EBT benefit will be issued in late July 2021.

Unlike the P-EBT benefits issued for School Year 2020-2021, the Summer P-EBT benefit does not depend on your student’s learning modality. [CEP or Provision 2 schools use the following language]: Your student was not eligible to receive P-EBT benefits during the school year because they were learning in-person for the entire school year and had access to meals at school. However, because our school offers free meals to all students through the Community Eligibility Provision (CEP)/Provision 2 [select one], your student will receive the Summer P-EBT benefit of $375.

[Schools who normally operate pricing programs use the following language]: Your student was not eligible to receive P-EBT benefits during the school year because they were learning in-person for the entire school year and had access to meals at school. However, your student will receive the Summer P-EBT benefit of $375 because they are qualified for free and reduced price meals.

**ACTION NEEDED:** To make sure that the State of Vermont issues the benefit to the correct person, please look at the Head of Household, Date of Birth, and Mailing Address information that we have on file for your student (below) and confirm that this information is correct. If it is correct, no action is needed. If it is not correct, please contact [fill in appropriate contact information] no later than June 11, 2021.

[List Head of Household, mailing address, and student date of birth on file in whatever format works best for your existing system]

Thank you for your assistance with this. You can find out more about P-EBT benefits by visiting <https://dcf.vermont.gov/esd/covid19/P-EBT>.

Sincerely,

[Signature]

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: https://www.usda.gov/oascr/how-to-file-a-program-discrimination-complaint, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

(1) mail: U.S. Department of Agriculture

Office of the Assistant Secretary for Civil Rights

1400 Independence Avenue, SW

Washington, D.C. 20250-9410;

(2) fax: (202) 690-7442; or

(3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov)

This institution is an equal opportunity provider.