# Attachment A, SNP Memo No. 2019-2020-36

# March 27, 2020

## **Emergency Meals-to-You**

The [Meals-To-You (MTY) Demonstration Project](http://www.mealstoyou.org/) provides crucial nutrition to children in rural settings who may otherwise be unable to access federal nutrition programs. MTY was initially created as a common-sense response for rural communities where congregate meals are impractical. Due to the success of the model, emergency Meals-to-You (eMTY) is being offered as a response to COVID-19-related school closures.

In this program, families with students who attend a Community Eligibility Provision (CEP) participating school or are eligible for free or reduced-price meals opt-in to receive one box per child every two weeks for the time period of their school closure. Each box is delivered via UPS (or USPS for P.O. boxes) and contains components for 20 meals: 10 breakfasts and 10 lunches/suppers.

### **How does it work?**

1. School Food Authorities (SFAs) will complete the application for eligible schools and submit it to the appropriate state agency (SA),
2. The SA will review the application for accuracy and forward it to Baylor, verifying that the SFA is in good standing.
3. Baylor will review the application. When the application is approved, several things will happen. Baylor will notify the SFA and:
	1. negotiate an enrollment type and window that meets the SFA’s needs,
	2. Add the school to the enrollment section of the website,
	3. Provide outreach language to the SFA.
4. The SFA will conduct outreach to their families,
5. Families will begin enrolling via the method chosen by the SFA,
6. Baylor will check addresses and school enrollment as applications arrive,
7. Boxes of food will be mailed and delivered to the family.

*Note: this is not the only way for an SFA to implement non-congregate meal delivery under the recent waivers.* *USDA has a Q&A about meal delivery on the* [*USDA website*](https://www.fns.usda.gov/sfsp/covid-19-meal-delivery)*.*

*Since 2009, the Baylor University Collaborative on Hunger and Poverty has been working to discover, develop and implement research-informed solutions to food insecurity. We have developed business models, route optimizations, and best practices for increasing participation in SNAP and the child nutrition programs. We leverage the power of multi-sector collaborations to create hunger-free communities.*

### **School Food Authority (SFA) Eligibility**

#  SFAs can apply for campuses which meet the following criteria:

1. Have announced school closures for at least four weeks, and
2. Have 50% or higher free and reduced-price lunch eligibility, and
3. Are designated rural at the [National Center of Education Statistics](https://nces.ed.gov/) or the majority of their attendance zone is in an [area designated rural by USDA](https://www.fns.usda.gov/rural-designation).

### **SFA Responsibilities**

1. Once approved, SFAs will conduct outreach to their eligible families (**at least one child in the household must** be free and reduced-eligible, or all students if the school is participating in the CEP). Outreach language will be provided to the school district.
2. As students enroll at the MTY website, we will check their addresses for deliverability through UPS and USPS. Applicants with an undeliverable address will be notified and the information will be forwarded to the school district. Any attempts to obtain a deliverable address will be at the school district’s discretion.
3. Throughout the enrollment time period, Baylor will provide lists of enrolled students to the school district. The school district must verify students’ enrollment status at one of the schools named on the district application.

### **SA Responsibilities**

# For an SFA to apply, their SA would need to:

# receive the application from the SFA,

# ensure that the application matches information the state agency has on file, and

# email the application to info@mealstoyou.org with the subject line: eMTY application: SFA/State/Region.

# At their discretion, an SA can also:

# Share information about emergency MTY with their SFA’s en masse or targeted towards specific SFAs.

# Some SAs have requested to complete a state application on behalf of their target districts. If an SA wants to take this approach, they can contact us directly.