



#201-22

**Commonwealth of Virginia
Virginia Department of Education
Superintendent's Memo #201-22**

DATE: September 9, 2022
TO: Division Superintendents
FROM: Jillian Balow, Superintendent of Public Instruction
SUBJECT: **FY 2022 Pandemic EBT Local Level Administrative Cost Grant Funds**

The fiscal year (FY) 2022 Pandemic EBT (P-EBT) Local Level Administrative Cost Grant funds will be disbursed via electronic data interchange on October 7, 2022. In order to receive these funds, the signed P-EBT Administrative Grant Funds Certification Statement (**Attachment A**) must be signed and returned by **Friday, September 23, 2022**.

The U.S. Department of Agriculture, Food and Nutrition Service (USDA-FNS) allocated these funds to assist with the administrative costs incurred by local school food authorities (SFAs) for P-EBT benefit issuance in school year (SY) 2021-2022. Local level P-EBT funds are awarded to SFAs based on the number of P-EBT eligible students. School divisions with less than 1,000 P-EBT eligible students will receive \$628; divisions with 1,001-5,000 P-EBT eligible students will receive \$3,135; and divisions with more than 5,000 P-EBT eligible students will receive \$5,950. **Attachment B** lists the school division allocations.

The P-EBT administrative grant funds must be deposited to the nonprofit school foodservice account and may only be used by the school nutrition program as reimbursement for costs incurred to support P-EBT in SY 2021-2022. Tracking and reporting of these costs is not required. General governmentwide grant rules under Title 2 of the Code of Federal Regulations apply to this award.

The signed certification statement (**Attachment A**) must be submitted to the SNP Policy mailbox at SNPPolicy@doe.virginia.gov by **Friday, September 23, 2022**.

For more information

For questions, please contact Courtney Jones, SNP Operations Supervisor via email at Courtney.Jones@doe.virginia.gov or via telephone at (804) 225-2330.

JB/SCC/CEJ/cc

- A. Attachment: [P-EBT Administrative Grant Funds Certification Statement](#) (DOCX)
- B. Attachment: [P-EBT Administrative Funding Allocations for FY 2022 Reimbursement](#) (XLSX)