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# **P-EBT**

# **Pandemic Electronic Benefit**

# **Transfer**

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**Summer '21 Upload Process for Newly NSLP Eligible Children**

# Agenda



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- P-EBT SY20-21 Summary
- Newly National School Lunch Program (NSLP) eligible students
- Summer upload process
- Timeline/Key Dates
- Point of Contact (POC) for technical and other support
- Live Demo
- Open Forum/ Q&A

# P-EBT SY2021 Summary



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- To be eligible for SY20-21 P-EBT, a child had to meet one of the following criteria:
  - Certified for free or reduced-price meals through the National School Lunch Program (NSLP).
  - Attends a Community Eligibility Provision (CEP) or Provision 2 (P2) school that offers free meals to all students through the National School Lunch Program.
  - Born after Aug. 1, 2014, in a family who received SNAP benefits for at least one month between October 2020 and June 2021.
- At least 3.8M children (childcare and school-aged) received SY20-21 P-EBT benefits either directly on existing SNAP cards or new P-EBT cards through the P-EBT online application.
  - They were SNAP certified before 6/30.
  - For summer '21 P-EBT benefits, children verified to be enrolled in an NSLP participating school during the last month of the school year, will receive direct issuance for summer benefits to their existing P-EBT cards the week of 11/29.

# Newly NSLP eligible students Summer 2021

- NSLP applications completed between 7/1/21 and 8/28/21:
  - NSLP forms should have been received by your office no later than 8/28/21.
  - During SY20-21 they were not NSLP certified at the time to receive 20-21 school year benefits.
  - Students should have been enrolled in the last month of SY20-21 in an NSLP campus.
  - Will only receive summer '21 and not SY20-21 P-EBT benefits.
  - Includes Seamless Summer Option (SSO) campuses.
- For CEP/P2 campuses as of SY20-21, upload all new/transfer students who enrolled between 7/1/21 – 8/28/21.
- For children that enroll on/after 7/1/2021 but withdraw before 8/28, include them in the upload file.



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# Newly NSLP eligible students Summer 2021

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- Any CEP Campuses electing CEP for the first time for SY 21-22, upload all eligible students who completed and returned a socioeconomic form between 7/1/21 - 8/28/21.
- Families will receive P-EBT cards in the mail in December with notices containing information on obtaining assistance.



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# Summer upload process

- After or during training, attempt to access [www.YourTexasBenefits.com](http://www.YourTexasBenefits.com) link, you should receive/see this: retrieve your username, reset password, and upload data

**Your Texas Benefits** Help | Español | **Log In**

If you receive SNAP food benefits and were affected by Hurricane Nicholas, call 2-1-1 and select Option 2 to get help with replacing your benefits. For more information, click [HERE](#).

Summer P-EBT (June-August) is for families with children (K-12) who are certified for free or reduced-price meals through the National School Lunch Program (NSLP) and for families with children born after Aug. 1, 2014, who receive SNAP. For more information click [HERE](#).

Don't miss a call from us. When we call for an interview, the caller ID will say (737) 867-7700. Add it to your phone contacts so you know it's us when we call.

! SNAP recipients will get the maximum amount for their household size, if they don't already, for October. (Click [HERE](#) to see the maximum monthly SNAP amounts.)

Benefits for SNAP recipients with a September - December renewal date have been extended for 6 months. Click [HERE](#) to learn more under SNAP benefits.

MEDICAID: Coverage for Medicaid recipients will continue during the public health emergency. Medicaid recipients who no longer meet the criteria for their current type of Medicaid coverage may be moved to another type of Medicaid coverage. Medicaid recipients will be notified if their coverage is changing and if they need to take any action. Click [HERE](#) to learn more under Medicaid & CHIP Services.

For information about COVID-19, call 2-1-1 and select Option 6. [Find a testing site.](#)

**Learn**  
About benefit programs

**Apply**  
For new benefits

**Manage**  
Your account or applications

Learn how Your Texas Benefits can help you

**Your Texas Benefits** Help | Español | Log In

You won't be able to use the Your Texas Benefits website and mobile app Saturday, Oct. 9, 6 a.m. through Sunday, Oct. 10, 11 p.m. due to maintenance.

If you receive SNAP food benefits and were affected by Hurricane Nicholas, call 2-1-1 and select Option 2 to get help with replacing your benefits. For more information, click [HERE](#).

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### Login to your account

User name

Password

Remember me  Show password

**LOG IN**

[Forgot password?](#) [Don't have an account?](#)

[Forgot user name?](#) [Create a new account](#)

# Summer upload process

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- If you receive an error message, please contact your IT team for support to resolve the error. The HHSC link will have to be whitelisted by your IT Support.
- Attempt accessing the link again before 11/15 to ensure ability to log in.



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# Summer upload process

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- Only identified school district POCs will have access to HHSC YourTexasBenefits portal to upload data.
- HHSC's CSV file format must be uploaded (already shared with school districts). Template available on YourTexasBenefits portal.
- File layout must include all student information including SSN and DOB. All primary parent information is required, except for parent DOB, it's optional.
- Review HHSC's shared user guide for upload instructions, file layout guidance, screenshots, and helpful tips to minimize upload errors.





# 2021 Timeline: TEA/TDA School Districts

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## October:

**10/12-10/27:** Summer upload testing for selected sample school districts.

**10/25:** TEA and TDA will share final Help Guide with all school districts attending the 10/28 webinar. *Please encourage participants to review prior webinar.*

**10/28:** TEA-hosted webinar for all school districts and Education Service Centers. HHSC will present and facilitate a live demo of the upload process. TEA will send calendar invite by 10/20.



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## **November/December:**

**11/14-11/15:** HHSC create user accounts for school districts. You will receive an automated email from [DoNotReply@hhsc.state.tx.us](mailto:DoNotReply@hhsc.state.tx.us) informing you an account has been created and how to reset password. Check your junk/spam folder if email not received in your inbox on 11/15. If you haven't received email by 8:00 AM on 11/16, email [pebt\\_data@hhs.texas.gov](mailto:pebt_data@hhs.texas.gov) for assistance.

*TEA/TDA already sent HHSC school district POC information (PEIMS coordinators and/or other designated POC)*

**11/15-12/3:** School districts upload newly eligible students, using HHSC's CSV file layout. School districts are advised to upload on 11/15 to give time to correct file if necessary. The day after uploading, school districts should log into YTB to confirm the upload has been successfully processed.

**12/3:** *Deadline for all school districts to complete uploading data. School districts that fail to upload their data by 12/3, eligible students will not receive summer P-EBT.*

**12/6-12/10:** Summer P-EBT benefits issued to newly eligible students.



# POC for Technical & Other Support



- For file layout and student data upload related assistance such as:
  - Received error message attempting to upload file
  - Confirming upload file received

Contact: [pebt\\_data@hhs.texas.gov](mailto:pebt_data@hhs.texas.gov)

- For student data/NSLP meal eligibility and/or campus eligibility questions,
  - Private schools: please contact your respective Education Service Center (ESC) POC.
  - Public schools: please email [TSDSCustomerSupport@tea.texas.gov](mailto:TSDSCustomerSupport@tea.texas.gov).

# Live Demo: Upload Process

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- HHSC IT overview:
  - Live demo
    - Logging into YTB portal
    - File layout – preparing the file
    - File upload process (has to be HHSC CSV template)
    - Potential errors with uploading files
    - Monitoring uploaded files
    - Viewing issuance status (mid- to late-December)

*Note: have the user guide document accessible/open during the live demo for quick reference.*



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# **P-EBT Pandemic Electronic Benefit Transfer**

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