



30 Day Carryover

What is 30 Day Carryover?

- Children who receive free and reduced meal benefits during the previous school year are eligible for free and reduced meals up to 30 operating days into the next school year. The carryover begins on the first operating day of school, or until a new eligibility determination is made.
- Carryover exists to allow schools enough time to process new applications for the new school year while still providing students in need with free and reduced meal benefits.

Who is Eligible?

- Children from households with approved applications on file from the previous school year.
- Newly enrolled children from households with children who were approved for benefits in the school corporation the previous year.
- Children from households directly certified for benefits in the previous school year.
- Children determined Other Source Categorically Eligible (homeless, migrant, runaway, and foster) for free benefits during the previous school year.
- Children who transfer from a school building that was operating a Provision (CEP or Provision 1, 2, 3).
- Children in kindergarten who were enrolled in Head Start under the same school corporation during the previous school year.
- Children previously approved who transfer from one school building to another school building under the same school corporation.

Application Information

- When a family submits a new application during the 30 day carryover period, the application must be processed within 10 operating days. Whenever possible, applications should be processed immediately.

Changes in Benefit Eligibility

- If the eligibility benefit is the same or better than the previous school year (i.e. moving from reduced to free), then make the eligibility change immediately and notify the household.
- If the eligibility benefit is denied or reduced from the previous year, send a notification letter home indicating that their benefit will change in 10 calendar days.

What happens after 30 days?

- If the household did not re-apply during the 30 day carryover period, their benefits change to paid on the 31st operating day.
- If the household reapplies after the 30 day carryover period has ended, process the application as soon as possible.
 - If the benefit is free or reduced, change the status immediately and send a letter home.
 - If the benefit is denied, send a letter home indicating they have been denied. Since they waited to apply after the 30 day carryover, their status is already paid so there are no changes that need to be made on the household's eligibility.

Best Practice

- Schools are not required but should try to reach out to households that have not reapplied at least once during the 30 day carryover period.
- Schools are not required to send a notification letters at the end of the 30 day carryover period to inform their benefits have changed to paid. If a school chooses to send a notification letter, they must make sure the household's eligibility has changed to paid on the 31st operating day.
- If a household does not reapply by the 30th operating day, immediately change their benefit to paid on the 31st operating day.
- Schools can utilize the state agency's Notification of Meals letter template - 30 Day Carryover - <http://www.doe.in.gov/nutrition/snp-verification>.
- Please note that the carryover period and required timeframe for processing of applications are operating days, while the changes in benefits are calendar days.