

State Agency Template

State agency: Alabama

Instructions:

- In **columns 1-3**, enter the LEA ID, LEA name, and district-wide identified student percentage (ISP) for every LEA with at least one eligible school.
- An "X" will appear in the appropriate **column 4 or 5** to indicate that the LEA is eligible or near eligible to participate in CEP. Only one column should be marked between columns 4-5.
- Follow the instructions in row 7 to complete **columns 6-11**.
- An "A" will appear in **column 12** if all the schools in the LEA in column 2 are participating in CEP (the # of schools entered in columns 8 and 10 should match).
- An "S" will appear in **column 13** if one or some schools in the LEA in column 2 are participating in CEP (the # of schools entered in column 10 is less than the # of schools entered in column 8).
- Provide additional comments or clarifications in **column 14**.
- Submit completed template to cepnofification@fns.usdo.gov by May 1 to publish the list of LEAs receiving CEP eligibility notices on your website. This information will be linked to FNS' CEP web site. LEAs receiving notices for district-wide eligibility must be reported in the columns below.

1	2	3	COLUMNS 4 & 5 AUTOMATICALLY POPULATE (Only One Column Should Be Marked per LEA)		6	7	INFORMATION FOR ENTIRE LEA ONLY		INFORMATION FOR PARTICIPATING CEP SCHOOLS ONLY		FOR LEAS PARTICIPATING IN CEP IN AT LEAST ONE SCHOOL (Columns 12 & 13 Automatically Populate - Only One Column Should Be Marked per LEA)		14
			4	5			8	9	10	11	12	13	
LEA ID	LEA name	District-wide Identified Student Percentage (ISP)	Eligible to Participate District-wide	Near Eligible to Participate District-wide	Currently Participating in CEP	Participating and Eligible for a Grace Year	Total Number of Schools in Participating, Eligible, and Near-Eligible LEAs	Total Student Enrollment in Participating and Eligible LEAs	Total Number of CEP Schools in the LEA	Total Student Enrollment at CEP Schools	Currently Participating in CEP District-wide	Currently Participating in CEP in One or Some Schools (Not District-wide)	Comments
Enter the LEA ID, as reported on the FNS-742, for each LEA with at least one school eligible to participate in CEP. Entering duplicate LEA IDs will result in an error and the duplicate cells will be highlighted in red until corrected. Yellow cells will clear once data is entered.	Enter the name of each LEA, as reported on the FNS-742, with at least one CEP-eligible school. Yellow cells will clear once data is entered.	Enter the district-wide ISP as of April 1 of the current year. ISP = # of identified students divided by total enrollment. Enter the ISP as a percentage rounded to two decimals. Ex: 62.50% If using the FNS-742 to complete this column, note that data reported in Section 3 of the FNS-742 (Students approved as free eligible not subject to verification) does not include the corresponding data for students in CEP schools or non-base-year Special Provision schools. For a more accurate count of the # of identified students at the LEA-level, States are encouraged to combine the total # of students reported in Section 3 of the FNS-742 for that LEA plus the LEA-level data submitted for inclusion in Data Element #3 of the State-level FNS-834 (The # of SNAP children in CEP schools and non-base-year Special Provision schools). DO NOT INCLUDE THE 1.6 MULTIPLIER An ISP greater than 100.00% will result in an error and the cell will be highlighted red until corrected. Yellow cells will clear once data is entered.	An "X" will appear in this column if the LEA in column 2 is eligible to participate in CEP. (ISP in column 3 is >=40%).	An "X" will appear in this column if the LEA in column 2 is nearly eligible to participate CEP. (ISP in column 3 is >=30% and <40%).	Place an "X" in this column if the LEA in column 2 is currently participating in CEP in at least one school. Note: The "X" is not case sensitive. Using any other letter or icon will result in an error and the cells will be highlighted red until corrected.	Place an "X" in this column if the LEA in column 2 is currently in its 4th year of CEP participation and is eligible for a Grace Year. (ISP >=30% and <40%) Note: The "X" is not case sensitive. Using any other letter or icon will result in an error and the cells will be highlighted red until corrected.	If the LEA in column 2 is currently participating in CEP or eligible/near eligible to participate (there is an "X" in column 4, 5 or 6) enter the total # of schools in the LEA. A yellow cell in this column indicates missing data. Enter the total # of CEP schools to clear the cell color.	If the LEA in column 2 is currently participating in CEP or eligible to participate (there is an "X" in column 4 or 6), enter the total # of students enrolled at the LEA (denominator of ISP). A yellow cell in this column indicates missing enrollment data. Enter the total # of CEP schools to clear the cell color.	If the LEA in column 2 is currently participating in CEP (there is an "X" in column 6), enter the total # of CEP schools. For any participating LEA, if the # of CEP schools entered in this column is greater than the total # of schools entered in column 8, this will result in an error in columns 12 and 13 until corrected. A yellow cell in this column indicates missing data. Enter the total # of CEP schools to clear the cell color.	If the LEA in column 2 is currently participating in CEP (there is an "X" in column 6), enter the # of students enrolled at all CEP schools. This is the sum of the total # of students enrolled in all CEP schools entered in column 10. A yellow cell in this column indicates missing enrollment data. Enter the total # of CEP schools to clear the cell color.	An "A" will appear in this column if ALL schools in the LEA in column 2 are participating in CEP. If the LEA in column 2 is participating in CEP district-wide, then the # of schools entered in column 8 should match the # of CEP schools entered in column 10.	An "S" will appear in this column if ONE or SOME, but not all, schools in the LEA in column 2 are participating in CEP. If the LEA in column 2 is participating in CEP in one or some schools, then the # of schools entered in column 8 should be more than the # of CEP schools entered in column 10.	
001-0000	Autauga County Board of Education	32.29%		X			12	9173					
002-0000	Baldwin County Board of Education	28.52%											
003-0000	Barbour County Board of Education	76.03%	X		X		3	845	3	845	A		
004-0000	Bibb County Board of Education	41.726%	X				8	3233					
005-0000	Blount County Board of Education	29.66%											
006-0000	Bullock County Board of Education	72.11%	X		X		3	1459	3	1459	A		
007-0000	Butler County Board of Education	60.81%	X				6	2950					
008-0000	Calhoun County Board of Education	38.58%		X			17	8473					
009-0000	Chambers County Board of Education	48.00%	X		X		10	3515	9	2761		S	
010-0000	Cherokee County Board of Education	37.19%		X			7	3872					
011-0000	Chilton County Board of Education	40.35%	X				12	7884					
012-0000	Choctaw County Board of Education	65.19%	X		X		4	1292	4	1292	A		
013-0000	Clarke County Board of Education	56.12%	X		X		7	2742	7	2742	A		
014-0000	Clay County Board of Education	36.94%		X			4	1841					
015-0000	Cleburne County Board of Education	36.12%		X			7	2525					
016-0000	Coffee County Board of Education	38.42%		X			4	2475					
017-0000	Colbert County Board of Education	43.37%	X				9	2737					
018-0000	Conecuh County Board of Education	69.01%	X		X		6	1442	6	1442	A		
019-0000	Coosa County Board of Education	54.63%	X				2	603	2	603	A		
020-0000	Covington County Board of Education	40.77%	X				9	3046					
021-0000	Crenshaw County Board of Education	47.06%	X		X		3	2268	3	2268	A		
022-0000	Cullman County Board of Education	31.04%		X			26	9423					
023-0000	Dale County Board of Education	42.67%	X				7	3267					
024-0000	Dallas County Board of Education	73.49%	X		X		11	3193	11	3193	A		
025-0000	DeKalb County Board of Education	45.55%	X		X		14	8863	5	3118		S	
026-0000	Elmore County Board of Education	35.72%		X			14	11711					