



DEPARTMENT OF DEFENSE
EDUCATION ACTIVITY
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Logistics Division

08-L-001

Date: July 22, 2008

DEPARTMENT OF DEFENSE EDUCATION ACTIVITY
POLICY MEMORANDUM

SUBJECT: Categorical Eligibility of Sure Start Participants

- References: (a) Department of Defense Education Activity Policy Memorandum, "Categorical Eligibility of Sure Start Participants," November 1, 2007 (hereby canceled)
- (b) DoDEA 1005.1-M, Department of Defense Education Activity Administrators' Manual, October 2007

It is the policy of the Department of Defense Education Activity (DoDEA) that all children enrolled in a Department of Defense Dependent Schools' Sure Start Program are considered categorically eligible for free meals served through the Student Meal Program (SMP) (Reference (b)).

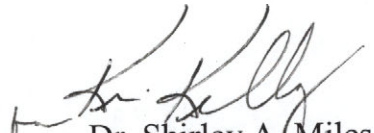
Sure Start serves primarily children from families with household incomes at or below the Federal poverty level. However, a small proportion of children in families with household incomes above the poverty level may be served. In the past, only those children who were income eligible for Sure Start were considered automatically eligible for free meals in the Student Meal Program. This memorandum makes any child automatically eligible for free meals without further application or eligibility determination. Therefore, even a child who is not from a household with an income at or below the poverty level is automatically eligible for free meals if they are enrolled in the Sure Start Program. Requirements are as follows:

1. Documentation of a child's participation in a Federally-funded Sure Start Program is required to establish categorical eligibility for free meals in the SMP. Confirmation that the child has not yet entered kindergarten must be included in the documentation from the Sure Start official. Documentation of a child's Sure Start participation could include an approved Sure Start application for the child's family; or a statement of enrollment in Sure Start; or a list of children participating in Sure Start; and confirmation that the child has not yet entered kindergarten.

2. Verification of eligibility from the household is not required when documentation of categorical eligibility is obtained from Sure Start officials.

Categorical eligibility does not apply to other family members.

The provisions of this policy will be included in a new DoD Instruction, "Administering the Student Meal Program in Department of Defense Dependents Schools (DoDDS)." Questions concerning this policy should be addressed to the DoDEA Headquarters' School Meal Program Manager, 703-588-3532.



Dr. Shirley A. Miles
Director