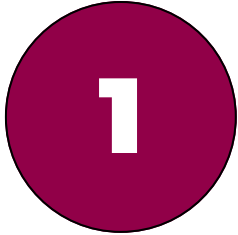




# SUN Bucks Benefits

## ACTIONS REQUIRED BY THE SFA

Summer Electronic Benefit Transfer Program (Summer-EBT/SUN Bucks) supplements summer meals programs by providing grocery-buying benefits to low-income families with school-aged children who lose access to free or reduced-price school meals through the National School Lunch and School Breakfast Program when schools are closed for the summer. The following resource outlines the actions required for SUN Bucks by School Food Authorities.



### REPORTING STUDENT DATA AND ELIGIBILITY

School Food Authorities' primary responsibility for the SUN Bucks Program is ensuring accurate student-level enrollment and free and reduced-price eligibility is provided to ADE via the CNP Summer EBT - SUN Bucks application in ADEConnect annually.

#### KEY DATES

##### DATES OF ENROLLMENT

July 1 - June 30

SFAs are to report all students who were enrolled at least one day from **July 1 to the last day of the academic school year or June 30**, whichever comes first.

##### DATES OF ELIGIBILITY DETERMINATIONS

July 1, 2024 - August 5, 2025

SFAs are to report free and reduced-price eligibility for students for **eligibility determinations made up to August 5, 2025**. This means, SFAs are to report any new or changed free or reduced-price eligibility determinations for students who were enrolled from July 1, 2024 - June 30, 2025 up to August 5, 2025.

##### ACTION

##### COLLABORATE WITH SIS REPRESENTATIVE

Throughout the School Year

SFAs should be working closely with their SIS contact to ensure student data from the POS system matches the data maintained by SIS.

*A strong collaboration between School Nutrition and SIS is imperative for the success of SUN Bucks. By periodically verifying student data is consistent and accurate, SFAs will be better able to assure students that qualify will receive the SUN Bucks benefit at the soonest availability.*

##### ACTION

##### REPORT STUDENT DATA

April\* - August 5, 2025

SFAs are responsible for logging into the CNP Summer EBT - SUN Bucks application in ADEConnect and:

- **Reviewing Pre-Populated Student Data (Students Reported in AzEDs):** Reviewing pre-populated student data for accuracy.
- **Manually Inputting/Uploading Student Information (Non-AzEDs):** SFAs must input student data for any students who were enrolled for at least one day from July 1 to the last day of the academic school year or June 30, whichever comes first.
  - This includes student level enrollment and free and reduced-price eligibility data for any Bureau of Indian Education schools, private schools, and schools with pre-K or federally funded Head Start students.

For more information and assistance, please review ADE HNS' How to Report Students for Summer-EBT in the CNP Summer EBT - SUN Bucks Portal Quick Guide.

*\* HNS communications will announce the availability of the CNP Summer EBT - SUN Bucks portal. Upon notification, SFAs are encouraged to begin inputting/reviewing student data.*



# SUN Bucks Benefits

## ACTIONS REQUIRED BY THE SFA



### PROMOTING SUN BUCKS

Additionally, SFAs are responsible for promoting SUN Bucks and distributing ADE’s SUN Bucks Household application to families who are not automatically certified as eligible for the SUN Bucks benefit but who would otherwise qualify.

#### SUN BUCKS APPLICATION FOR HOUSEHOLDS

The SUN Bucks Household Application allows students enrolled for at least one instructional school day between July 1- June 30, who were not previously certified as free or reduced-price eligible, to apply for the SUN Bucks benefit.

School Food Authorities (SFAs) must make the SUN Bucks Application available to households that believe they are eligible for the SUN Bucks benefit but were not identified as eligible by the SFA. This includes students who attended a school participating in a Special Provision Option who were not directly certified but believe they may be eligible. These households may complete and submit the SUN Bucks Application to ADE by August 5. ADE will process the application and notify the household of eligibility.

- *For more information about eligibility for the SUN Bucks benefit, please review the [Summer-EBT Eligibility Flowchart](#).*

The 2025 Application for the Arizona Summer EBT (SUN Bucks) Benefits will be available soon!

- Availability will be announced by HNS Communications.
- Once announced, the SUN Bucks Application for Households will be available on [ADE HNS' SUN Bucks webpage](#) - Applying for SUN Bucks accordion.

#### PROMOTIONAL RESOURCES

- [USDA's SUN Programs Communications Toolkit](#)
- [ADE HNS' SUN Bucks Webpages](#)

#### NEED HELP OR HAVE QUESTIONS?

**SFA QUESTIONS:** SFAs with questions or those that require any assistance can email [SUNBucks@azed.gov](mailto:SUNBucks@azed.gov).

**QUESTIONS FROM HOUSEHOLDS:** SFAs may direct households with questions to the SUN Bucks parent hotline: (833) 648-4406, SUN Bucks email: [SUNBucks@azed.gov](mailto:SUNBucks@azed.gov), or the [SUN Bucks for Parents and Families webpage](#).



*SFAs are responsible for staying up-to-date on all program requirements. Should the actions required change, they will be announced by HNS Communications.*