



***Commonwealth of Massachusetts
Executive Office of Health and Human Services
Department of Transitional Assistance***

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Lieutenant Governor

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Acting Commissioner

**Online Guide Transmittal 2022-41
May 26, 2022**

To: Department of Transitional Assistance Staff
From: Sarah Stuart, Associate Commissioner for Change Management
Re: Cross Programs: P-EBT School Year 2021-2022

Overview

The Families First Coronavirus Response Act established the option for states to administer Pandemic EBT (P-EBT) benefits. The American Rescue Plan Act of 2021 has allowed states to continue providing P-EBT for families into School Year (SY) 2021-2022.

For SY 2021-2022, P-EBT benefit amounts for students eligible for free/reduced-price meals will be determined by the number of eligible COVID-related absences a student has in a month. On May 25, 2022 eligible Massachusetts families will receive a retroactive P-EBT for COVID-related absences for the period of September 2021 through April 2022. The remaining monthly payments for May and June will be issued on the 25th of the subsequent month.

**P-EBT Notices
and Forms**

Individuals will receive a P-EBT Benefit Information notice for benefits received for SY 2021-2022. This notice will inform the client of the:

- child's name;
 - month for which the COVID-related absences are being paid;
 - number of reported COVID-related absences;
 - number of days for which a P-EBT benefit was paid;
 - date the benefit was issued; and
 - total amount issued.
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**P-EBT Notices
and Forms
(Continued)**

With this notice, individuals will also receive a Request to Review P-EBT Amount form. **If a caregiver reports that the P-EBT benefits they were paid are incorrect for any month, they must complete the Request to Review P-EBT Amount form and return it to the child's school.**

DTA cannot adjust a P-EBT allotment if a caregiver calls to dispute the benefit amount. Families should be directed to follow up with their child's school on any disputes regarding the P-EBT amount received. Staff must no longer complete a P-EBT Follow-Up Request for incorrect or missing P-EBT benefit amounts. The P-EBT Follow-Up Request and P-EBT Follow-Up Request List pages have been removed from BEACON.

Purpose

The purpose of this Online Guide Transmittal is to advise staff of the processing and issuance of P-EBT benefits for School Year 2021-2022.

**New Online
Guide Pages**

Book:	COVID-19
Book:	P-EBT
Page:	P-EBT Eligibility and Amounts SY 2021-2022

**Revised Online
Guide Pages**

Book:	COVID-19
Book:	P-EBT
Page:	P-EBT Eligibility and Amounts SY 2020-2021 (formerly P-EBT Eligibility and Amounts)
Book:	COVID-19
Book:	P-EBT
Page:	P-EBT Functionality in BEACON
Book:	COVID-19
Book:	P-EBT
Page:	P-EBT Communications and Support
Book:	COVID-19
Book:	P-EBT
Page:	P-EBT Issuance

Questions

If you have any policy or procedural questions, after conferring with the appropriate TAO personnel, please have your Systems Information Specialists or TAO management email them to DTA.Procedural Issues.

Systems issues should be directed to the Systems Support Help Desk.
