

School Year 2025 Provision 2 Annual Declaration Form

*Instructions:* This form is to be completed annually and submitted to the assigned Area Consultant (AC) for participation in Provision 2 (P2) along with submission of the base year Free and Reduced Lunch Report or FRL001 report from School Nutrition Online (SNO).

School District: System ID Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Name:

Phone: Email:

1. P2 Claiming Percentages. Check the appropriate box(es) below.
   * Individual School(s)
   * District-Wide (requires State agency approval).
2. P2 Type. Check the appropriate box(es) below.
   * Breakfast only.
   * Lunch only.
   * Both Breakfast and Lunch.
3. Current Provision 2 base year(s)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* School Year (SY) 24-25 is in Year \_\_\_\_of the current Provision 2 cycle for the election type   
  selected above.
* If more than one Provision 2 cycle, provide additional cycle information below.
* Attach the Base Year Free and Reduced Lunch Report that shows free and reduced along with directly certified students.

1. Intended plan for SY24-25. Check the appropriate box below.
   * Establishment of the new base year
   * SY23-24 is cycle year 4, requesting an extension to the four-year cycle (*must contact AC, and   
     State Agency must approve the extension*)
   * In cycle years 2, and 3, continue P2 as the school food authority is currently operating.
   * Terminate Provision 2.
   * Terminate Provision 2 and transition to Community Eligibility Provision for SY24-25.
2. If selected to continue with P2, submit the required SY24-25 P2 Annual Declaration Form to the AC by June 30, 2024.
3. If establishing a New Base Year or requesting an extension to the current four-year cycle was selected, submit a written request along with the required SY24-25 P2 Annual Declaration Form to the AC by June 30, 2024.
4. Establishment of a new four-year cycle for P2 requires a New Base Year to establish claiming percentages for the subsequent 3-year period.
5. The State Agency must conduct a new Base Year Review. It is best to schedule the Base Year Review early in the school year, preferably right after the end of the 30-day Free and Reduced eligibility carryover period.

*Signature of Person Completing Form* *Date*