



AMERICAN SAMOA GOVERNMENT DEPARTMENT OF HUMAN & SOCIAL SERVICES

“Matagaluega Tautua ma Alagamanuia mo Tagata Lautele”

Thursday, December 02, 2021

GOVERNOR

Lemanu P. S. Mauga

LT. GOVERNOR

Talauega E. V. Ale

DIRECTOR

Muavaefa'atasi

John E. Suisala

DEPUTY DIRECTOR

Finance & Administration

Panisia Neueli

DEPUTY DIRECTOR

Programs & Services

Josephine G. Lutali

Mr. Jesus Mendoza, Western Regional Administrator
Food and Nutrition Service, United States Department of Agriculture
90 Seventh Street, Suite 10-100
San Francisco, CA 94103

SUBJECT: P-EBT 2020-2021 Plan Amendment

Dear Regional Administrator Mendoza:

I am writing to submit for your favorable consideration a proposed amendment to our P-EBT State Plan for School Year 2020-2021. As you know, our State Plans for the regular school year and the summer of 2021 were approved on August 16, 2021, and we are currently midway through with program implementation and administration. Our approved State Plans include a process that requires eligible households to complete an application by October 30, 2021, for us to collect demographic and other data necessary to set up case files and issue benefits. Unfortunately, we underestimated the amount of time needed for this purpose. As such, we request your approval of an amendment to extend this deadline to December 31, 2021, to provide eligible households with additional time to provide the necessary information to create case files and issue benefits. Enclosed is a copy of Section 7 of our approved State Plan with the proposed amendments on page 16.

We sincerely appreciate your continued support of food assistance programs for American Samoa as well as the tremendous assistance we continue to receive from your team at the Western Region Office and the national office. Please let me know if you require additional information.

“Providing the best possible services for the people we serve.”

Sincerely,

MUAVAEFA'ATASI JOHN E. SUISALA

Director

Enclosure

P.O. Box 997534 • Pago Pago • American Samoa 96799

Phone: (684) 633-7506 • Facsimile: (684) 633-7449

E-mail: jsuisala@dhss.as (Director)

E-mail: pneueli@dhss.as (Deputy Director)

E-mail: jlutali@dhss.as (Deputy Director)

Response: Since American Samoa's P-EBT State Plan covers the period from August 31 to December 18, 2020, and February 1-12, 2021 as well as the standard 55 days of the summer of 2021, benefit amounts will be grouped and calculated as follows:

Description	Number of Days	Estimated Number of Students	Benefit Amount per Student	Estimated Total P-EBT Benefits
22 public school on virtual learning MWF from August 31-October 9, 2020	17	5,431	\$135.00	\$733,185.00
22 public schools on virtual learning TTh from August 31-October 9, 2020	12	4,933	\$96.00	\$473,568.00
1 private school (St. Theresa Elementary School) on virtual learning Fridays only from August 31-December 18, 2020	16	161	\$128.00	\$20,608.00
1 private school (Kanana Fou School) on virtual learning M-F from February 1-12, 2021	10	551	\$80.00	\$44,080.00
The estimated total amount of P-EBT benefits to be issued to 11,076 public/ private school students for the period of August 31 to December 18, 2020, and February 1-12, 2021 is				\$1,271,441.00
The estimated total amount of P-EBT benefits for the standard 55 days of the summer for 14,038 public/ private school students at \$438 per student is				\$6,148,644.00
The estimated total amount of P-EBT benefits to be issued within this plan's date range is				\$7,420,085.00

All P-EBT benefits will be issued at the ASNAP Office in the form of food coupons and can be redeemed at any authorized ASNAP retail store.

The estimated total number of children in public and private schools is 14,038. The estimated total amount of P-EBT benefits to be issued within this plan's date range is \$7,420,085.

7. Implementation Timeline, EBT Processing, and Benefit Issuance

Please provide an implementation timeline for SY 2020-2021 with estimated dates for major milestones in your plan.

- States should develop their timeline cooperatively, including input from its EBT processor and all State agencies involved in implementing P-EBT. Instead of using specific dates, describe important milestones and realistic durations between

them. USDA suggests that States build their timelines from the date USDA approves the State's plan (Day #0).

- The timeline must include the State's tentative issuance dates. In SY 2019-2020, most States issued in phases, and on a rolling basis thereafter. For example: issuance to SNAP households Day #10, to non-SNAP households on Day #15, and to newly identified cases from Day #16 onward. This is a best practice, which we encourage States to continue.
- Examples of other possible milestones include, but are not limited to:
 - State Education agency provides student data to SNAP State agency (Day #5)
 - P-EBT hotline becomes active (Day #9)
 - Public notice campaign begins (Day #10), etc.

Proposed Date	Milestones	Responsible Agency
Week 1		
Day #0	State Plan Approval	FNS
Day #1	Issue press release regarding the approval and implementation of P-EBT.	DHSS-ASNAP
Day #1	Meet with partners to review and coordinate the implementation plan.	DHSS-ASNAP/ ASDOE
Day #1	Virtual consultation with MIS contractor to finalize plans for enhancements to eligibility system; set-up portal for online application; timeline for project completion including dates for testing, training, and rollout; finalize order for special coupon paper, MICR toner cartridges, and other supplies for coupon issuance.	DHSS-Advanced Solutions, Inc. (ASI)
Day #2	Inform food wholesalers and authorized ASNAP retail stores about the P-EBT to prepare them to order and ship sufficient food inventory to cater for increased amounts of food coupons.	DHSS-ASNAP
Day #2	Set up P-EBT program account with Department of Treasury and bank account with Redemption Agent.	DHSS-ASNAP/ Finance/ Director's Office
Day #3	Send P-EBT application template to the printer for printing	DHSS-ASNAP

Day #3	Train ASNAP management and staff on P-EBT.	DHSS-ASNAP
Day #4	Meet with MIS data personnel from ASDOE for immediate submissions of listings of children in public/private schools.	DHSS-ASNAP/ ASDOE/ ASI
Week 2		
Day #1	Launch outreach and media campaign through public service announcements on public television, radio stations, and social media and live television/radio interviews regarding P-EBT.	DHSS-ASNAP
Day #2-5	Continue outreach campaign	DHSS-ASNAP
Day #3	The first day to accept paper applications for P-EBT.	DHSS-ASNAP
Day #3	Process contract change orders for P-EBT enhancements and bank coupon redemption services.	DHSS-ASNAP/ Finance Division/ Director's Office
Week 3		
Day #1	The first day to verify paper applications against the ASDOE list to identify eligible school-age children confirm children belonging to the same household.	DHSS-ASNAP
Day #5	Match ASDOE list of enrolled school children to identify those who are receiving NAP.	DHSS-ASNAP
Week 4		
Day #1	Deploy P-EBT application portal. Parents can start applying online if they did not submit a paper application.	DHSS-ASNAP/ ASI
Week 5		
Day #1	Train authorized ASNAP retailers about P-EBT and remind them of retailer responsibilities in accepting and redeeming P-EBT food coupons including change-making.	DHSS-ASNAP
Week 6		
Day #1	Deploy P-EBT eligibility system (FADS). First day to input paper applications in FADS. Applications will also be reviewed, processed, and approved/denied at the same time. Notices of Disposition will be	DHSS-ASNAP

	issued and mailed to the applicant upon approval/denial.	
Week 7		
Day #1	Issue identification cards to ARs of approved cases.	DHSS-ASNAP
Week 8		
Day #1	Start conducting ME client file reviews to ensure compliance with program rules.	DHSS-PIT
Week 9		
Day #1	Deadline for filing P-EBT applications to prepare for issuance.	DHSS-ASNAP
Week 12	Start issuing P-EBT benefits for ten (10) days. P-EBT food coupons will be issued in one (1) batch.	DHSS-ASNAP
Week 20	Deadline for eligible households to provide demographic and other data necessary to issue benefits	DHSS-ASNAP
Week 31	P-EBT benefits expires	DHSS-ASNAP
Week 32 to 36	Grace-period for authorized retailers to redeem benefits	DHSS-ASNAP/ Redemption Agent
As required by FNS	Provide program and financial reports to FNS.	DHSS-ASNAP

Please also address each of the following:

- Will the State issue P-EBT benefits on a unique P-EBT card design?

Response: The ASNAP is still issuing NAP benefits in the form of paper coupons with plans to convert them to EBT. As such, we will also be issuing P-EBT benefits in the form of paper coupons. These coupons will have the name “Pandemic EBT” printed on the front of the coupon to differentiate them from the ASNAP, COVID-NAP, and COVID-SNAP coupons that are currently being issued. The color of the P-EBT food coupon will also be different from the colors of the ASNAP, COVID-NAP, and COVID-SNAP food coupons that are currently being issued by the ASNAP.

If so, who will receive these cards, non-SNAP households only? Or also SNAP households?

Response: All P-EBT participants will have Authorized Representatives (AR) to receive and redeem benefits. The ARs will be issued P-EBT identification cards to receive and redeem benefits at authorized retailers.