

iPOM Requirements – Due no later than August 15, 2024

(may be submitted after August 15 with approved waiver – See 1.4)

- 1.1 Provide an estimate of the number of children who will be served in 2025 [[7 CFR 292.8\(e\)\(2\)](#)]:
- 1.2 Attach FNS-366A expenditure plans(s) that reflect planned Fiscal Year 2025 administrative cost requirements for each Summer EBT agency within the State that will draw Summer EBT administrative funds from FNS [[7 CFR 292.8\(e\)\(3\)](#)]. See instructions included with the FNS-366A and Attachment A of policy memo [SEBT 01-2024, FM 01-2024 Summer EBT Administrative Funding Process for FY2024, October 18, 2023](#) for further information about the FNS-366A.
- 1.3 Attach a budget narrative that corresponds with the FNS-366A(s), describes how costs within the budget categories were derived, and demonstrates links between expenditures and specific activities/tasks. The budget narrative will include the administrative needs of all Summer EBT agencies and local educational agencies [[7 CFR 292.8\(e\)\(3\)](#)]. See Summer EBT [budget narrative template](#) and [budget checklist](#).
- 1.4 Waiver request: To request a waiver of the August 15, 2024, deadline to submit the iPOM, the Summer EBT agency must provide the following:
 - 1.4.1 Describe why the waiver is needed and what steps the Summer EBT agency will take to complete the iPOM as quickly as possible: **USVI SNAP response: The waiver is needed to provide the USVI SNAP with ample time to identify the number children who will participate in the FY25 S-EBT and record the data accurately**
 - 1.4.2 Describe the expected waiver implementation date and time period: August 15, 2024, through (the date you expect to submit the iPOM) **USVI SNAP Response: The expected waiver implementation date and time period is Friday, September 6, 2024.**
 - 1.4.3 Link to or provide a copy of the public notice informing the public about the proposed waiver(s): Department of Human Services – U.S. Virgin Islands **USVI SNAP response: Department of Human Services – U.S. Virgin Islands**
 - 1.4.4 Affirmations
 - The waiver will not increase the overall cost of the Summer EBT Program to the Federal Government. If there are anticipated increases, confirm that the costs will be paid from non-Federal funds.
 - The Summer EBT agency will monitor and review implementation of the waiver and report on implementation including a description of how the waiver was implemented and its impact on program administration.