

FRAM Setup Tool Rights

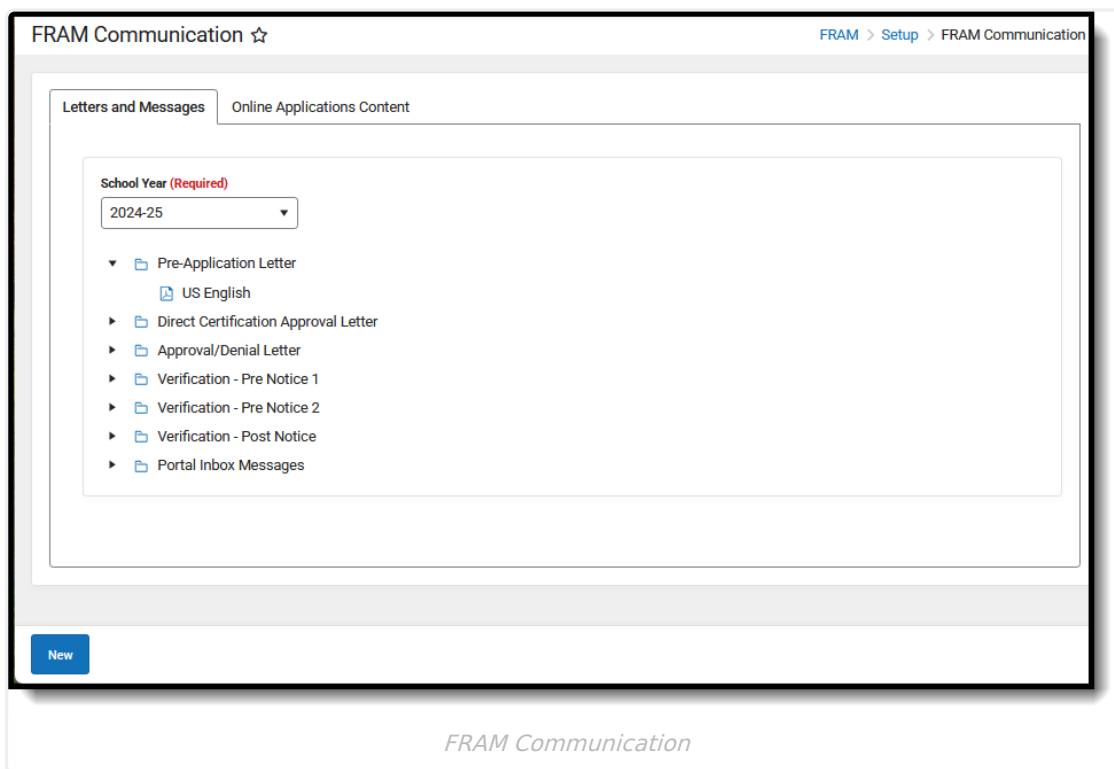
Last Modified on 08/13/2025 11:43 am CDT

FRAM Setup tools allow districts to create and manage letters and online applications, set parameters for applications and verification, and review the income guidelines for a selected school year.

See the following article for information on using these tools:

- [FRAM Communication](#)
- [FRAM Preferences](#)
- [Income Eligibility Guidelines](#)

FRAM Communication



The screenshot shows the FRAM Communication tool interface. At the top, there is a breadcrumb trail: FRAM > Setup > FRAM Communication. Below this, there are two tabs: "Letters and Messages" (selected) and "Online Applications Content". The main content area is titled "School Year (Required)" and shows a dropdown menu with "2024-25" selected. Below the dropdown, there is a list of folders and items:

- Pre-Application Letter
 - US English
- Direct Certification Approval Letter
- Approval/Denial Letter
- Verification - Pre Notice 1
- Verification - Pre Notice 2
- Verification - Post Notice
- Portal Inbox Messages

At the bottom left of the interface, there is a blue button labeled "New".

Note the following:

- Assigning tool rights to just FRAM Communication displays the tool, but the Letters and Message tab and the Online Application Content tab are not accessible. Subrights must be assigned in order to view those tabs.
- Read rights to Letters and Messages and Online Application Content allow access to view the letters and other content, and users can enter new text; however, without Write

rights, the changes will not be saved. An Unsaved Changes message displays at the end of the workflow when entering text without Write rights.

- Read rights to Letters and Messages controls the selection of a School Year on that tab and on the Online Application Content tab.

► [Click here to expand...](#)

▼ FRAM	<input type="checkbox"/> All	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
► Application Processing	<input type="checkbox"/> All	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
► Tools	<input type="checkbox"/> All	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
► Reports	<input type="checkbox"/> All	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
▼ Setup	<input type="checkbox"/> All	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
FRAM Communication	<input checked="" type="checkbox"/> All	<input checked="" type="checkbox"/> Read	<input checked="" type="checkbox"/> Write	<input checked="" type="checkbox"/> Add	<input checked="" type="checkbox"/> Delete
Letters and Messages	<input checked="" type="checkbox"/> All	<input checked="" type="checkbox"/> Read	<input checked="" type="checkbox"/> Write	<input checked="" type="checkbox"/> Add	<input checked="" type="checkbox"/> Delete
Online Applications Content	<input checked="" type="checkbox"/> All	<input checked="" type="checkbox"/> Read	<input checked="" type="checkbox"/> Write	<input checked="" type="checkbox"/> Add	<input checked="" type="checkbox"/> Delete
FRAM Preferences	<input type="checkbox"/> All	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
Application Preferences	<input type="checkbox"/> All	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
Verification Preferences	<input type="checkbox"/> All	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
Permission Preferences	<input type="checkbox"/> All	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
Income Eligibility Guidelines	<input type="checkbox"/> All	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete

Subrights are in italics

R	W	A	D
<p>Access and view the FRAM Communication tool.</p> <p>Additional access requires subrights to Letters and Messages and/or Online Applications Content.</p>	<p>Modify existing letters and content.</p>	<p>Add new letters and content.</p>	<p>Delete letters and content.</p>
Letters and Messages			

R	W	A	D
<ul style="list-style-type: none"> • Select a school year from the dropdown list. • Select and review the displayed letter or message. • Use the options available in the action bar to move through the workflow. • Print the selected letter. 	<ul style="list-style-type: none"> • Modify and save details for the selected letter. • Modify and save the body and footer of the selected letter. 	<ul style="list-style-type: none"> • Add a new letter. • Copy and modify an existing letter. • Select values and review the pre-populated body of the letter. • Review the footer text of the letter. • Save the new letter. 	<ul style="list-style-type: none"> • Delete the selected letter.
Online Applications Content			
<ul style="list-style-type: none"> • Select a school year from the dropdown list. <div> Read rights to Letters and Messages is needed to display the list of school year values. </div> <ul style="list-style-type: none"> • Review the displayed content. • Use the options available in the action bar to move through the workflow. • Print the selected content. 	<ul style="list-style-type: none"> • Modify and save details for the selected content. • Modify and save the text of the selected content. 	<ul style="list-style-type: none"> • Add new content. • Copy and modify existing content. • Select values and review the pre-populated text of the content. • Save the new content. 	Delete the selected content.

FRAM Preferences

FRAM Preferences ☆

FRAM > Setup > FRAM Preferences

Year Preferences

Application Preferences

Verification Preferences

Please remember to read the USDA regulations and Campus Community for any FRAM changes.

School Year (Required)

2025-26

Default Expiration Date (Required)

10/01/2025

Permission to Share ⓘ

Campus Product Permissions

☒ School Store and Activity Registration

Custom Permissions

Add Custom

Save

Roll Forward Permissions

FRAM Preferences

Note the following:

- Assigning tool rights to just FRAM Preferences displays the tool, but the Permission Preferences, Application Preferences, and Verification Preferences are not accessible. Subrights must be assigned to view the tabs.
- Read rights to the three preferences tabs allow access to view the information, and users can enter new values; however, without Write rights, the changes will not be saved. An Unsaved Changes message displays at the end of the workflow when entering text without Write rights.

► [Click here to expand...](#)

FRAM	All	Read	Write	Add	Delete
Application Processing	<input type="checkbox"/> All	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
Tools	<input type="checkbox"/> All	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
Reports	<input type="checkbox"/> All	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
Setup	<input checked="" type="checkbox"/> All	<input checked="" type="checkbox"/> Read	<input checked="" type="checkbox"/> Write	<input checked="" type="checkbox"/> Add	<input checked="" type="checkbox"/> Delete
FRAM Communication	<input type="checkbox"/> All	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
Letters and Messages	<input type="checkbox"/> All	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
Online Applications Content	<input type="checkbox"/> All	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
FRAM Preferences	<input checked="" type="checkbox"/> All	<input checked="" type="checkbox"/> Read	<input checked="" type="checkbox"/> Write	<input checked="" type="checkbox"/> Add	<input checked="" type="checkbox"/> Delete
Application Preferences	<input checked="" type="checkbox"/> All	<input checked="" type="checkbox"/> Read	<input checked="" type="checkbox"/> Write	<input checked="" type="checkbox"/> Add	<input checked="" type="checkbox"/> Delete
Verification Preferences	<input checked="" type="checkbox"/> All	<input checked="" type="checkbox"/> Read	<input checked="" type="checkbox"/> Write	<input checked="" type="checkbox"/> Add	<input checked="" type="checkbox"/> Delete
Permission Preferences	<input checked="" type="checkbox"/> All	<input checked="" type="checkbox"/> Read	<input checked="" type="checkbox"/> Write	<input checked="" type="checkbox"/> Add	<input checked="" type="checkbox"/> Delete
Income Eligibility Guidelines	<input type="checkbox"/> All	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete

FRAM Preferences Tool Rights

Subrights are in *italics*.

R	W	A	D
<p>Access and view the FRAM Preferences tool.</p> <p>Additional access requires subrights to Permission Preferences, Application Preferences, and Verification Preferences.</p>	<p>Modify existing preferences.</p>	<p>Add new preferences.</p>	<p>Delete preferences.</p>
<i>Permission Preferences</i>			
<ul style="list-style-type: none"> • Select a school year from the dropdown list. • Enter a Default Expiration Date. • Mark the options for Campus Product Permissions and Custom Permission. 	<ul style="list-style-type: none"> • Modify and save selected Year Preferences. • Set Roll Forward Permissions for FRAM Preferences. 	<ul style="list-style-type: none"> • Add Custom Permissions to programs outside of Campus. 	<ul style="list-style-type: none"> • N/A
<i>Application Preferences</i>			

R	W	A	D
<ul style="list-style-type: none"> Select the desired Eligibility Import Preferences, General Letter Preferences, Custom Letter Preferences, Canned Letter Preferences, General Application Preferences, and Online Application Preferences. 	<ul style="list-style-type: none"> Modify and save the selected Application Preferences. 	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> N/A
Verification Preferences			
<ul style="list-style-type: none"> Select the desired Verification Letter Preferences and Canned Letter Preferences. 	<ul style="list-style-type: none"> Modify and save the selected Verification Preferences. 	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> N/A

Income Eligibility Guidelines

Income Eligibility Guidelines ☆

FRAM > Setup > Income Eligibility Guidelines

School Year

2025-26

Free Reduced

Export to Excel

Household Size	Annual	Monthly	Twice Per Month	Every Two Weeks	Weekly
1	20,345.00	1,696.00	848.00	783.00	392.00
2	27,495.00	2,292.00	1,146.00	1,058.00	529.00
3	34,645.00	2,888.00	1,444.00	1,333.00	667.00
4	41,795.00	3,483.00	1,742.00	1,608.00	804.00
5	48,945.00	4,079.00	2,040.00	1,883.00	942.00
6	56,095.00	4,675.00	2,338.00	2,158.00	1,079.00
7	63,245.00	5,271.00	2,636.00	2,433.00	1,217.00
8	70,395.00	5,867.00	2,934.00	2,708.00	1,354.00
9	77,545.00	6,463.00	3,232.00	2,983.00	1,492.00

New

Income Eligibility Guidelines

► [Click here to expand...](#)

▼ FRAM	<input checked="" type="checkbox"/> All	<input checked="" type="checkbox"/> Read	<input checked="" type="checkbox"/> Write	<input checked="" type="checkbox"/> Add	<input checked="" type="checkbox"/> Delete
► Application Processing	<input type="checkbox"/> All	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
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► Reports	<input type="checkbox"/> All	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
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Letters and Messages	<input type="checkbox"/> All	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
Online Applications Content	<input type="checkbox"/> All	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
FRAM Preferences	<input type="checkbox"/> All	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
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Verification Preferences	<input type="checkbox"/> All	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
Permission Preferences	<input type="checkbox"/> All	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
Income Eligibility Guidelines	<input checked="" type="checkbox"/> All	<input checked="" type="checkbox"/> Read	<input checked="" type="checkbox"/> Write	<input checked="" type="checkbox"/> Add	<input checked="" type="checkbox"/> Delete

Tool Rights for Income Eligibility Guidelines

R	W	A	D
<ul style="list-style-type: none"> • Access and view the Income Eligibility Guidelines for Free and Reduced students. • Select the guidelines for a specific School Year. • Select a household size to view the Income Guide Detail side panel. • Export the guide to Excel. 	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • Delete a selected Household Size from the Income Guide Detail side panel.

Suggested User Groups

- [FRAM Processors User Group](#)
- [CEP FRAM Processors User Group](#)

See [User Groups and Suggested Roles](#) for more information.