

# Summer EBT (Maryland)

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Tool Search: Summer EBT

The Maryland Summer Electronic Transfer (EBT) extract collects data to identify students eligible for the Summer EBT program, also known as Maryland Sun Bucks. The program provides grocery benefits to low-income families with school-aged children during the summer months when schools are closed.

Refer to the Summer EBT PDF for details on report logic and report layout:

- [MD- Summer Electronic Benefit Transfer \(Summer-EBT\).pdf](#) 

Summer Electronic Transfer (EBT) ☆
Reporting > MD State Reporting > Summer Electronic Transfer (EBT)

**Instructions**

The Summer Electronic Transfer (EBT) extract will be used to collect data specific to the students who are partaking in the Summer-EBT program.

**Setup**

**Search Calendars**

**Show Active Year Only**

 ON

- ▼  25-26
  - Adams Elementary
  - Baker Elementary
  - Carter Elementary/Middle
  - Douglas High
  - Franklin High
  - Hoover Middle
  - Kennedy Elementary
  - Lincoln High
  - Madison Middle
  - Phillips Elementary/Middle
  - Randolph High

**Report Options**

**Start Date (Required)**

**End Date (Required)**

**Run Date (Required)**

**Ad Hoc Filter**  
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**Select one or more Grade Levels: (Required)**

**Output Options**

**Report Processing**

 Generate Now  
 Submit to Batch Queue

**Format Type**

 CSV (State Format)  
 HTML

**Batch Queue Results**

**Start Date**   **End Date**

Report Title	Queued Time ↓	Status
No records available.		

0 - 0 of 0 items

Summer EBT Extract Editor

# Report Editor Fields

Field	Description
<b>Setup</b>	
<b>Search Calendars</b>	Use the search field to narrow the list of calendars to select <ul style="list-style-type: none"> <li>• Mark the checkbox next to the desired school and calendars.</li> </ul>
<b>Show Active Year Only</b>	When set to ON, only those calendars for the current school year are available for selection. When set to OFF, all calendars from all school years are available for selection.
<b>Expand All / Collapse All</b>	Toggle this option to show or hide the list of Schools/Calendars.
<b>Report Options</b>	
<b>Start Date</b> <i>(Required)</i>	The first date used to return data. Dates can be entered in <i>mmdyy</i> format, or use the calendar icon to select a date.
<b>End Date</b> <i>(Required)</i>	The last date used to return data. Dates can be entered in <i>mmdyy</i> format, or use the calendar icon to select a date.
<b>Run Date</b> <i>(Required)</i>	Defaults to the current date.
<b>Ad Hoc Filter</b>	Narrow report results to students included in the filter you select.
<b>Select One or More Grade Levels</b>	Only students in the selected grade levels who meet the other report requirements are included in the report. The list of grade levels includes only those that are in the selected calendar.
<b>Output Options</b>	
<b>Report Processing</b>	<ul style="list-style-type: none"> <li>• <b>Generate Now:</b> Report appears in a separate window in the designated format.</li> <li>• <b>Submit to Batch Queue:</b> Generate larger reports in the background without disrupting Infinite Campus. The <a href="#">Batch Queue</a> article provides more information about submitting a report to the batch queue.</li> </ul>
<b>Format Type</b>	Determines how the extract is generated. <ul style="list-style-type: none"> <li>• <u>CSV (State Format)</u></li> <li>• HTML</li> </ul>
<b>Batch Queue Results</b>	<p>Displays a list of the batch test items, including the:</p> <ul style="list-style-type: none"> <li>• Report Title</li> <li>• Queued Time</li> <li>• Status</li> </ul> <p>The list can be filtered by entering a date range using the Start Date / End Date fields.</p>

# Generate the Extract

1. Select the **Calendar(s)/School(s)** to include in the report.
  2. Select the **Start Date, End Date, and Run Date** for the report.
  3. Select an **Ad Hoc Filter** to narrow the results, if desired.
  4. Select at least one **Grade Level** to include in the report.
  5. Select **Generate Now** or **Submit to Batch Queue** to generate the report in the desired format.
  6. Select the desired **Report Processing** option of **Generate Now** or **Submit to Batch Queue**.
  7. Select the **Format** in which the report should be generated.
  8. Select the **Report Type** from the drop-down list.
  9. Click **Generate**. The report displays in the selected format.
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