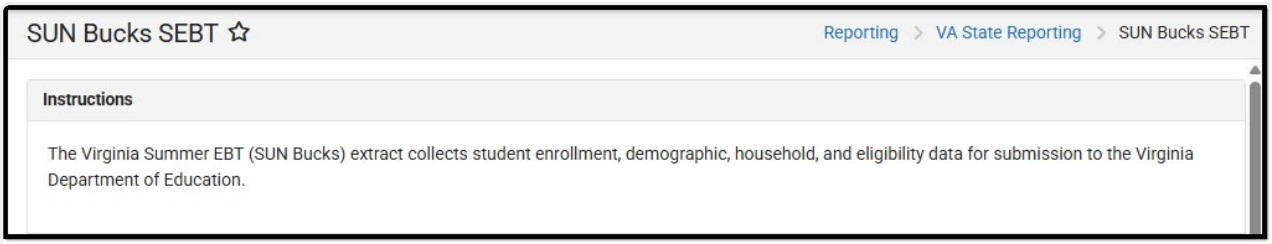
SUN Bucks SEBT (Virginia)

Last Modified on 08/05/2026 9:50 am CDT

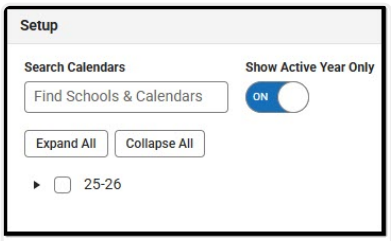
Tool Search: SUN Bucks SEBT

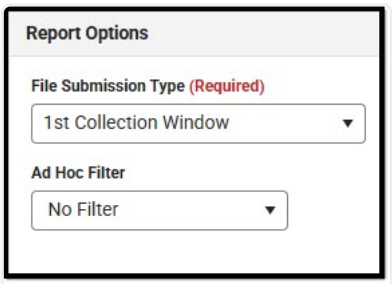
The SUN Bucks SEBT extract generates a report of students and their Free and Reduced-Priced eligibility for Virginia's summer food program.



SUN Bucks SEBT Extract Editor

Editor Fields

Field	Description	Image ***Click to enlarge***
Instructions		
The Virginia Summer EBT (SUN Bucks) extract collects student enrollment, demographic, household, and eligibility data for submission to the Virginia Department of Education.		
Setup *At least one calendar must be selected to report.*		
Search Calendars	Enter text to narrow search results for calendar and school selection. Results dynamically change as each character is entered.	 *Setup Fields*
Show Active Year Only	When toggled on, only the active year calendars display. Otherwise, all calendars from all schools display based on tool rights access.	
Expand All **Collapse All**	Opens or closes all available calendars and structures. The calendar selected in the Campus toolbar is automatically marked.	
Report Options		

Field	Description	Image *Click to enlarge*
File Submission Type *Required*	The type of collection window for the report. Options include: • 1st Collection Window • 2nd Collection Window • 3rd Collection Window • 4th Collection Window	 *Report Options Fields*
Ad hoc Filter	Selecting a pre-existing filter narrows the report results to only students matching that filter. See the Filter Designer article for additional information.	
Output Options		
Report Processing	Choose when to generate the report. The options are **Generate Now** or **Submit to Batch Queue.** Additional **Queue Options** display when Submit to Batch Queue is selected. Submitting to the Batch Queue is useful when generating reports for several calendars or for large volumes of reported data. When selected, users can view report generation progress in the Batch Queue Results section. See the Batch Queue article for more information.	 *Output Options Fields*
Format Type	Determines in which format the report is generated. Options are: • CSV (State Format) • Fixed Width • Tab Separated • HTML	

Generate Report

1. Mark the checkbox next to each **School** and/or **Calendar** you want to include in the report. Marking a school year or school automatically marks all calendars within that expanded folder.
2. Select the **File Submission Type** from the dropdown.
3. Optional: select an **Ad Hoc Filter** to narrow report results.
4. Select when to generate the report. Options are **Generate Now** or **Submit to Batch Queue**.
5. When Submit to Batch Queue is selected, enter additional **Queue Options**, including **High**

Priority, and/or **Keep Until Delete**, and the **Queue Start Date and Time.**

6. Select the **CSV (State Format)** option when generating a report submitted to the state or the **Fixed Width, Tab Separated, or HTML** option when auditing data.
7. Click **Generate**.

Report Population, Logic, and Layout

Click the Summer EBT (May 2026) PDF link for report population, logic, and layout details.