State Meal Eligibility (North Dakota) – Configuration and Usage

Last Modified on 09/22/2026 10:29 am CDT

State meal eligibility allows students who do not qualify for federal free or reduced meals to receive meals based on state-specific income guidelines.

This process includes:

- Manually assigning state eligibility
- Configuring meal pricing
- Understanding cashier experience
- Running federal and state reports

Note: Standard eligibility processing (applications, imports, and federal determination) follows normal system processes. This article focuses on state-specific differences.

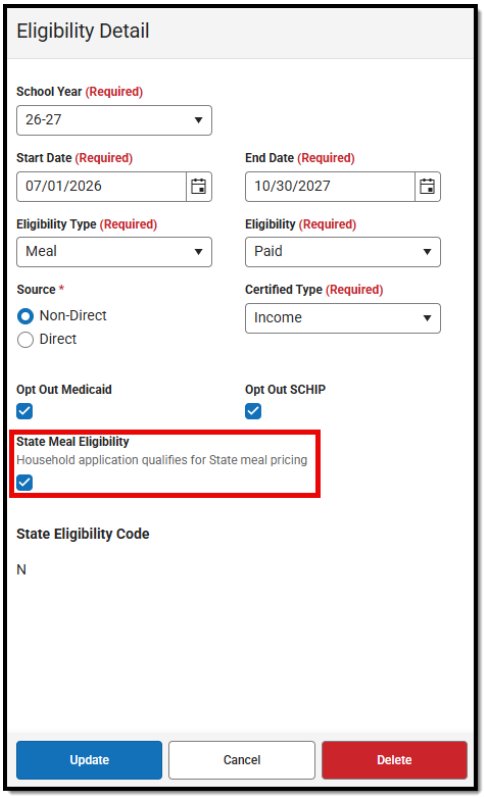
Understand Eligibility Sources

Student eligibility for federally funded free or reduced lunch can be determined based on an online or paper application. These applications are processed in Campus in Online Applications or Household Applications.

State meal eligibility is **not automatically calculated** and must be evaluated manually using state guidelines.

Mark Students as State Meal Eligible

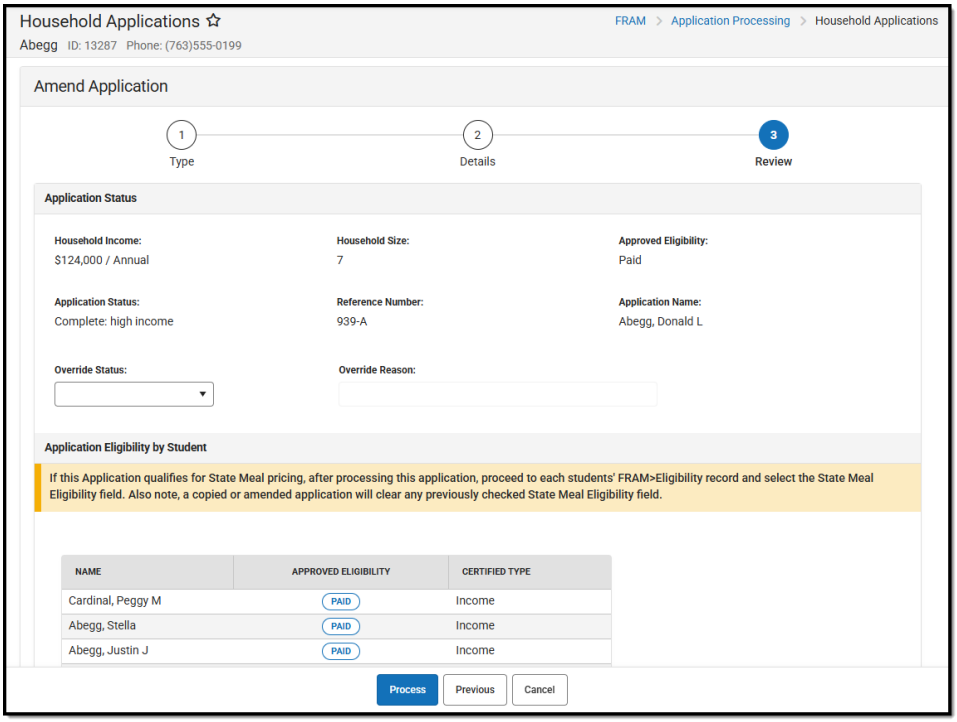
The **State Code** field is used for general state reporting, while **State Meal Eligibility** is a separate checkbox that controls meal pricing for state-qualified students. Students marked as state-eligible remain classified as **Paid** for federal reporting purposes, and state eligibility affects **pricing only**, not federal status. Because this designation is not applied automatically, you must update the **State Meal Eligibility** checkbox individually for each student who qualifies.



1. Go to **FRAM > Application Processing > Eligibility**.
2. Open the student's eligibility record.
3. Select **State Meal Eligibility**.
4. Click **Update** for existing eligibility or **Save** for new eligibility.

Process Household Applications

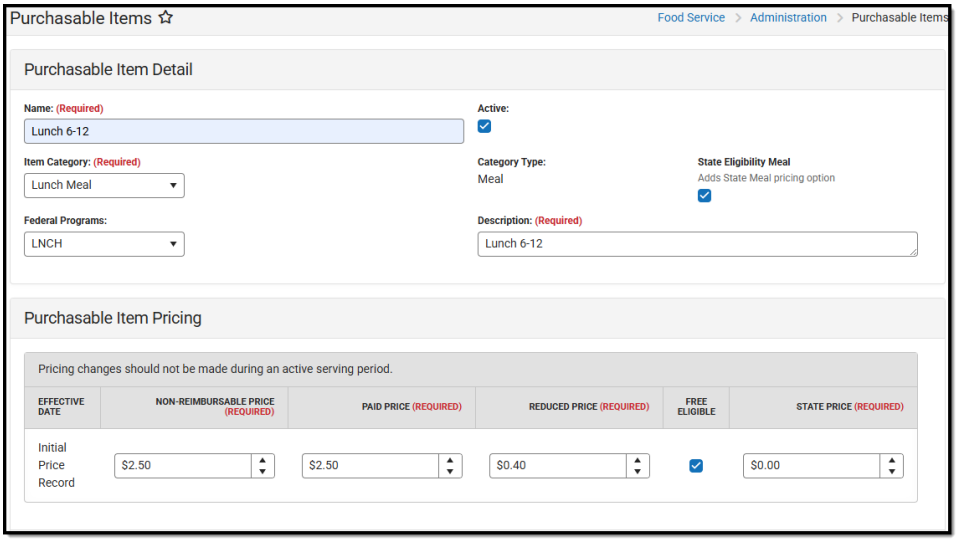
Free and reduced eligibility is **date-based**, so changes to a household's application can affect eligibility status. If a family submits a new application or an existing application is amended, a warning appears in Step 3: Review under Application Eligibility by Student, indicating that any previously assigned **State Meal Eligibility** will not carry forward to the new eligibility record. After processing the update, you must review each affected student and **reapply the State Meal Eligibility checkbox** if they still qualify under state guidelines.



1. Go to **FRAM > Application Processing > Household Applications**.
2. Create an application or View on an existing application.
3. Follow the steps for Enter New Household Applications or Amend Household Applications.
4. Click **Process**.

Configure Meal Items with State Pricing

State pricing is available only for **reimbursable meal categories**, such as **Breakfast** or **Lunch**, and does not apply to à la carte items. When you enable **State Eligibility Meal**, a **State Price** column is added to the Purchasable Item Pricing section. Once the item is used in a transaction, the configuration becomes locked. You can no longer modify the State Meal Eligibility checkbox or the initial pricing record once it's used, so confirm accuracy before saving and using the item.

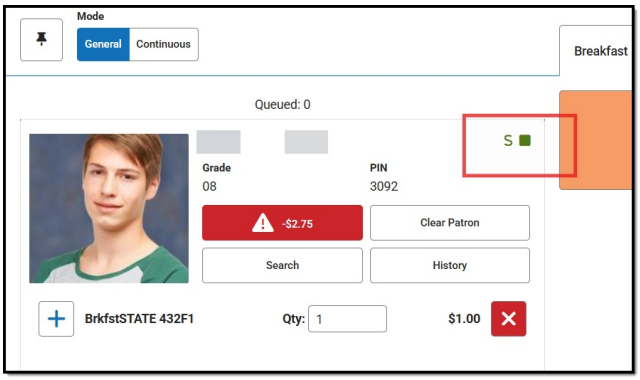


1. Go to **Food Service > Administration > Purchasable Items**.
2. Create a new item or edit an unused item.
3. Select either Breakfast Meal or Lunch Meal under Item Category.
4. Mark the State Eligibility Meal checkbox.
5. Select **State Meal Pricing**.
6. Enter values for **Paid**, **Reduced**, **Free**, and the **State** price (commonly set to $0).
7. Click **Save**.

State Eligibility Indicator in Point of Sale

In the Point of Sale terminal, students who are marked as state eligible display an **“S” icon** when they are selected as the active patron. This indicator provides a quick visual confirmation of state meal eligibility during transactions.

The icon appears only if the **Eligibility** setting under **Display** is enabled in **POS Terminal Admin**. If this preference is turned off, the “S” indicator and all eligibility icons will not be visible to the cashier.



Reporting (Federal and State)

State meal eligibility impacts both federal reporting and state funding reporting. While standard reports continue to support federal requirements, Ad Hoc reporting is required for state-specific data. Voided state eligible transactions are excluded automatically, as well as both the original void and reversal transactions.

Federal Reporting

Continue using standard reports, including the Edit Check Report, for federal meal reporting.

- Students with state meal eligibility remain classified as Paid
- Meals served to these students must be included in Paid meal totals
- Existing reports and processes do not change

You can also use Ad Hoc Reporting to generate:

- Student counts by eligibility status (Paid, Reduced, Free)

State Reporting

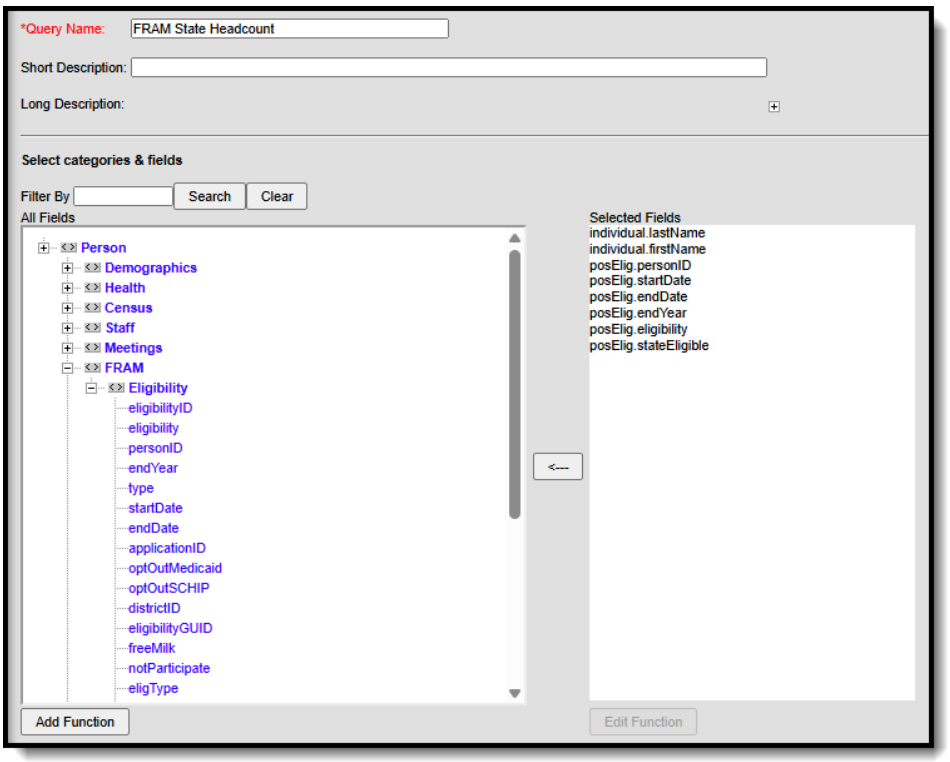
For instructions on adding report parameters and fields in Filter Designer, see the Query Wizard documentation.

To report for state funding, you must create Ad Hoc Data Export reports under Reporting > Ad Hoc Reporting > Data Export. Two reports are available:

State eligibility headcount report

This report tracks the number of students with state eligibility during a reporting period.

In Filter Designer, build a query using fields under: Student or Census/Staff > FRAM > Eligibility.

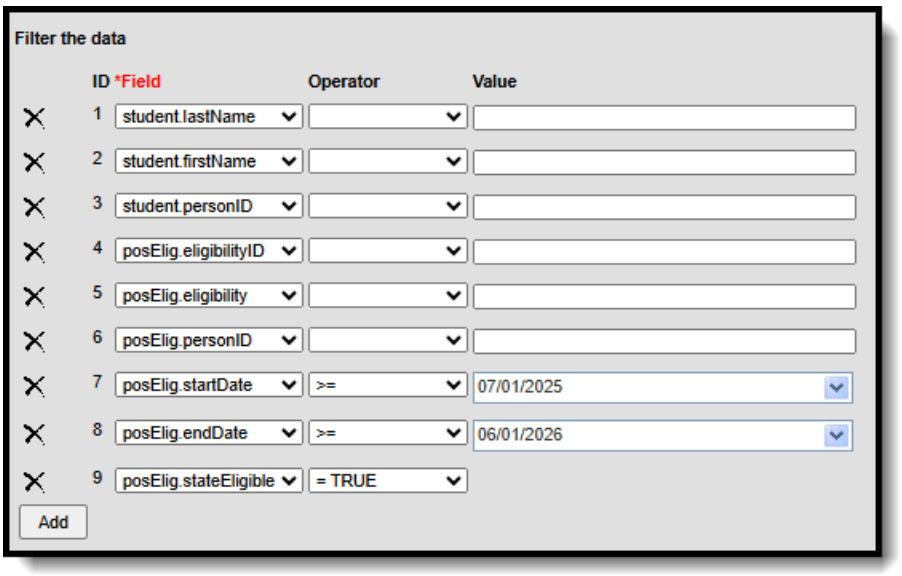


Include:

1. individual.lastName
2. individual.firstName
3. posElig.personID
4. posElig.startDate
5. posElig.endDate
6. posElig.endYear
7. posElig.eligibility - This is the student's Federal Eligibility and S = Paid.
8. posElig.stateEligible - 1 = State Eligible is TRUE.

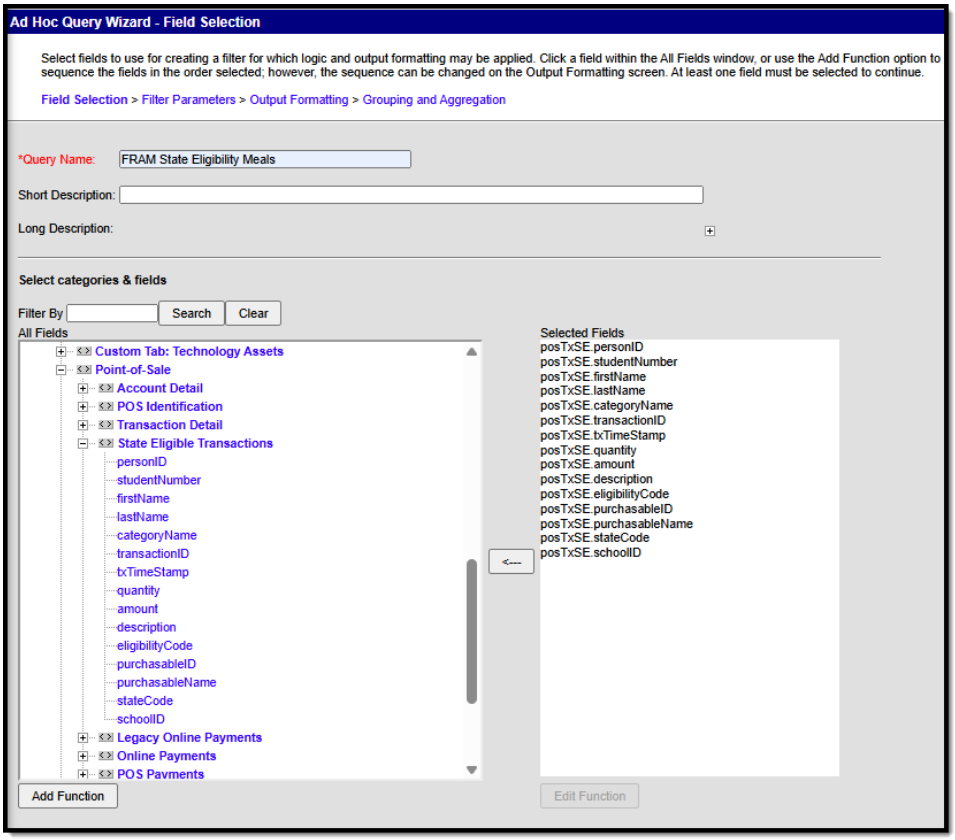
Report results can be filtered by:

- Reporting date range:
  - **Start Date:** Must be on or after the date applications were first accepted (typically **July 1** of the current school year).
  - **End Date:** Must be on or after the first day of the reporting period (for example,**June 1, 2026**, when reporting for June 2026).
- State eligibility = TRUE



Monthly meal count report

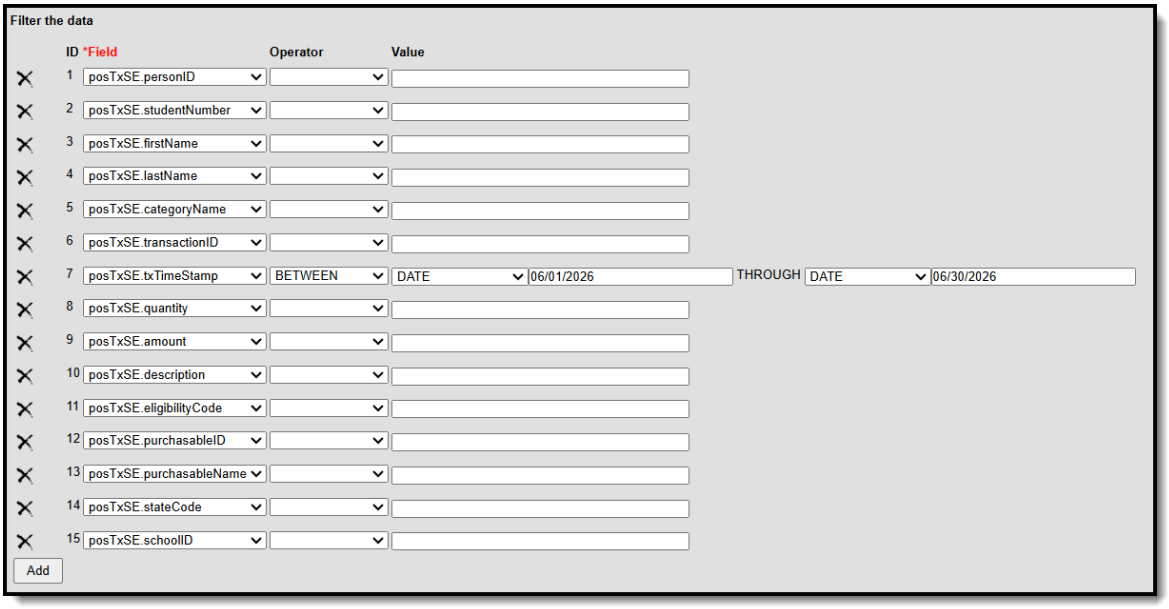
This report tracks meals served to state-eligible students. In Filter Designer, build a query using fields under Student or Census/Staff > Point of Sale > State Eligible Transactions.



Include:

- posTxSE.personID
- posTxSE.studentNumber
- posTxSE.firstName (sort priority 3)
- posTxSE.lastName (sort priority 2)
- posTxSE.categoryName (sort priority 1)
- posTxSE.transactionID
- posTxSE.txTimeStamp (limit to reporting period)
- posTxSE.quantity
- posTxSE.amount
- posTxSE.description
- posTxSE.eligibilityCode
- posTxSE.purchasableID
- posTxSE.purchasableName
- posTxSE.stateCode
- posTxSE.schoolID

When filtering the reporting data, select BETWEEN as the Operator for the posTxSE.txTimeStamp field between the first and last day of the reporting period.


Filter the data
ID *Field
Operator
Value
1 posTxSE.personID
2 posTxSE.studentNumber
3 posTxSE.firstName
4 posTxSE.lastName
5 posTxSE.categoryName
6 posTxSE.transactionID
7 posTxSE.txTimeStamp BETWEEN DATE 06/01/2026 THROUGH DATE 06/30/2026
8 posTxSE.quantity
9 posTxSE.amount
10 posTxSE.description
11 posTxSE.eligibilityCode
12 posTxSE.purchasableID
13 posTxSE.purchasableName
14 posTxSE.stateCode
15 posTxSE.schoolID
Add