**Title:** LOCAL PROGRAMS THAT INCREASE EMPLOYABILITY (LPIE) NOTIFICATION TO PROGRAM

Dear [LPIE Program Coordinator],

We are pleased to inform you that [Program name] is now approved as a CalFresh student exemption due to meeting the criteria of a Local Program that Increases Employability (LPIE), described in the [CalFresh E&T Component Guide](https://www.cdss.ca.gov/Portals/9/CalFresh/Students/LPIE%20Letter%20to%20Segment.pdf?ver=2022-06-03-094245-437). If your students meet CalFresh eligibility requirements, they may be eligible to receive a CalFresh debit card to spend on groceries.

Please let your students know that they can learn more about CalFresh, ask questions, review their eligibility, and get help with an application by following the steps below.

**Step 1:** Apply for CalFresh at [referral URL GetCalFresh link] or call [CFO campus phone number] to set up an appointment with the [Campus name] CalFresh Outreach team.

**Step 2:** Submit CalFresh verification documents at [GetCalFresh.org](https://www.getcalfresh.org/) under the “submit documents” box or submit CalFresh verification documents with your CalFresh Outreach team. In participating counties, verification documents can also be submitted by creating an account on [BenefitsCal.com](https://benefitscal.com/).

The [CalFresh Outreach or other program] team can help with verification documents and other eligibility questions. Please refer your students to our team for assistance.

Sincerely,

[Campus name] CalFresh Outreach Team

[Contact information of campus CFO team/coordinator]