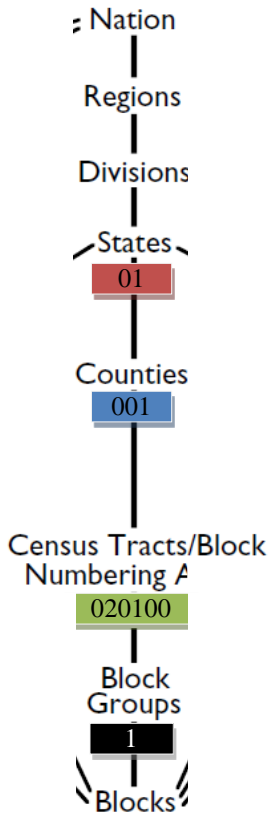


Instructions for Determining Eligibility Based on Census Data

Step 1: Become familiar with the census data format

About the 2010 Census Block Group (CBG)



Every 10 years, the Census updates the area-based measures such as census tracts, blocks and block groups. CACFP, SFSP, SSO, ASCP can use both census tracts and block groups to determine area eligibility.

The ideal size of a CBG is around 1500 homes but vary by region and area characteristics. Contrary to the name, CBGs are not usually shaped like rectangles; rather they can take any shape. The graphic on the left shows the relationship of CBGs to other geographical areas and the components of the GEOID (geographic identifier).

Every CBG in the country is enumerated, meaning it has a unique number assigned to it. This number is called the GEOID.

What information is in the GEOID?

The GEOID contains 12 digits. Each position in the GEOID signifies a different level of geographical area. Every digit is important, even the first zero. This is important to remember when importing these data, because some programs drop the first zero.

Here is an example of a GEOID from Autauga County, Alabama:

010010201001

- **STATE:** The first 2-characters are the State code
- **COUNTY:** The next 3-characters are the county code
- **TRACT:** The next 6-characters are the census tract code
- **BLOCK GROUP:** The last character is the census block group code

Step 2: Determine eligibility

The following instructions provide three different options to determine eligibility. FNS Area Eligibility Mapper, Food Research and Action Center (FRAC) Food Mapper, and Combining CBGs. Contracting entities (CEs) may use any of the following mapping tools.

Step 2, Option 1: Determining eligibility using the FNS Area Eligibility Mapper

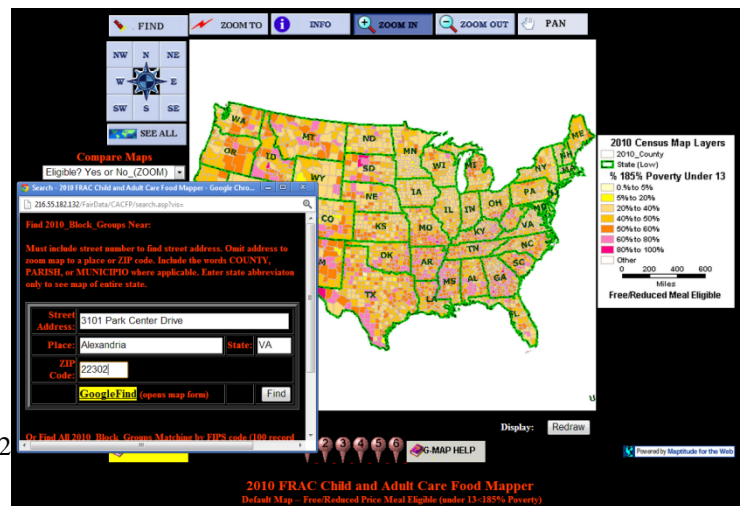
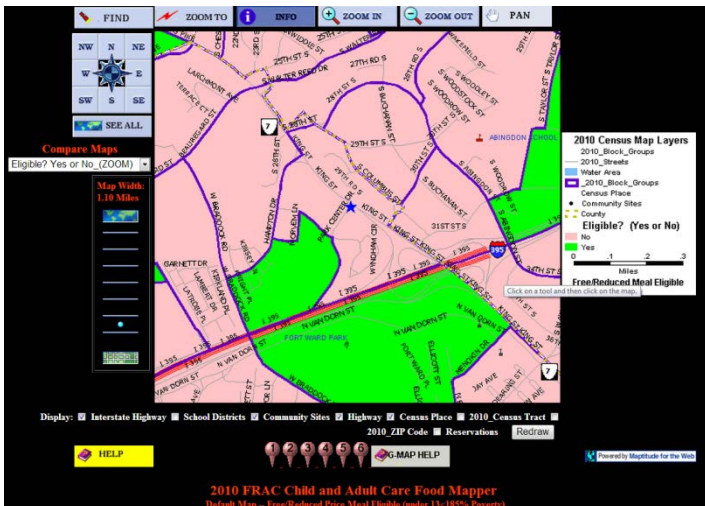
This map includes an address search that will return eligibility information as well as other demographics. This map also includes zoom capabilities and map comparison for identifying areas of need.

1. Go to: <http://www.fns.usda.gov/areaeligibility>
2. To find by address, enter the address in the “Find address or place” box in the top right.
3. Zoom in and out of the map using the (+) and (-) signs, respectively.
4. In the resulting map, the red highlighted color indicates eligibility as noted in the map layer key.
5. A larger map is available by clicking “View Larger Map” at the bottom of the screen.

Step 2, Option2: Determining eligibility using the FRAC Food Mapper

These tools provide another method of identifying eligibility. There is on map for CACFP and one for SFSP, SSO, and ASCP but either map may be used to determine eligibility.

1. Go to either FRAC map:
 - a. CACFP <http://216.55.168.186/FairData/CACFP/map.asp?command=scope&map=0>
 - b. SFSP, SSO, and ASCP <http://216.55.168.186/FairData/SummerFood/map.asp?command=scope&map=0>
2. To find by address, click on “Find” and enter the address.
3. In the resulting map, the highlighted color indicates eligibility as indicated in the map layer key.
4. If an address falls on a border between an eligible and ineligible CBG, click on the blue star and then INFO and scroll in the “2010 Block Group Information” window to “Eligible? (Yes or No).”



Step 2, Option 3: Combining CBGs:

Occasionally, a day care home or site is determined not to be area eligible but is located immediately adjacent to an eligible area. With Texas Department of Agriculture (TDA) approval, up to three adjacent CBGs may be averaged, using a weighted average, to determine eligibility. CBGs where at least 40 percent or more of the children in each CBG are eligible for free or reduced-price meals may be combined with the CBG of the day care home or site to determine eligibility. If combining the adjacent CBGs results in a weighted average of 50 percent or more free and reduced-price eligible, the CBG can be considered eligible.

Averaging adjacent CBGs is meant to address pockets of poverty near census eligible CBGs. This method allows for the area around a day care home or site to be expanded to address nearby areas of high need.

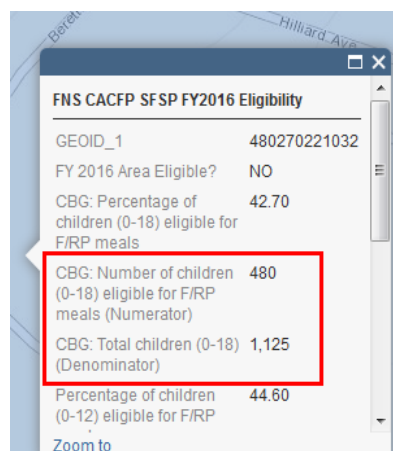
In order to properly calculate the weighted average, it is important that:

- A maximum of three CBGs may be averaged, and one of these must be the CBG where the day care home or site is located.
- All CBGs included in the weighted average have 40 percent or more children eligible for free or reduced-price meals
- The CBGs are adjacent to, or share a border with the CBG where the day care home or site is located.
- Either data for CACFP (0-12 year olds) or SFSP, SSO, and ASCP (0-18 year olds) is used to determine the weighted average. Either of these numerators and denominators may be used to determine eligibility using the weighted average but the same data set must be used across CBGs.

Instructions for using the FNS Mapper:

1. Follow the instructions above to find the location of the day care home or site.
2. Click on the Legend box on the left side of the screen if it does not automatically display and use the information in the display to determine the eligibility of each CBG.
3. Use the + and – icons on the map to resize the map to see adjacent CBGs.
4. Click on the ineligible CBG to get the information needed to determine if at least 40 percent or more of the children in each of the CBGs to be combined are eligible for free and reduced-price meals by dividing either:
 - a. the Number of children (0-18) eligible for F/RP meals (Numerator) / Total children (0-18) (Denominator); or
 - b. the Number of children (0-12) eligible for F/RP meals (Numerator)/ Total children (0-12) (Denominator)

These fields represent the number of 0-18 year olds in the CBG. Scroll down to see the number of 0-12 year olds.



FNS CACFP SFSP FY2016 Eligibility	
GEOID_1	480270221032
FY 2016 Area Eligible?	NO
CBG: Percentage of children (0-18) eligible for F/RP meals	42.70
CBG: Number of children (0-18) eligible for F/RP meals (Numerator)	480
CBG: Total children (0-18) (Denominator)	1,125
Percentage of children (0-12) eligible for F/RP	44.60

5. If at least 40 percent or more of the children in each of the combined CBGs are eligible for free and reduced-price meals, then proceed with the weighted average by making the following calculations:
 - a. Add the numerators for the CBG where the day care home or site is located, and up to two additional adjacent CBG's with over 40 percent free or reduced-price eligibility. Determine if the adjacent CBGs have at least 40 percent eligibility by using the method in step 2 above.
 - b. Add the denominators in the same way.
 - c. Divide the sum of the numerators by the sum of the denominators and multiply by 100%. If that percentage is 50 percent or greater, the CBG can be considered area eligible with TDA approval.

Example:

Austin, Texas				
CBG GEOID	Numerator (0-18)	Denominator (0-18)	Percentage (Numerator/Denominator) x 100% *must be at least 40%)	
484530018562	515	1170	x 100%	44.01%
484530018421	1120	2020	x 100%	55.44%
484530018561	455	820	x 100%	44.48%
Total	Sum of Numerators (515+1120+455)	Sum of Denominators (1170+2020+820)	Weighted average percent = (Sum of Numerators)/(Sum of Denominators) x 100%	
	2,090	4,010	x 100%	52.11%

Step 3, Option 3: Combining CBGs – Approval Request to TDA:

To request approval, submit to TDA the following information:

- Day Care Home Provider Name or Site Name
- Day Care Home or Site Address, including City, State, and Zip
- Day Care Home or Site Census Block Group
- Identify if using CACFP Data or SFSP Data (same must be used for each adjacent CBGs)
- Day Care Home or Site Data Numerator
- Day Care Home or Site Data Denominator
- First Adjacent CBG Number
- First Adjacent CBG Data Numerator
- First Adjacent CBG Data Denominator
- Second Adjacent CBG Number
- Second Adjacent CBG Data Numerator
- Second Adjacent CBG Data Denominator
- Combined CBG Calculation
- Screen shots from FRAC Mapper and/or FNS Area Eligibility Mapper showing Day Care Home or Site CBG location and adjacent CBG(s) location.

Requests for TDA’s review and approval should be submitted in writing via email to TDA at FNDPolicy@TexasAgriculture.gov. The email subject should include “Area Eligibility Based on Combined Census Block Groups” and the name of the CE. The CE’s name and ID should be on all documents submitted to TDA. For CEs that do not have access to email, please contact TDA at (877) TEX-MEAL.