

Solano Family and Children's Services
Child Care Food Program
2012 Payment Schedule

Monthly claims must reach our office, either online or by scannable forms, no later than the 5th day of the following month. (This includes enrollments for any children you are claiming for that month.)

Any late claim submissions will generate a late reimbursement payment and **pending enrollments cannot be paid.**

Following is a schedule of when you can expect to be reimbursed.

Remember: Any late claims received after the "Late claims" deadline cannot be reimbursed.

Claims for the month of:	Due in Fairfield office by 5pm on:	Will be paid in the month of:	Late claims received by:	Will be paid in the month of:
January	February 6	March	February 27	April
February	March 5	April	March 26	May
March	April 5	May	April 25	June
April	May 7	June	May 25	July
May	June 5	July	June 25	August
June	July 5	August	July 25	September
July	August 6	September	August 27	October
August	September 5	October	September 25	November
September	October 5	November	October 25	December
October	November 5	December	November 26	January 2013
November	December 5	January 2013	December 26	February 2013
December	January 7	February 2013	January 25	March 2013

The Child Care Food Program (CCFP) operates on the Cash Reimbursement System. Your reimbursement will be paid two months after the claim month. (You will receive your reimbursement for April in June). It takes the California Department of Education (CDE) approximately 45 days to disburse the funds to us, and we have 5 working days from the day we receive the funds to issue the payment to you. There is no set date that the funds must be paid, except to say that CDE can take no longer than 45 days from the date of receipt of our records to issue payment. That means they have until approximately the 25th of each month to mail the funds to us.

*** Important ***

If you are providing care on a recognized holiday, you must inform us that you are open on that day. You can do this by either noting it on your blue CIF form or by dragging the icon stating the provider was open to the appropriate box on the provider's calendar online (under TOOLS). Credit cannot be given for meals claimed on a holiday unless we are notified that you were open.

We will require notification on the following holidays:

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| New Year's Day | Independence Day |
| Martin Luther King Jr. Birthday | Labor Day |
| President's Day | Veteran's Day |
| Easter Sunday | Thanksgiving Day |
| Memorial Day | Christmas Day |